

# **BUSINESS PAPER**

## **ORDINARY MEETING**

**THURSDAY 27TH MARCH 2025**

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# WARREN SHIRE COUNCIL

## AGENDA - ORDINARY COUNCIL MEETING

27th March 2025 commencing at 8.30 am

**1. OPENING OF MEETING**

**2. ACKNOWLEDGEMENT OF COUNTRY**

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

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

**4. CONFIRMATION OF MINUTES**

Ordinary Meeting held on Thursday, 27th February 2025.

**5. DISCLOSURES OF INTERESTS**

**6. MAYORAL MINUTE(S)**

Nil.

**7. REPORTS OF COMMITTEES**

Meeting of the Showground/Racecourse Committee  
held on Tuesday, 4th March 2025 ..... (C14-3.2)

Meeting of the Ewenmar Waste Depot Committee  
held on Monday, 5th March 2025 ..... (G2-5.4)

Meeting of the Audit, Risk and Improvement Committee  
held on Tuesday, 11th March 2025 ..... (A1-3.1)

Meeting of the Town Improvement Committee  
held on Tuesday, 11th March 2025 ..... (C14-3.17)

Meeting of the Traffic Committee  
held on Thursday, 13th March 2025 ..... (T5-2)

Meeting of Manex held on Tuesday, 18th March 2025 ..... (C14-3.4)

**8. REPORTS OF DELEGATES**

- Item 1 Meeting of the Murray Darling Association Inc Region 10 held on Tuesday, 18th February 2025..... (C12-3.3)
- Item 2 Ordinary Meeting of the Castlereagh Macquarie County Council held on Monday, 24th February 2025 ..... (C15-1)

**9. REPORTS TO COUNCIL****POLICY**

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- Item 1 Cemeteries Policy (P13-1, C2-1\_ ..... Page 1

**REPORTS OF THE GENERAL MANAGER**

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- Item 1 Outstanding Reports Checklist (C14-7.4) ..... Page 1
- Item 2 Committee/Delegates Meetings (C14-2) ..... Page 22
- Item 3 Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1) . Page 23
- Item 4 Drought Resilience Plan Project (F2-2, G4-1.79) ..... Page 29

**REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION**

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- Item 1 Réconciliation Certificate – February 2025 (B1-10.16)..... Page 1
- Item 2 Statement of Rates and Annual Charges (R1-4) ..... Page 4
- Item 3 Works Progress Reports – Finance & Administration Projects (C14-7.1, C9-1) ..... Page 6

**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 13
- Item 3 Works Progress Reports – Plant (P2-3) ..... Page 29

**REPORTS OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES**

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

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

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

Nil.

**11. MATTERS OF URGENCY**

Nil.

**12. CONFIDENTIAL MATTERS**

**Report of the Manager Health and Development Services**

Item 1      Netwaste Collection and Recycling of Used Motor Oil – Quotation F4287  
              (C13-101, G2-5.4) ..... Page 1

**Report of the Divisional Manager Engineering Services**

Item 2      Warren Town Flood Study    (F8-4.2) ..... Page 8

**13. CONCLUSION OF MEETING**

**14. PRESENTATIONS**

Nil.

## **SHOWGROUND/RACECOURSE COMMITTEE**

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Attached are Minutes of the Meeting of the Warren Showground/Racecourse Committee held on Tuesday; 4<sup>th</sup> March 2025.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Showground/Racecourse Committee held on Tuesday, 4<sup>th</sup> March 2025 be received and noted.

# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
held in Council's Community Room at 115 Dubbo Street, Warren  
on Tuesday, 4<sup>th</sup> March 2025 commencing at 5.33pm

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## ATTENDANCE:

|                           |   |
|---------------------------|---|
| Councillor David Cleabsy  | Warren Shire Council (Chairperson)      |
| Councillor Dirk McCloskey | Warren Shire Council                    |
| Councillor Andrew Brewer  | Warren Shire Council                    |
| Matt Colwell              | Warren Jockey Club (Committee Member)   |
| Paul Smith                | Warren Jockey Club                      |
| Ash Lance                 | Warren Pony Club (Committee Member)     |
| Paul Quigley              | Campdraft                               |
| Andrew Stephens           | P&A Association                         |
| Shannon Mitchell          | P&A Association (Observer)              |
| Maryanne Stephens         | Manager Health and Development Services |
| Sylvester Otieno          | Divisional Manager Engineering Services |
| Darren Walton             | Town Services Overseer                  |
| Phil Waterford            | Observer                                |

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## ITEM 1 APOLOGIES

Apologies were tendered on behalf of Mark Beach, Raymond Burns (Warren Shire Council) Gary Woodman (General Manager) and David Dwyer (Polocrosse) and it was **MOVED** Brewer/McCloskey that the apologies be accepted and a leave of absence for the members concerned be granted.

**Carried**

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## ITEM 2 MINUTES OF THE MEETING HELD ON 12TH NOVEMBER 2024

**MOVED** Brewer/Colwell that the Minutes of the Meeting held on Tuesday 12<sup>th</sup> November 2024 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON 12TH NOVEMBER 2024

- There are still a few yards to be installed at the cattle pens.
  - P&A needs to update Committee on excess panels. (See Action Checklist)
  - Is there room at the Showground where the excess panels can be stored? (Warren P&A)
- 

## ITEM 4 ACTION CHECKLIST

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

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Showground/Racecourse Committee Meeting  
held in Council's Community Room at 115 Dubbo Street, Warren  
on Tuesday, 4<sup>th</sup> March 2025 commencing at 5.33pm

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## ITEM 5            REPORTS

### ITEM 5.1        EXCLUSION FENCE PROGRESS (S7-1)

**MOVED** Brewer/McCloskey information to be received and noted.

**Carried**

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## ITEM 6            GENERAL BUSINESS

- Shannon Mitchell to be added to the Committee as the P&A Association's alternate representative.
- Last weekend's Race Meeting went well. The hot weather was a concern. The General Manager of NSW Racing congratulated the Warren Jockey Club and Council for the excellent facilities and preparation.
- The audio system outside worked perfectly; however, there was no sound inside. (TSM)
- The system was tested but needed to be tested by the Event Manager.

### ITEM 6.1        WISHLIST

#### **Adult Riding Club**

- Warm up arena close to covered arena (no cost estimate)
- Access to AED in Bar Area. There is one there already.
- Day yards near Equestrian Arena.

#### **Jockey Club**

- Generate more race meetings (no cost estimate).
- Jockey Club has submitted a grant application for two 55-seater grandstands.

#### **Rodeo Committee**

- Council has resolved the issue with water at the Campdraft yards.
  - Can the tanks at the Equestrian Arena be used as a backup? No, the tanks are specifically for the Equestrian Arena. Staff will investigate the possibility of a separate tank for the yards. (TSM)
  - Sprinklers at the Equestrian Arena are not working well. (TSM)
  - Inductions are required for the use of the Gator and Rake. (TSM)
- 

## ITEM 7            DATE OF NEXT MEETING (S7-2)

5:30pm, Tuesday 3rd June 2025.

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**There being no further business the meeting closed at 6.15pm**

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## EWENMAR WASTE DEPOT COMMITTEE MEETING

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Attached are the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 5<sup>th</sup> March 2025.

**RECOMMENDATION:**

That the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday 5<sup>th</sup> March 2025 be received and noted.

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**WARREN SHIRE COUNCIL**  
**Minutes of the Ewenmar Waste Depot Committee**  
**held in the Council Community Room, 115 Dubbo Street Warren**  
**on Monday 5<sup>th</sup> March 2025 commencing at 8.32am**

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**Present:** Councillor Andrew Brewer (Chairperson)  
Councillor Pauline Serdity  
Sylvester Otieno (Divisional Manager Engineering Services)  
Maryanne Stephens (Manager Health and Development Services)  
Raymond Burns (Town Services Manager)  
Cassy Mitchell (Administration Officer Health and Development)

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**ITEM 1 APOLOGIES**

An apology was received from Gary Woodman (General Manager) who was absent due to external commitments, and it was **MOVED** Stephens/Burns that the apology be accepted, and a leave of absence be granted for this meeting.

**Carried**

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**ITEM 2 CONFIRMATION OF THE MINUTES OF THE MEETING HELD 11<sup>th</sup> November 2024**

**MOVED** Stephens/Burns that the Minutes of the Meeting held on 11<sup>th</sup> November 2024 be accepted as a true and correct record of that meeting.

**Carried**

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**ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 11<sup>th</sup> November 2024**

- Clean up Australia Day was Sunday 2<sup>nd</sup> March 2025 Jim the volunteer from the WOW Centre had taken rubbish bags down to the Fishing Competition that was held on the same weekend and distributed them to competitors on his own behalf.
  - A letter of recognition and thanks to be written to Jim. (MHD)
- 

**ITEM 4 ACTION CHECKLIST**

**MOVED** Burns/Brewer that the information be received and noted and those marked with an asterisk (\*) be removed.

**Carried**

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**ITEM 5 REPORTS**

**ITEM 5.1 WASTE AND SUSTAINABLE MATERIALS STRATEGY 2041 (WASM) LITTER PREVENTATION GRANTS PROGRAM (G2-5.4)**

- This grant was unsuccessful;
  - Manager of Health and Development Services applying for another grant that if received would enable us to move forward with our Tip Shop Shed, Waste Oil deposit and drum muster compound.
  - Discussed that the solar panels be added to the budget. (MHD)
-

**WARREN SHIRE COUNCIL**  
**Minutes of the Ewenmar Waste Depot Committee**  
**held in the Council Community Room, 115 Dubbo Street Warren**  
**on Monday 5<sup>th</sup> March 2025 commencing at 8.32am**

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

**Carried**

**ITEM 7            GENERAL BUSINESS**

- The road into the Ewenmar Waste Depot needs attention badly. (MHD)
- Suggested that the road be graded monthly or whenever possible.
- Drum Muster – the cost of the compound will be provided by Drum Muster Association, Council would be responsible for the cost of the pad.
- Transfer Station – a discussion was held on the design of the Transfer Station.
- Discussion held as to how can we create a smaller “red zone” (cannot be removed from the Depot) in order to be able to take usable waste out of the Ewenmar Waste Depot.
- Continue the practice of delivering clean tree chips to the Racecourse, perhaps by moving the stockpile so as the general public can help themselves and periodically have machinery out there to assist with larger loads.
- At some point in the future invite the Waste Depot Operator to a Committee Meeting to get his opinion on how the Transfer Station and the rubbish delivery in general is going and does he have any suggestions. (MHD)

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**ITEM 8            DATE OF NEXT MEETING**

Next Meeting 8.30am Monday 2<sup>nd</sup> June 2025 (MHD)

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**There being no further business the meeting closed at 9.28am.**

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## AUDIT, RISK AND IMPROVEMENT COMMITTEE

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Attached are the Minutes of the Meeting of the Audit, Risk and Improvement Committee held on Tuesday, 11th March 2025.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Audit, Risk and Improvement Committee held on Tuesday, 11th March 2025 be received and noted and the following recommendations be adopted:

**Item 5            Action Checklist**

That immediate action be taken to address outstanding actions to be undertaken and report back to the next ARIC Meeting.

**Item 8.2            Major Project Risk Profiles** **(I2-4.1/1)**

A summary report identifying risk on all major projects undertaken by Council to be presented to a future ARIC Meeting.

**Item 8.3            Risk Management Framework Review** **(I2-4.1/1)**

That a report that includes the direction and purpose be provided on the review of the Policy.

**Item 10.1            Compliance Register** **(L5-1)**

That:

1. The information on the OLG strategic tasks from September to March 2025 be received and noted;
2. A report for the broader legislative requirements of Council be provided; and
3. The requirements be added to the Work Plan.

**Item 15.1      Service NSW Service Provision (DMFA)      (A1-3, R6-6)**

That a further report describing the results of the Service NSW Review including Council's costs of providing the service, and the community's expectations, be provided to the next ARIC Meeting.

**Item 17              General Business**

**Item 17.1      Country Councils ARIC Conference      (A1-3.1)**

That Council endorse the Committee members in attending the Conference and cover any travel and accommodation expenses incurred.

**Item 17.2      External Audit      (A1-3, C6-9)**

That the development of an ICT Policy be included in the Work Plan under Governance for September 2025.

# WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting  
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,  
on Tuesday 11th March 2024 commencing at 9.00 am

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## PRESENT:

|                      |   |
|----------------------|---|
| Graeme Fleming PSM   | Chairperson (Voting Member) (via Teams)                           |
| Grahame Marchant     | Independent Member (Voting Member) (via Teams)                    |
| Paul Smith           | Independent Member (Voting Member)                                |
| Sarah Derrett        | Deputy Mayor (Non-Voting Member)                                  |
| Hong Wee Soh         | NSW Audit Office Audit Leader (via Teams)                         |
| Vishal (Bobbie) Modi | External Auditor (Nexia Australia – Sydney Office)<br>(via Teams) |
| Stephen Glen         | Acting General Manager  |
| Bradley Pascoe       | Divisional Manager Finance & Administration                       |
| Scott Hosking        | Work Health Safety/Risk Co-Ordinator                              |
| Syvester Otieno      | Divisional Manager Engineering Services (Observer)                |
| Maryanne Stephens    | Manager Health and Development Services (Observer)                |
| Jody Burtenshaw      | Executive Assistant to the Mayor and GM (Minute Taker)            |

## ITEM 1 APOLOGIES AND INTRODUCTIONS

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

**Carried**

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## ITEM 2 CONFIRMATION OF MINUTES OF THE INTERNAL AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD ON TUESDAY, 26TH NOVEMBER 2024

**MOVED** Marchant/Fleming that the Minutes of the Internal Audit and Risk Management Committee meeting held on Tuesday, 26th November 2024 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON TUESDAY, 26TH NOVEMBER 2024

Nil.

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## ITEM 4 DISCLOSURES OF INTEREST

The Chair declared a Standing Declaration of Potential Interest as an occasional provider of consultancy services to Local Government and as Chair of Lachlan and Warren and Co-Chair of Gilgandra and Coonamble ARIC Committees. He advised there were no subjects or issues which were directly affected on the current meeting agenda.

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# WARREN SHIRE COUNCIL

## Minutes of the Audit, Risk and Improvement Committee Meeting held in the General Managers Office via Teams, 115 Dubbo Street, Warren, on Tuesday 11th March 2024 commencing at 9.00 am

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The Acting General Manager advised the meeting that he had invited the Divisional Manager Engineering Services and Manager Health and Development Services to this meeting so that all the Executive staff can obtain information from the Committee directly and if directed can answer questions.

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### ITEM 5 ACTION CHECKLIST

- The Committee is concerned as to the age of some of the matters on the action checklist;

### RECOMMENDATION TO COUNCIL:

**MOVED** Marchant/Smith that immediate action be taken to address outstanding actions to be undertaken and report back to the next ARIC Meeting.

**Carried**

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Council's External Auditor Vishal Modi requested prior to the meeting if Item 7 – External Audit could be brought forward on the Agenda as he had another commitment and would need to leave the meeting at 10.20 am.

### ITEM 7 EXTERNAL AUDIT

**Item 7.1 Audit Management Letter FINAL – Financial (A1-4.42, A1-5.42)**

**Hong Wee Soh - NSW Audit Office Audit Leader**

**Vishal Modi - External Auditor (Nexia Australia)**

That the Committee commend the Council for having only three (3) items listed in the External Financial Audit for review.

**MOVED** Marchant/Smith that the information be noted.

**Carried**

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**ITEM 6 INTERNAL AUDIT (A1-3)**

**Item 6.1 Completed Audits**

Nil.

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**Item 6.2 Current Audits (A1-3)**

Nil.

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# WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting  
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,  
on Tuesday 11th March 2024 commencing at 9.00 am

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**ITEM 6 INTERNAL AUDIT CONTINUED**

**Item 6.3 Upcoming Internal Audits – 2024/2025 Internal Audit Schedule (A1-3)**

Nil.

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**ITEM 8 RISK MANAGEMENT**

**Item 8.1 Risk Management Update (I2-4.1/1)**

- Review the Business Continuity Plan to consider cyber security;
- Develop and implement a Cyber Security Plan.

Council is currently in the process of updating the Business Continuity Plan to include cyber security and will need to provide more information on how it is to be addressed and information on infrastructure/redundancy. The Divisional Manager Finance & Administration will review and is to provide more detail.

**MOVED** Smith/Marchant that the information be received and noted.

**Carried**

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**Item 8.2 Major Project Risk Profiles (I2-4.1/1)**

- Risk Management Plan – Sewerage Treatment Plant Effluent Lagoon Expansion
- Risk Management Plan – Replacement of Newe Park & Marthaguy Bridges

List all projects and apply traffic lights (e.g. red not going ahead, green all good etc) with comment/s. A summary report on the managing of projects, identify risk and how it is managed.

Grahame Marchant stated the Framework is there and is fairly robust.

## **RECOMMENDATION TO COUNCIL:**

**MOVED** Smith/Marchant that:

1. The information be noted; and
2. A summary report identifying risk on all major projects undertaken by Council to be presented to a future ARIC Meeting.

**Carried**

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**Item 8.3 Risk Management Framework Review (I2-4.1/1)**

- Risk Management Plan
- Risk Management Policy

A written report to be provided and input any changes that are seen to be needed. The Committee to review the report and provide their input.

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# WARREN SHIRE COUNCIL

## Minutes of the Audit, Risk and Improvement Committee Meeting held in the General Managers Office via Teams, 115 Dubbo Street, Warren, on Tuesday 11th March 2024 commencing at 9.00 am

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At this point in the meeting, the time being 10.23 am, Vishal Modi left the teams meeting and took no further part in the meeting.

**ITEM 8 RISK MANAGEMENT CONTINUED**

**Item 8.3 Risk Management Framework Review Continued**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Smith/Marchant that:

1. The documents be noted; and
2. A report that includes the direction and purpose be provided on the review of the Policy.

**Carried**

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**ITEM 9 INTERNAL CONTROLS**

**Item 9.1 Internal & External Audit Action Plan Register (A1-3)**

Nil (provided within the Committee Action Checklist).

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**ITEM 10 COMPLIANCE**

**Item 10.1 Compliance Register (L5-1)**

Future reports to include lists and framework for compliance e.g. waste management to ensure compliance in other areas.

**RECOMMENDATION TO COUNCIL:**

**MOVED** Smith/Marchant that:

1. The information on the OLG strategic tasks from September to March 2025 be received and noted;
2. A report for the broader legislative requirements of Council be provided; and
3. The requirements be added to the Work Plan.

**Carried**

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**ITEM 11 FRAUD AND CORRUPTION (A1-3)**

Nil (Fraud and Corruption Framework provided to the June 2024 Committee Meeting).

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**ITEM 12 FINANCIAL MANAGEMENT**

**Item 12.1 Financial Management Preparation Timeline (A1-5.44)**

**MOVED** Smith/Marchant that the information be received and noted.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting  
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,  
on Tuesday 11th March 2024 commencing at 9.00 am

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**ITEM 12 FINANCIAL MANAGEMENT CONTINUED**

**Item 12.2 Valuations (V3-1)**

**Valuer General Report, Change in Land Values**

**Verbal Update for Revaluation of Assets (RBF)**

Progress has been made in the revaluation of assets. A status report was provided to the Committee in November 2024 in relation to revaluation of assets.

**MOVED** Smith/Marchant that the information be received and noted.

**Carried**

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**Item 12.3 December Quarterly Budget Review (A1-4.42)**

The Office of Local Government has new reporting guideline requirements as per circular 25-04 (6 March 2025) to be implemented from the 1st quarter of the next financial year.

**MOVED** Smith/Marchant that the information be received and noted.

**Carried**

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**ITEM 13 GOVERNANCE**

**Item 13.1 Policy Status and Review Update (Policy Register) (P13-1)**

It was requested by the Committee that a short report is to be prepared to go with the table.

**MOVED** Marchant/Smith that the information be received noting the table and in line with the Office of Local Government requirements.

**Carried**

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**Item 13.2 Policy Framework Review (P13-1)**

Nil.

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**ITEM 14 STRATEGIC PLANNING**

**14.1 Six-Monthly Delivery Program & Operational Report Progress (E4-44)**

**MOVED** Smith/Marchant that the information be received and noted.

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Audit, Risk and Improvement Committee Meeting  
held in the General Managers Office via Teams, 115 Dubbo Street, Warren,  
on Tuesday 11th March 2024 commencing at 9.00 am

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## ITEM 15 SERVICE REVIEWS AND BUSINESS IMPROVEMENT

Item 15.1 Service NSW Service Provision (DMFA) (A1-3, R6-6)

### RECOMMENDATION TO COUNCIL:

**MOVED** Marchant/Smith that a further report describing the results of the Service NSW Review including Council's costs of providing the service, and the community's expectations, be provided to the next ARIC Meeting.

Carried

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## ITEM 16 PERFORMANCE DATA AND MEASUREMENT

(A1-3)

Nil.

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## ITEM 17 GENERAL BUSINESS

Item 17.1 Country Councils ARIC Conference (A1-3.1)

### RECOMMENDATION TO COUNCIL:

**Moved** Smith/Marchant that Council endorse the Committee members in attending the Conference and cover any travel and accommodation expenses incurred.

Carried

Item 17.2 External Audit

(A1-3, C6-9)

### RECOMMENDATION TO COUNCIL:

**MOVED** Marchant/Smith that the development of an ICT Policy be included in the Work Plan under Governance for September 2025.

Carried

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## ITEM 8 DATE OF NEXT MEETING

- Tuesday, 28 May 2025 at 2.00 pm.
- Tuesday, 2 September 2025
- Tuesday, 18 November 2025

There being no further business the meeting closed 11.38 am.

## TOWN IMPROVEMENT COMMITTEE

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Attached are the Minutes of the meeting of the Town Improvement Committee held on Tuesday 11<sup>th</sup> March 2025.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Town Improvement Committee held on Tuesday 11<sup>th</sup> March 2025 be received and noted, and the following recommendation be adopted:

**ITEM 5.2      PROPOSED IMPROVEMENT PROJECTS & PROGRAM      (P1-2)**

That Council considers funding the following six (6) items for the 2025/2026 financial year.

- Replacement of retaining wall structures (copper log)- Warren Town Levee;
- Shade structures over seating the Splash Park;
- Replacement of fence – Nevertire Cemetery;
- Placement of sandstone blocks (Located at Ellengerah Reservoir) along the driveway through Oxley Park to limit people parking on the grass areas;
- Replacement of tables and seating at Bob Christensen Reserve; and
- Replacement in part, fencing at Rotary Park.

# WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting  
held in the Council Community Room, 115 Dubbo Street, Warren  
on Tuesday 11th March 2025 commencing at 2.31pm

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## PRESENT:

Councillor Penelope Heuston (Chair)  
Councillor David Cleasby  
Councillor Sarah Derrett  
Councillor Pauline Serdity  
Stephen Glen (Acting General Manager)  
Sylvester Otieno (Divisional Manager Engineering Services)  
Raymond Burns (Town Services Manager)  
Maryanne Stephens (Manager Health and Development Services)  
Angie Tegart (Minute taker)

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## ITEM 1 APOLOGIES

Apologies were received from Councillor Dirk McCloskey, Councillor Roslyn Jackson and Gary Woodman (General Manager) who were absent due to external commitments, and it was **MOVED** Heuston/Serdity that a leave of absence be granted for this meeting.

**Carried**

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## ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON TUESDAY 19TH NOVEMBER 2024

**MOVED** Heuston/Serdity that the Minutes of the Meeting held on Tuesday 19th November 2024 be accepted as a true and correct record of that meeting.

**Carried**

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## ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD TUESDAY 19TH NOVEMBER 2024

Nil.

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## ITEM 4 ACTION CHECKLIST

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

**Carried**

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## ITEM 5 REPORTS

ITEM 5.1 REPLACEMENT OF FENCING AT MACQUARIE PARK - UPDATE (P1.2, P1-7.6)

### RECOMMENDATION:

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

**Carried**

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# WARREN SHIRE COUNCIL

Minutes of the Town Improvement Committee Meeting  
held in the Council Community Room, 115 Dubbo Street, Warren  
on Tuesday 11th March 2025 commencing at 2.31pm

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**ITEM 5.2      PROPOSED IMPROVEMENT PROJECTS & PROGRAM      (P1-2)**

**RECOMMENDATION TO COUNCIL:**

**MOVED** Burns/Cleasby That;

1. The information be received and noted; and
2. Council considers funding the following six (6) items for the 2025/2026 financial year.
  - Replacement of retaining wall structures (copper log)- Warren Town Levee;
  - Shade structures over seating the Splash Park;
  - Replacement of fence – Nevertire Cemetery;
  - Placement of sandstone blocks (Located at Ellengerah Reservoir) along the driveway through Oxley Park to limit people parking on the grass areas;
  - Replacement of tables and seating at Bob Christensen Reserve; and
  - Replacement in part, fencing at Rotary Park.

**Carried**

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**ITEM 6      GENERAL BUSINESS**

Nil.

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**NEXT MEETING**

TBA.

**There being no further business the meeting closed at 3.20pm**

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## TRAFFIC COMMITTEE MINUTES

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Attached are the Minutes of the meeting of the Traffic Committee held in the Council Conference Room, Thursday 13th March 2025.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Traffic Committee held on Thursday, 13th March 2025 be received and noted and that the following recommendations be adopted:

**ITEM 5.1      ANZAC DAY 2025      (C19-9)**

Subject to the concurrence of the NSW Police Force and the Local Member Representative, the Committee endorses the application for the 2025 ANZAC Day Dawn Service and Parade to be held along Burton and Dubbo Streets and recommends its approval.

# WARREN SHIRE COUNCIL

## Minutes of Traffic Committee

held in Council Conference Room, 115 Dubbo Street, Warren on  
Thursday 13th March 2025 commencing at 2.03pm

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### PRESENT:

Councillor Mark Kelly (Chairperson)

Mr Stephen Glen (Acting General Manager)

Mr Sylvester Otieno (Divisional Manager Engineering Services)

Mr Jason Nicholson (TfNSW)

Mr Rino Miranda (Minute Taker)

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### ITEM 1 APOLOGIES

An apology was received from Mr. David Duncan who was absent due to external commitments, and it was **MOVED** Nicholson/Kelly that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

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### ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON THURSDAY, 7TH NOVEMBER 2024

**MOVED** Kelly/Nicholson that the Minutes of the Meeting held on, Thursday, 7th November 2024 be accepted as a true and correct record of that meeting.

Carried

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### ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON THURSDAY, 7TH NOVEMBER 2024

Nil.

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### ITEM 4 ACTION CHECKLIST

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

Carried

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### ITEM 5 REPORTS

ITEM 5.1 ANZAC DAY 2025 (C19-9)

### RECOMMENDATION TO COUNCIL:

**MOVED** Kelly/Nicholson that, subject to the concurrence of the NSW Police Force & Local Member Representative, the Committee endorses the application for the 2025 ANZAC Day Dawn Service and Parade to be held along Burton and Dubbo Streets and recommends its approval.

Carried

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**WARREN SHIRE COUNCIL**  
Minutes of Traffic Committee  
held in Council Conference Room, 115 Dubbo Street, Warren on  
Thursday 13th March 2025 commencing at 2.03pm

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**ITEM 6            GENERAL BUSINESS**

- Councilor Kelly has raised concerns and feedback from some Warren residents regarding the speed limit on the Oxley Highway near Warren Golf Club, inquiring whether it can be reduced. Nicholson will review the matter and provide an update at the next committee meeting.
- 

**ITEM 7            NEXT MEETING**

If possible, by 12<sup>th</sup> June 2025.

**THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 2:15 PM.**



## **MANEX MINUTES**

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Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 18th March 2025.

**RECOMMENDATION:**

That the Minutes of the Meeting of the Manex Committee held on Tuesday, 18th March 2025 be received and noted.

**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

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**PRESENT:**

|                   |   |
|-------------------|---|
| Gary Woodman      | General Manager (2.34 pm)                           |
| Stephen Glen      | Acting General Manager                              |
| Joe Joseph        | Infrastructure Projects Manager                     |
| Susan Balogh      | Economic Development and Visitation Manager         |
| Jody Burtenshaw   | EA to the Mayor and General Manager                 |
| Bradley Pascoe    | Divisional Manager Finance & Administration (Chair) |
| Jillian Murray    | Treasurer   |
| Maryanne Stephens | Manager Health and Development Services (2.38 pm)   |
| Sylvester Otieno  | Divisional Manager Engineering Services             |
| Raymond Burns     | Town Services Manager                               |
| Mahmud Kaiser     | Roads Infrastructure Manager                        |
| Ray Egan          | Flood Recovery and Special Projects Manager         |

**1 APOLOGIES**

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

**Carried**

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**2 BUSINESS ARISING FROM MINUTES**

- The Acting General Manager reminded everyone of the obligations in relation to Annual Performance Appraisals and that they needed to be completed by the 31st March 2025.
  - The Treasurer requested that Officers use the staff calendar to record when they are away from the office and if Officers are away on the Friday, please forward your timesheet to the Payroll Officer.
- 

**3 ACTION CHECKLIST**

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

**Carried**

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**4.1 EXECUTIVE OFFICE MATTERS**

4.1.1 Marketing and Communications Update (AGM)

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

**Carried**

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4.1.2 The Western Plains App Monthly Report (AGM)

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

**Carried**

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**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in Council's Community Room on  
 Tuesday, 18th March 2025 commencing at 2.30 pm

**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

4.1.3 Preparation of the April 2025 Council Newsletter (AGM)

| Item  | Responsible Officer                     |
|---|---|
| <b>HEADER OR FOOTER ITEMS</b>                                 |   |
| Registration of Local Contractors on VendorPanel              | DMFA, CC                                |
| Subscription to Newsletter                                    | GM                                      |
| VIC Volunteer Advertising                                     | EDVM                                    |
| <b>PRIORITY MATTERS</b>                                       |   |
| From the Mayors Desk  | (EA/GM/Mayor)                           |
| Vacant Positions  | Finance Officer – Payroll/HR<br>Officer |
| Road Maintenance Construction Program for<br>March/April 2025 | FRSPM/RIM/DMES                          |
| Levee Rehabilitation Project Update                           | IPM                                     |
| Dog Pound Project Update                                      | IPM                                     |
| IPWEA Orana Group Meeting                                     | IPM/GM                                  |
| Connecting Seniors Launch                                     | LIB/EDVM                                |
| Sewer Treatment Plan Lagoon Update                            | TSM/DMES                                |
| <b>LOWER PRIORITY MATTERS</b>                                 |   |
| Women of Warren Shire   | GM                                      |
| Responsible Pet Ownership                                     | MHD                                     |
| CMCC Weed Awareness Section (if available)                    | CMCC                                    |
| SR 66 Wambianna Road Flood Damage                             | FRSPM/RIM/ DMES                         |
| SR58 Nevertire-Bogan Road Reconstruction                      | FRSPM/RIM/ DMES                         |
| RR202 Marthaguy Road Flood Damage and Road Safety<br>Program  | FRSPM/RIM/DMES                          |
| RR333 Carinda Road Road Safety Program                        | FRSPM/RIM/ DMES                         |
| SR 91 Industrial Access Road                                  | FRSPM/RIM/DMES                          |
| Discover Warren Tourism Brochure Launch                       | EDVM                                    |

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

**Carried**

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in Council's Community Room on  
 Tuesday, 18th March 2025 commencing at 2.30 pm

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**4.1 EXECUTIVE OFFICE MATTERS**

**CONTINUED**

4.1.4 Suggestions in the Council Suggestion Boxes (AGM)

Nil.

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**4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS**

4.2.1 Warren Shire Council Contract Register (DMFA)

**MOVED** Pascoe/Glen that:

1. The information be received and noted;
2. The Contract Register that has been presented to the Committee is to have a full review by the Divisional Manager Finance & Administration to include:
  - The original contract value;
  - Any variation to the value; and
  - The extensions/variations column to be only for any extension of time.
3. The Divisional Manager Finance & Administration to investigate what legal/legislative requirements Council is required to maintain.

**Carried**

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4.2.2 Warren Shire Council Grants Register (DMFA)

**MOVED** Stephens/Glen that:

1. The information be received and noted; and
2. Manex Team to check for any missing Grants from the Register.

**Carried**

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4.2.3 Manex Member Advice on Large Payments for Investment Strategy Information (DMFA)

| Estimated major expenditure for March 2025:   | Estimated income / payments for March 2025:   |
|---|---|
| <ul style="list-style-type: none"> <li>▪ Bitumen Reseals \$600,000</li> </ul>                         | <ul style="list-style-type: none"> <li>▪ Warren Levee Rock Milestone 4 \$600,000 (March)</li> </ul>             |
| <ul style="list-style-type: none"> <li>▪ Victoria Amenities Progress Payment \$120,000.00</li> </ul>  | <ul style="list-style-type: none"> <li>▪ Warren Levee Milestone 2 and 3 \$375,710 (March)</li> </ul>            |
| <ul style="list-style-type: none"> <li>▪ Exclusion Fence – Showground/Racecourse \$120,000</li> </ul> | <ul style="list-style-type: none"> <li>▪ Towards Zero Road Safety Program Marthaguy Road - \$858,000</li> </ul> |
| <ul style="list-style-type: none"> <li>▪ Sealing Nevertire – Bogan \$200,000</li> </ul>               | <ul style="list-style-type: none"> <li>▪ Towards Zero Road Safety Program Carinda Road - \$789,800</li> </ul>   |
| <ul style="list-style-type: none"> <li>▪ Construction of Evaporation Lagoon \$100,000</li> </ul>      | <ul style="list-style-type: none"> <li>▪ \$1.4 M SH 11 Heavy Patching</li> </ul>                                |
| <ul style="list-style-type: none"> <li>▪ Levee rock cartage \$160,000</li> </ul>                      | <ul style="list-style-type: none"> <li>▪ \$390,000 SH 11 Reseals</li> </ul>                                     |

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in Council's Community Room on  
 Tuesday, 18th March 2025 commencing at 2.30 pm

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4.2.3 Manex Member Advice on Large Payments for Investment Strategy Information (DMFA)  
 Continued

| Estimated major expenditure for March 2025:  | Estimated income / payments for March 2025: |
|--|---|
| <ul style="list-style-type: none"> <li>▪ CCTV Condition Inspection – Sewer mains \$70,000</li> </ul> |   |
| <ul style="list-style-type: none"> <li>▪ RMCC Reseals \$442,319</li> </ul>                           |   |
| <ul style="list-style-type: none"> <li>▪ Marthaguy Road – Sealing \$200,000</li> </ul>               |   |
| <ul style="list-style-type: none"> <li>▪ Marthaguy Road – Neill Earthmoving \$150,000</li> </ul>     |   |
| <ul style="list-style-type: none"> <li>▪ Marthaguy Road – Stabiliser \$100,000</li> </ul>            |   |
| <ul style="list-style-type: none"> <li>▪ Carinda Road – Mt Foster Material \$100,000</li> </ul>      |   |
| <ul style="list-style-type: none"> <li>▪ Rollers Australia - \$200,000</li> </ul>                    |   |

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

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

## 4.3 ENGINEERING DEPARTMENT MATTERS

### 4.3.1 Flood Recovery Works (DMES/FRSPM/RIM)

| Event Name       | Event Description                                     | Work Completion Deadline | Budget   | Payment Claim                   | Claim Received        | Claim Submission Status   |
|------------------|---|--------------------------|--|---------------------------------|-----------------------|---|
| AGRN 960 EPA     | NSW Storms and Floods from 10 March 2021 onwards      | 30.06.2024               | <b>\$2,203,177.37</b>                                      | <b>\$2,203,177.37</b>           | <b>\$2,188,791.95</b> | Works completed.<br>\$2,188,791.95 worth of Payment claim has been received.  |
| AGRN 1025 EW     | NSW Severe Weather and Flooding: 27 June 2022 onwards | 30.06.2023               | <b>\$58,436.06</b>   | <b>\$58,436.06</b>              |                       | Works completed.<br>Payment claim has been submitted.<br>Council received a Funding Letter for \$50,869.85, which is \$7,566.21 less than expected. We are currently investigating this matter. |
| AGRN 1025 IRW    | NSW Severe Weather and Flooding: 27 June 2022 onwards | 30.06.2025               | <b>\$340,590.34</b>  | <b>\$340,590.34</b>             | <b>\$303,427.85</b>   | Works completed.<br>\$303,427.85 worth of Payment claim has been received.  |
| AGRN 1034 EW     | NSW Flooding from 14 September 2022 onwards           | 30.06.2023               | <b>\$970,205.27</b>  | <b>\$970,205.27</b>             | <b>\$107,465.53</b>   | Works completed.<br>Payment claim has been submitted.<br>Council received \$107,465.53 following the reconciliation of the advanced payment.  |
| AGRN 1034 IRW    | NSW Flooding from 14 September 2022 onwards           | 30.06.2023               | <b>\$874,774.07</b>  | <b>\$174,422.76<sup>1</sup></b> | <b>\$137,260.26</b>   | Works completed.<br>Payment claim has been submitted.<br>Council received \$137,260.26 after the deduction of Council's Contribution.   |
| AGRN 1034 EPA RW | NSW Flooding from 14 September 2022 onwards           | 30.06.2026               | <b>\$6,076,520.03<br/>(From 1<sup>st</sup> Submission)</b> | <b>\$698,345.00<sup>1</sup></b> | <b>\$0.00</b>         | Works completed.<br>Payment claim has been submitted.   |
|                  | Regional Roads  |                          | \$4,878,443  |                                 |                       | Works have been started.  |
|                  | Local Roads   |                          | \$1,198,077  |                                 |                       | A Partial Payment claim has been submitted.<br>The work associated with this payment claim was completed as part of the AGRN 1034 IRW event.  |
| <b>Total</b>     |   |                          |  | <b>\$4,455,125.34</b>           | <b>\$2,736,945.59</b> |   |
|                  |   |                          |  | <b>Unclaimed Amount</b>         | <b>#\$708,231.21</b>  |   |

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

## 4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

### 4.3.1 Flood Recovery Works (DMES/FRSPM/RIM)

Continued

# \$1 Million funds have been provided by a special restoration grant, so the amount currently yet to be paid is \$1,078,564.91

1. After the Deadline of the Construction Timeframe of the AGRN 1034 IRW Event, this Event has been renamed as the AGRN 1034 EPA RW. Council has submitted a partial claim of \$698,345 under the AGRN 1034 EPA RW.
  - Follow-up on Council's Claim for Emergency Levee Operations (\$174,000), now with the NSW Government politicians.
  - Email with original claim documents emailed to NSW SES on the 28th February 2023. Currently only \$73,012.03 of \$174,000 approved for payment.
  - The Town Services Manager has provided the State Emergency Service (SES) a further copy of Council's Claim for Emergency Levee Operations (\$757,745.33) requesting payment. Advice has also been provided to the Member for Barwon requesting help for full reimbursement of Council's costs. \$169,827.86 has been approved for payment.

### 4.3.2 Road Maintenance Council Contract (RMCC) (DMES/FRSPM/RIM)

| Project                                 | Estimate / Budget | Comments   |
|---|-------------------|--|
| Heavy Patching 2024-25                  | \$1,597,062       | The Council received a Work Order for Heavy Patching valued at \$1,367,804.60, covering 62 patches with a total area of 18,240 m <sup>2</sup> . Heavy patching works commenced in September 2024. The scope of the Heavy Patching Works for flood-damaged areas has been updated, with 9 additional patches selected for repair; all of them are in Milawa area. Council received the new Work Order which includes additional 9 Patches. Following the recent JPA, an additional patch (158 m <sup>2</sup> ) near the railway has been added. All the Patching Works have been completed; only Sealing works are required on 10 patches and are scheduled for completion next week. Once completed, the Council will submit the payment claim except the Line Marking Cost. |
| Milawa Pavement Rehabilitation – 3.25km | \$1,391,926       | Council received the Payment Claim worth of \$1,116,305 which excludes the Final Sealing Works and the Line Marking. The Linemarking Works will be started in the 1st week of March. Final sealing Works will be completed in 2025/26 Financial Year.  |

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

## 4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

### 4.3.2 Road Maintenance Council Contract (RMCC) (DMES/FRSPM/RIM)

Continued

| Project   | Estimate / Budget   | Comments   |
|---|---|--|
| RMAP Activities – 2024/25 and Culvert Replacement | \$850,945 + The Cost associated with Culvert Replacement. | Under Scheduled Maintenance: 22 Culverts will be cleaned (Estimated Budget, \$92,890). Culvert cleaning works is still going on and it will be completed in January 2025. Four Culverts have been repaired (Estimated Budget is \$293,019). Also, One Culvert will be replaced at Oxley Highway in this Financial Year. A Work Proposal will be submitted to TfNSW soon.<br>Conseth Solutions is working for all the culvert related works. (RIM/DMES) |
| Reseal Works 2024-25                              | \$442,319.58  | The Work Proposal has been submitted to TfNSW for the Reseal Works on Segment 295 and Segment 300. Total Area of the Reseal Works is 34,060 m2. Reseal Works have been completed already. After the completion of the Line Marking, Payment Claim will be submitted.   |



# WARREN SHIRE COUNCIL

## Minutes of the Manex Committee Meeting

held in Council's Community Room on

Tuesday, 18th March 2025 commencing at 2.30 pm

### 4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

4.3.3 Capital Works Program – 2024/25 (DMES/FRSPM/RIM) as detailed within the report.

| Project   | Budget      | Expend/<br>Comm | Resp | Comment  |
|---|-------------|-----------------|------|--|
| <p>Bridges Renewal Program<br/>RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge</p> | \$5,010,000 | \$4,431,612     | DMES | <p>Applications for extension of time have been submitted to TfNSW (acting for BRP) and Restart NSW.</p> <p>Marthaguy Creek Bridge: Structure (Deck, Guardrails, etc.) has been completed. Road Works (approach to the Bridge) need to be done. It will be started after the completion of Newey Bridge Road Approach Works. Additional Silt Protection Works will start at the right-hand side (towards Coonamble) of the Bridge. Also, Bridge Rail needs to be installed after the Road Works. Newe Park Bridge: The Deck of the Newe Park Bridge has been completed. Back Filling and Guardrail installations have been completed on Newe Park Bridge. The road approach works on Newe Park Bridge have commenced, with completion expected by 16th March 2025.</p> |
| Urban Unsealed Roads Resheeting   | \$15,750    | \$1,012         | RIM  | Ongoing.   |
| <p>Resheeting of SR62 Buddabadah Road (GPR/FAG) - \$430,500 &amp; LRCI - \$170,100.00</p>                         | \$600,600   | \$150,000       | RIM  | <p>After the Road Committee Meeting, 4 additional roads will be considered for the potential re-sheeting works. Roads are in the following:</p> <p>SR 62-Buddabadah Road – 2 km<br/>SR 75 - Pineclump Soldiers Rd – 1 km<br/>SR 87 - Cremorne Road – 1 km<br/>SR 95 - Gunningba Road – 1 km<br/>SR 97 - Kianga-Marebone</p>  |

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in Council's Community Room on  
 Tuesday, 18th March 2025 commencing at 2.30 pm

**4.3 ENGINEERING DEPARTMENT MATTERS**

**CONTINUED**

4.3.3 Capital Works Program – 2024/25 (DMES/FRSPM/RIM) as detailed within the report.

| Project  | Budget          | Expend/<br>Comm | Resp | Comment  |
|--|-----------------|-----------------|------|--|
|  |                 |                 |      | Road – 1 km<br>The total budget will be allocated across the five roads. |
| *SR65 Collie-Bourbah Road Reseal (R2R)                                       | \$78,711        | \$78,711        | RIM  | Completed.   |
| *Old Warren Road Reseal (R2R)  | \$135,000       | \$126,800       | RIM  | Completed.   |
| *SR27 Bullagreen Road Reseal (R2R)   | \$73,748        | \$73,748        | RIM  | Completed.   |
| *SR12 Lemongrove Road Reseal (R2R)   | \$85,086        | \$85,086        | RIM  | Completed.   |
| *SR5 Buckiinguy Reseal (R2R)   | \$82,314        | \$82,314        | RIM  | Completed.   |
| *SR59 Tottenham Road Reseal (RERRF)  | \$101,596       | \$101,596       | RIM  | Completed.   |
| *SR58 Nevertire Bogan Road (RERRF)   | \$118,621       | \$118,621       | RIM  | Completed  |
| *Collie Bourbah Road Reseal Seg2 (LRCI)                                      | \$102,736.76    | \$102,736.76    | RIM  | Completed  |
| *Collie Dubbo Road Reseal (R2R)  | \$89,745.58     | \$89,745.58     | RIM  | Completed  |
| Bundemar Street (Burton-Readford) Reseal (R2R)                               | To be estimated | Nil             | RIM  | Will be deferred to Next Year due to Budget Restriction.                 |
| Nevertire Bogan Road Reseal (Segment 26 – 1 <sup>st</sup> Half) (RLRP/RERRF) | To be estimated | Nil             | RIM  | Not started yet  |
| Tottenham Road Reseal (Segment 24 – 1 <sup>st</sup> Half) (RLRP/RERRF)       | To be estimated | Nil             | RIM  | Not started yet  |

**WARREN SHIRE COUNCIL**  
**Minutes of the Manex Committee Meeting**  
**held in Council's Community Room on**  
**Tuesday, 18th March 2025 commencing at 2.30 pm**

**4.3 ENGINEERING DEPARTMENT MATTERS**

**CONTINUED**

4.3.3 Capital Works Program – 2024/25 (DMES/FRSPM/RIM) as detailed within the report.

| Project  | Budget                                   | Expend/<br>Comm | Resp      | Comment  |
|--|--|-----------------|-----------|--|
| *Narromine Street (Clyde-Warren) Reseal (R2R, LRCI)  | \$38,556.06                              | \$38,556.06     | RIM       | Completed  |
| *Bullagreen Road Reseal Seg 2(R2R)   | \$71,314.77                              | \$71,314.77     | RIM       | Completed  |
| NSW Disaster Ready Fund – Electronic Signage at Reddenville Break and Stoney Creek Crossing. | \$77,021.00                              | Nil             | DMES      | Grant successful. Funding Deed has been executed.  |
| Safer Roads Program – Carinda Road, Segment 62 to 70; Shoulder Widening.                     | \$3,949,000<br>\$450,000 co-contribution | \$345,619       | DMES/RIM  | Design has been completed. An application for extension of time and additional funding has been submitted to TfNSW. Works have been started. |
| Safer Roads Program – Marthaguy Road, Segment 12 to 20; Safety Improvements.                 | \$4,290,000<br>\$450,000 co-contribution | \$117,164       | DMES/RIM  | Design has been completed. An application for extension of time and additional funding has been submitted to TfNSW. Works have been started. |
| Floodplain Management Program (DCCEEW) – Warren Town Flood Study                             | \$226,308                                | Nil             | DMES      | Tender recommendation report to be presented to the March 2025 Council Meeting. Tendering in progress  |
| *Bundemar Street Warren and Clyde Street and Narromine Street, Nevertire K&G (R2R)           | \$203,006                                | \$203,006       | DMES/ RIM | K&G Completed.   |

**MOVED** Stephens/Burns that the information be received and noted for items 4.3.1, 4.3.2 and 4.3.3.

**Carried**

**WARREN SHIRE COUNCIL**  
 Minutes of the Manex Committee Meeting  
 held in Council's Community Room on  
 Tuesday, 18th March 2025 commencing at 2.30 pm

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**4.3 ENGINEERING DEPARTMENT MATTERS** **CONTINUED**

4.3.4 2024 Calendar of Events at Showground/Racecourse (TSM/IPM)  
**MOVED** Burns/Burtenshaw that the information be received and noted.

**Carried**

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**4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS**

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

| Event     | Subcategory | Estimate    | Status   |
|-----------|-------------|-------------|--|
| AGRN 1034 | EW          | \$82,389.10 | Claim for temporary tip and waste disposal. Works completed. Claim re-submitted 4 <sup>th</sup> April 2024. \$82,389.10 has been paid. |
| AGRN 1034 | EPA RW      | \$220,500   | Claim for re-construct internal access road. Submitted 4 <sup>th</sup> April 2024. Claim certified by Council engineer as requested.   |
| AGRN 1034 | EPA RW      | \$38,983.86 | Claim for other works associated with flooding of tip. Re-submitted 4 <sup>th</sup> April 2024. Claim signed by Council November 2024. |

***Table Legend***

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

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

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

**Carried**

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**4.5 WORK HEALTH & SAFETY RISK MATTERS**

Nil.

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

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

| Position                          | Permanent/<br>Contract    | Responsible<br>Officer | Status  |
|-----------------------------------|---------------------------|------------------------|---|
| Accountant                        | Permanent                 | DMFA                   | No action to be taken at present due to budget.       |
| Utilities Maintenance Team Leader | Permanent                 | DMES                   | Advertising with an open closing date.                |
| Utilities Maintenance Team Member | Permanent                 | DMES                   | Advertising with an open closing date.                |
| Light Plant Operator - Relief     | Permanent                 | DMES                   | Advertising with an open closing date.                |
| Light Truck Driver (Water)        | Contract at least 2 Years | DMES                   | Advertising with an open closing date.                |
| Light Plant Operator – Roller     | Contract at least 2 Years | DMES                   | Advertising with an open closing date.                |
| Light Plant Operator – Roller (2) | Permanent                 | DMES                   | Advertising with an open closing date.                |
| Heavy Diesel Mechanic             | Permanent                 | DMES                   | Advertising with an open closing date.                |
| Apprentice Heavy Diesel Mechanic  | Permanent                 | DMES                   | Will readvertise in next round of program.            |
| *Cleaner                          | Permanent                 | MHD                    | Currently job sharing with other Cleaner position.    |
| *Part-time Cleaner                | Permanent                 | MHD                    | Filled role internally. Commenced 27th February 2025. |
| Trainee Tourism Officer           | Permanent                 | EDVM                   | Will readvertise in next round of program.            |

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

**Carried**

**5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS**

**(L5-3)**

| Date    | Circular No. | Description   | Comment/Action   |
|---------|--------------|---|--|
| 25.2.25 | 25-03        | Review of the NSW Companion Animals Laws – Discussion Paper | The Ranger and the Manager Health and Development Services to submit a review on the Discussion Paper. |
| 6.3.25  | 25-04        | Draft Quarterly Budget Review Statement Guidelines          | Noted.   |

**WARREN SHIRE COUNCIL**  
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5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

CONTINUED

**MINISTERIAL CIRCULARS**

| Date | Circular No. | Description | Comment/Action |
|------|--------------|-------------|----------------|
| Nil  |              |             |                |

**MOVED** Glen/Pascoe that the information be received and noted.

**Carried**

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

## 5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

CONTINUED

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

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

The OLG Calendar of Compliance & Reporting Requirements 2024-25 is available to view [here](#). A hard copy has been provided to Manex Members via an email sent on Monday, 8th July 2024.

|            |   | March 2025   | Status                                    |    | April 2025  | Status |
|------------|---|--|---|----|---|--------|
| Finance    | 1 | Valuer General to provide estimates of changes in the value of land for which supplementary valuations are required within one (1) month of date of request (LGA s 513(2))       | Noted.                                    | 30 | Public bodies to provide Council with a list of parcels of land to which rate rebate applies [LGA s 600(5)] | Noted  |
|            |   | Councils are reminded of the need to engage infrastructure asset valuers in a timely manner to ensure compliance with the financial reporting legislation                        | Noted.                                    | 30 | Fourth quarter rates instalment notices to be sent [LGA s562(5)]  | Noted  |
|            |   |  |   | 30 | Income Adjustments for Newly Rateable Crown Land due  | Noted  |
| Governance |   | Induction and/or refresher training for the Mayor and all newly elected and returning councillors is to be completed (LG Reg cl 183(1), 183(3) and 184(1)).                      | Induction completed and ongoing training. |    |   |        |
|            | 1 | Council must establish a new Delivery Program after the ordinary election to cover principal activities of the councils for the 4 year period commencing on 1 July [LGA s404(3)] | Noted and in progress.                    |    |   |        |

# WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

**5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS**

**CONTINUED**

|                          |    | March 2025   | Status                      |  | April 2025  | Status       |
|--------------------------|----|--|-----------------------------|--|---|--------------|
|                          | 14 | Councils who administered their own elections – the General Manager must provide the Minister with a report setting out details of the election and displayed on council's website [393A LG Reg] | N/A.                        |  |   |              |
|                          | 31 | ARIC to have met this quarter [LG Reg s216J]   | Meeting held 11 March 2025. |  |   |              |
| <b>Grants</b>            |    |  |                             |  | Local Government Recovery Grants – AGRN 1012, 1025, 1030/34 - YTD Reporting due | <b>Noted</b> |
| <b>Companion Animals</b> |    |  |                             |  |   |              |
| <b>Other</b>             |    |  |                             |  |   |              |
| <b>Education</b>         |    | Revenue Professionals Conference   | <b>Noted</b>                |  |   |              |
|                          |    | LG Professionals – Governance Conference   | <b>Noted</b>                |  |   |              |

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

**Carried**



**WARREN SHIRE COUNCIL**  
Minutes of the Manex Committee Meeting  
held in Council's Community Room on  
Tuesday, 18th March 2025 commencing at 2.30 pm

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

6.1 Project Management Procedure

**MOVED** Pascoe/Balogh that:

1. The Committee provide comments back to the Infrastructure Projects Manager for inclusion into the final document; and
2. The Project Management Procedure be presented to the April 2025 Manex Meeting.

**Carried**

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**7 FEBRUARY 2025 DRAFT MINUTES AND MARCH 2025 DRAFT BUSINESS PAPER**

The Committee previewed the March 2025 Business Paper and the February 2025 Draft Minutes and actions required were placed on the Action Checklist in Item 1 of the General Manager's Report.

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**8 CORRESPONDENCE AND CUSTOMER REQUESTS STATUS**

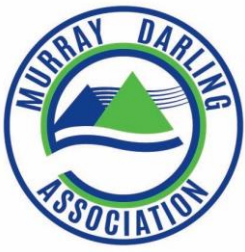
The correspondence list and the outstanding request/actions list were circulated. It was requested that the Responsible Officers update the outstanding complaints/actions list and return to the Engineering Administration Officer/Works Clerk.

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**9 GENERAL BUSINESS WITHOUT NOTICE**

- The Economic Development and Visitation Manager advised that in conjunction with Francis Evans a short video was produced on the upcoming Warren Chamber Music Festival and this video will be circulated to Manex tomorrow. It was requested if the Manex Team could circulate the video to any contact groups that they feel may be interested in the Festival.

**There being no further business the meeting closed at 5.08 pm.**



# Murray Darling Association Inc

## Region 10 Ordinary Meeting

PO Box 1268  
Echuca VIC 3564

### MINUTES

**Location:** Virtual, Forbes Shire Council, 2 Court St, Forbes NSW 2871

**Date:** 18/2/2025

**Meeting Start:** 11:00AM

**Meeting Close:** 12:24PM

### Acknowledgement of Country

Murray Darling Association acknowledges the traditional owners & custodians of country and pay our respects to the people, cultures, and elders past, present, and emerging.

### Attendance

#### Present

| Delegate             | Council                    | Region                  |
|----------------------|----------------------------|-------------------------|
| Director Cathy Black | Bogan Shire Council        | Region 10               |
| Cr Pip Goldsmith     | Coonamble Shire Council    | Region 10               |
| GM Paul Gallagher    | Coonamble Shire Council    | Region 10               |
| Cr Peter Wright      | Cowra Shire Council        | Region 10               |
| Mayor Paul Smith     | Cowra Shire Council        | Region 10               |
| GM Paul Devery       | Cowra Shire Council        | Region 10               |
| Cr Phillip Toynton   | Dubbo Regional Council     | Region 10               |
| Cr Chris Roylance    | Forbes Shire Council       | Region 10               |
| Cr Dennis Brady      | Lachlan Shire Council      | Region 10               |
| Cr Peter Howe        | Narromine Shire Council    | Region 10               |
| Mayor Greg Whiteley  | Warren Shire Council       | Region 10               |
| Mark Lamb            | Murray Darling Association | Chief Executive Officer |
| Tim Zeller           | Murray Darling Association | Staff                   |

#### Apologies

| Delegate           | Council                    | Region    |
|--------------------|----------------------------|-----------|
| Mayor Danny Keady  | Coonamble Shire Council    | Region 10 |
| Mayor Lachlan Ford | Bourke Shire Council       | Region 10 |
| GM Leonie Brown    | Bourke Shire Council       | Region 10 |
| Mayor Des Kennedy  | Mid-Western Region Council | Region 10 |

#### Declarations

Nil.

## Confirmation of Previous Minutes

The CEO, M Lamb, took the Previous Minutes as read, acknowledged that the attached Minutes from the previous Region 10 Ordinary Meeting were dated from almost 5 years ago.

M Lamb noted that the Murray Darling Association (MDA) was in good financial footing since the last Region 10 Ordinary Meeting was held.

M Lamb noted that over the course of years, some regions of the MDA had fallen into a state of Hiatus, with regions meeting informally rather than in the formal quarterly meeting format. M Lamb noted that there was also a move to unite Regions 10 and 10A.

- D Brady noted that there had been a lot of confusion regarding the boundaries of Regions 10 and 10A. D Brady noted that around the time of the Millenium Drought there had been a lot of emphasis on the Murray, Murrumbidgee, with the rest of the country largely forgotten
  - C Roylance queried whether it would be beneficial to Region 10 Members to provide a list of what members were in Region 10 and Region 10A.
    - M Lamb confirmed that this would be sent out.

### **ACTION:**

**That the Murray Darling Association provide members of Region 10 with the list of member Councils in Regions 10 and 10A.**

M Lamb noted that the MDA Board had begun the reviewing process of the Region Boundaries.

C Roylance expressed the importance of getting Region 10 up and running again, to then ensure active Region engagement in the realignment of the Region Boundaries.

M Lamb raised membership, noted that, as a membership-based organisation, growing and engaging with its member base was an ongoing focus of the MDA. Expressed the importance of engaging with both member, and non-member councils.

- P Howe noted the importance of this Region meeting, noted it had taken a long time for the Region to meet. P Howe expressed concern that the last meeting of the Region had taken place in 2020.

P Howe raised the focus of the MDA, queried whether its focus was on water, the Circular Economy, or Renewable energy.

- M Lamb confirmed that the MDA's core focus had always been on water. Noted that there were some Councils that expressed an interest in other resource management opportunities, such as through the Circular Economy and Waste-to-Energy.

P Howe noted the MDA National Executive, queried who the National President was.

- M Lamb indicated that, following the VIC and NSW Local Government elections, the positions of National President, and Vice-President were vacant. Noted that, however, the MDA Board would be convening in coming weeks to elect the National Executive.

P Howe queried whether the MDA could provide financial transactions for past 5 years.

- M Lamb queried whether P Howe meant Council membership fees.
  - P Howe specified that they sought Council membership fees for the past 5 years.
    - M Lamb confirmed that they would be able to provide P Howe with the Council membership fees of Narromine Shire Council for the past 5 years. Noted that due to privacy laws, unlikely that the MDA would be able to provide the membership fees for other councils.

## Election of Regional Office Bearers

The CEO, M Lamb, raised the election of the Regional Office Bearers. Noted that the MDA normally adheres to a formal process for the nomination of the Regional Chair, however was willing to take nominations from the floor.

The CEO, M Lamb, opened nominations from the floor for the position of Region 10 Chair.

M Lamb noted that they had received a nomination from C Roylance for the position of Region 10 Chair.

M Lamb noted that no other nomination had been received from the floor.

G Whiteley moved the nomination of C Roylance as Chair of Region 10.

- P Wright seconded the nomination

Cr Chris Roylance was elected Chair of Region 10.

The CEO, M Lamb, opened nominations from the floor for the position of Regional Executive Committee.

M Lamb noted the nomination of D Brady.

M Lamb noted the nomination of G Whiteley.

M Lamb noted the nomination of P Wright.

Cr Dennis Brady, Mayor Greg Whiteley, and Cr Peter Wright were elected to the Regional Executive Committee.

M Lamb reconfirmed that the MDA Board would be meeting in coming weeks to elect the National Executive.

M Lamb reference current governance of the MDA's Regions. Noted that Regions 1 and 2 would be holding elections for the Regional Office Bearers shortly. Noted the currently elected Region chairs of:

- Region 4: Cr Jim Hickey
- Region 5: Cr Margaret Howie
- Region 6: Mayor Wayne Thorley
- Region 7: Cr Andrew Tilley
- Region 9: Cr Shari Blumer
- Region 10: Cr Chris Roylance
- Region 11: Mayor Russell Webb
- Region 12: Cr Robyn Fuhrmeister

## Current Issues from Region 10 Councils

The CEO, M Lamb, raised current issues from the Region. Asked that Region 10 Members to provide an update on current issues within their Local Government Areas.

### **Forbes Shire Council:** C Roylance

C Roylance noted that the region was only now getting over the flooding in the region. Anticipated that some smaller flooding would take place in the next 12 – 18 months.

C Roylance referenced a proposed wetlands situation along the Lachlan river. Indicated that they planned to provide additional information at the next Region 10 meeting.

### **Bogan Shire Council:** C Black

C Black noted that the council region had received some funding for flood recovery.

C Black referenced the community's water situation. Noted that the channel providing water to the community, noted that it was an open channel which, due to its nature, lost water to evaporation in transit. C Black referenced the drought, noted that it had severely impacted the community. Noted the importance, and long-term objective, of drought-proofing Nyngan.

### **Coonamble Shire Council:** P Gallagher, P Goldsmith

P Gallagher noted that council was coming in on the back end of a lot of flood damage. Indicated that Council was working with Warren, and Bogan Shire Councils on a Drought Management Plan.

P Goldsmith noted that while the great artisan Basin provided security, there was a lot of risk to the source. Indicated that it was very much on the community's radar.

### **Cowra Shire Council:** P Smith, P Wright

P Smith noted that Cowra was the first town under Wyangala Dam. Expressed that the biggest problem that the charges for water extracting were planned to be increased, increasing costs for water users.

P Smith noted the raising of the Dam Wall, expressed that they would like to see this occur, however acknowledge that this was unlikely, even should there be a change in government, as the Coalition had been the ones to pull the pin the last time.

P Wright noted that there was an opportunity to control a lot of the flooding on the Lachlan River, if the water on Wyangala could be controlled. Noted that higher than usual water levels had caused bank erosion and issues for pump stations.

### **Dubbo Regional Council:** P Toynton

P Toynton noted the biggest issues in their region were flood damage, and flood resilience.

P Toynton noted that Council was preparing a flood map, and had been engaging with community members on how to improve flood management and resilience. Noted that one of the avenues identified was to install levee banks without impacting communities downstream.

**Lachlan Shire Council: D Brady**

D Brady expressed that the Lachlan should never have been included in the Murray-Darling Basin Plan, as the river was disconnected.

D Brady noted that there were erosion issues, particular from fish (Carp). Noted that the attempts to rewild riverbanks had encountered issues with European Carp eating roots and muddying up river banks.

D Brady noted that the 2022 floods had been the worst ever for the region. Noted that water coming down from the east were uncontrolled. Indicated that a lot of flooding in the region didn't come from the dam, rather from all the streams coming into the Lachlan River.

**Narromine Shire Council: P Howe**

P Howe noted that the Council drew water from 9 Bores in the area. Noted that the alluvial aquifers were significantly lower than they had been in years prior.

P Howe note that the Council did not draw from the River currently, but that they were reviewing whether to reinstate this allocation as the Bores were becoming unreliable.

P Howe referenced rumours that Hydro power was being installed into Burrendong Dam. Indicated that this would require a certain level of water in the dam, which could require a decrease in available water.

**Warren Shire Council: G Whiteley**

G Whiteley referenced C Roylance's comments on the wetlands allocation plan. Noted the issue where DPIE and other environmental departments and groups had allocated the areas as wetlands without on the ground inspections.

G Whiteley referred to insurance in towns. Noted concern that, even within the levees, the insurance had increased. Noted that this was a real burden on anybody in the region.

G Whiteley noted that water issues were an ongoing focus in the region.

## Chief Executive Officer's Report

The CEO, M Lamb, provided their Report to the Region 10 Ordinary Meeting, took the report as read.

M Lamb noted that they had already touched on Membership during the Region Meeting.

M Lamb raised MDA Advocacy. Noted that the Region 10 Members had touched on really important areas for Region 10, expressed that this was why Region 10 was so important. Noted that the MDA was constantly advocating on behalf of its members. Indicated that Regions would often prepare motions for advocacy to be raised at the MDA's Annual General Meeting, that however, if issues were urgent, a motion could be raised from the Region and passed during a Region Meeting to be then raised to the MDA Board for immediate advocacy and engagement. M Lamb noted that this was where the MDA played a really important role.

M Lamb raised the 2025 National Conference. Noted that the Conference would be held in Griffith, NSW from 29/9/25 – 2/10/25.

- M Lamb noted that the MDA had not raised its Membership fees during his tenure, nor the cost of conference tickets and registrations. Indicated that the MDA had instead proactively sought to engage with third parties, government departments, such as the CSIRO in a consultancy format.

P Howe queried whether the MDA had received sponsorships from Asia Pacific Waste Solutions (APWS).

- M Lamb acknowledged the reference to APWS, noted that the MDA had acted as a third party to facilitate community engagement for APWS with the Narromine Shire Council and its community.
- M Lamb noted that the MDA had charged a fee of \$60,000.00 +GST to provide the service.
- M Lamb noted the APWS project, stressed that the MDA did not have an invested interest.

G Whiteley queried what timeframe was planned for the Region 10 Meetings.

- C Roylance noted that they aimed for quarterly meetings. Noted that with all the issues raised by member Councils earlier showed that it was important to keep the meetings going.

## General Business

The CEO, M Lamb, queried whether members would like to raise any general business.

G Whiteley expressed that, prior to the next meeting, Councils should reach out to the Region 10 Chair to confirm what would be discussed.

- The Chair, C Roylance, noted that they would reach out to Region 10 members prior to the next Region 10 Ordinary Meeting.

P Wright noted the issue along the Lachlan river raised during the Region meeting. Referenced The Hon Tanya Plibersek MP's comments on the Darling River, that it should always be running.

- M Lamb noted that there appeared to be a shift in South Australia, that there appeared to be a slow shift against Buy Backs.
- M Lamb noted that, since commencing their role as CEO of the MDA, there was less of a divide between the Northern and Southern Basins, even within South Australia. Noted that there was now a shift in attitudes, more farmer, irrigator, and grower representations were being heard. M Lamb expressed that it was worth keeping an open mind as the next phase develops. Noted that there was a lot of support for the opposition of Buy Backs.

## Future Meeting Dates

C Roylance noted future Region Meeting dates:

- 13<sup>th</sup> May 2025

C Roylance noted that the location was yet to be confirmed.

D Brady queried whether these meetings would be in person, or virtual.

- M Lamb noted that the MDA encouraged Regions to meet in person, however that due to the tyranny of distance, virtual attendance would be offered during Meetings of the MDA Regions.

M Lamb thanked C Roylance and the Executive Committee members, attending member Council delegates, for taking the time to come together in the Region 10 Ordinary Meeting.

C Roylance thanked M Lamb, noted a focus for all Council delegates to fight bureaucracy. Expressed that if the Region and its members worked together, would guarantee success.

## Meeting Close

The chair, C Roylance, declared the meeting closed at 12:24PM.



## CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS, COONAMBLE ON MONDAY 24<sup>th</sup> FEBRUARY 2025 COMMENCING AT 10:30AM**

**PRESENT:** Member D Batten, Member N Kinsey, Member Z Holcombe, Member M Cooke, Member P Fisher, Member D Bell, Member M Garnsey, Member G Rummery and Member G Whiteley

**ABSENT:** Member G Peart

**STAFF MEMBERS:** M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer), R Wilson (Administration Services Officer).

**WELCOME:** Meeting was opened at 10:30am and Chairman Clr Batten, welcomed all councillors and staff to the meeting.

### **01/25/01 Leave of Absence**

**Resolved:**

That the leave a leave of absence received from Member G Peart is accepted and a leave of absence is granted.

**Moved:** Member Kinsey

**Seconded:** Member Cooke

**Carried**

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

#### **Public Presentation – Todd Pallister**

*Todd Pallister from LLS – Coordinator for the Hudson Pear Programme, provided Council with a comprehensive update on the Hudson Pear Control Programme. Todd also advised council on the plan to continue awareness of Hudson Pear through events in the community and engage spray contactors to continue controlled spray works in Lighting Ridge and Grawin areas.*

Following Todd's presentation there were questions asked by Members in relation to containment areas and mapping of treatment site. As a result, there was a motion from CMCC members.

**01/25/02 Investigate Satellite Mapping and associated costs****Resolved:**

That Council investigate the use of satellite imagery to establish the Hudson Pear containment lines, in conjunction with mapping work undertaken by Mr Andrew McConnachie.

**Moved:** Member Kinsey

**Seconded:** Member Debra Bell

**Carried**

**01/25/03 Minutes of Ordinary Council Meeting – 25<sup>th</sup> November 2024****Resolved:**

That the minutes of the ordinary Council meeting held 25<sup>th</sup> November 2024, having been circulated be confirmed as a true and accurate record of that meeting.

**Moved:** Member Garnsey

**Seconded:** Member Kinsey

**Carried**

**01/25/04 Reports of Committees****Resolved:**

That the reports of the Central West Regional Weeds Committee, North West Weeds Officers Committee, Parthenium Weed Taskforce Meeting and the ARIC be received and noted.

**Moved:** Member Garnsey

**Seconded:** Member Kinsey

**Carried**

**01/25/05 Council's Decision Action Report – February 2025****Resolved:**

That the Resolution Register for February 2025 be received and noted.

**Moved:** Member Kinsey

**Seconded:** Member Rummery

**Carried**

**01/25/06 Circulars Received from the NSW Office of Local****Resolved:**

That the information contained in the following Departmental circulars 24-20 to 25-01 from the Local Government Division Department of Premier and Cabinet be received and noted.

**Moved:** Member Garnsey

**Seconded:** Member Holcombe

**Carried****01/25/07 Cash and Investment Report – 30<sup>th</sup> November 2024, 31<sup>st</sup> December 2024 and 31<sup>st</sup> January 2025****Resolved:**

That the investment report for 30<sup>th</sup> November 2024, 31<sup>st</sup> December 2024 and 31<sup>st</sup> January 2025 be received and noted.

**Moved:** Member Fisher

**Seconded:** Member Rummery

**Carried****01/25/08 Quarterly Budget Review Statement – December 2024****Resolved:**

That council adopt the attached Quarterly Budget Review Statement for 31<sup>st</sup> December 2024 as tabled.

**Moved:** Member Bell

**Seconded:** Member Holcombe

**Carried****01/25/09 Second Quarter Operational Plan 2024/2025 Annual Delivery Program****Resolved:**

That Council accepts the progress made on the 2024/2025 Operational Plan as at 31<sup>st</sup> December 2024 and Annual Delivery Program.

**Moved:** Member Fisher

**Seconded:** Member Whiteley

**Carried**

### 01/25/10 Important Dates for Councillors – Upcoming Meetings and Events

**Resolved:**

That;

1. Council receive and note the list of upcoming meetings and events
2. Council send one (1) delegate to the Bi-annual Weeds conference to be held from the 4<sup>th</sup> to 7<sup>th</sup> August 2025 at Port Macquarie.

**Moved:** Member Whiteley

**Seconded:** Member Cooke

**Carried**

### 01/25/11 Employee Leave Liability as at 30<sup>th</sup> June 2024

**Resolved:**

That the General Managers report on Employee Leave Liability be noted.

**Moved:** Member Whiteley

**Seconded:** Member Rummery

**Carried**

### 0/25/12 Quarterly Biosecurity Report

**Resolved:**

That the report be received and noted.

**Moved:** Member Garnsey

**Seconded:** Member Fisher

**Carried**

Date of the next CMCC Council Meeting to be Monday 28<sup>th</sup> April 2025 in Coonamble

**Close of Meeting**

The meeting closed at 12:29pm

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
General Manager

**WARREN SHIRE COUNCIL**  
Policy Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
Council Community Room on Thursday, 27<sup>th</sup> March 2025

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**ITEM 1                    CEMETERIES POLICY**

**(P13-1, C2-1)**

**RECOMMENDATION** that:

1. The information be received and noted;
2. The Cemeteries Policy be adopted, with minor amendments.

**PURPOSE**

To advise Council that the Cemeteries Policy requires to be adopted, as per Section 165(4) and 161 of the Local Government Act.

**BACKGROUND**

Warren Shire Council's Cemeteries Policy is automatically revoked at the expiration of 12 months after the election, as per Section 165 (4) of the Local Government Act 1993, unless the Council revokes it sooner. The Cemeteries Policy has been reviewed with only minor grammatical amendments and some minor content changes.

**REPORT**

The Warren Shire Council Cemeteries Policy will assist in the administration, management and maintenance of the cemeteries with the Warren Shire Council Local Government Area. It provides effective guidelines that will assist in ensuring the objective functions of the cemeteries are carried out in accordance with statute and common law, regulation and National Standards. It will also ensure the conduct of those entering the cemeteries is in accordance with reasonable and practical standards. The Policy is required under Section 158 of the Local Government Act.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**LEGAL IMPLICATIONS**

The Cemeteries Policy is a requirement of the Local Government Act 1993 that apply to Council.

Warren Shire Council's Cemeteries Policy is automatically revoked at the expiration of 12 months after the election, the re-adoption of the Policy should review the content to ensure that it is current and fit for purpose. If the Council proposes to adopt the Policy, with or without amendment, it must first exhibit the Policy for at least 28 days and invite submissions for at least 42 days.

After considering submissions, Council may decide to amend the Policy, adopt the Policy without amendment or not to adopt the Policy. If Council decides to amend the Policy, it may publicly exhibit the amended Policy or if the Council is of the opinion that the amendments are not substantial, it may adopt the amended Policy without further public exhibition.

Consultation has been deemed not required as the Cemeteries Policy has been reviewed with only minor grammatical amendments and some minor content changes, shown in red in the attached policy.

# WARREN SHIRE COUNCIL

## Policy Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Community Room on Thursday, 27<sup>th</sup> March 2025

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### ITEM 1

### CEMETERIES POLICY

### CONTINUED

#### RISK IMPLICATIONS

Warren Shire Council's Cemeteries Policy is automatically revoked at the expiration of 12 months after the election, as per Section 165 (4) of the Local Government Act 1993. Therefore, it is a legal requirement that the Cemeteries Policy is adopted to ensure that Council is complying with the Local Government Act 1993 and Regulations.

#### STAKEHOLDER CONSULTATION

Warren Shire Council's Cemeteries Policy is automatically revoked at the expiration of 12 months after the election. There is a need for Council to review their existing Policy to ensure that it continues to be appropriate.

Consultation has been deemed not required as the Cemeteries Policy has been reviewed with only minor grammatical amendments and some minor content changes.

#### OPTIONS

Council has the option of amending the Policy, adopting the Policy without amendment or not adopting the Policy. Council should adopt the Cemeteries Policy with the minor amendments, as the Cemeteries Policy intent remains the same.

#### CONCLUSION

The Cemeteries Policy should be adopted with only minor changes, as it provides effective guidelines that will assist in ensuring the objective functions of the cemeteries are carried out in accordance with statute and common law, regulation and National Standards.

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

- 3.2.1 Maintain community assets (swimming pools, library, council buildings, parks, gardens, reserves, cemeteries, aerodrome, stormwater and water and sewer infrastructure) to acceptable community standards
- 5.2.2 Proactively manage known compliance risks
- 5.3.3 Ensure a quality customer service focus by Council staff

#### SUPPORTING INFORMATION /ATTACHMENTS

Cemeteries Policy.

**WARREN SHIRE COUNCIL**  
Policy Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
Council Community Room on Thursday, 27<sup>th</sup> March 2025

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ITEM 1

CEMETERIES POLICY

CONTINUED



## POLICY REGISTER

## CEMETERIES POLICY

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Policy adopted: 29th June 2006 Minute No. 174.6.06

Reviewed: 27th April 2006 Minute No. 105.4.06  
28th October 2010 Minute No. 349.10.10  
27th June 2013 Minute No. 160.6.13

File Ref: P13-1, C2-2.2

# WARREN SHIRE COUNCIL

Policy Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
Council Community Room on Thursday, 27<sup>th</sup> March 2025

ITEM 1

CEMETERIES POLICY

CONTINUED

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**1. PURPOSE**

The policy will assist in the administration, management and maintenance of the cemeteries with the Warren Shire Council Local Government Area. It provides effective guidelines that will assist in ensuring the objective functions of the cemeteries are carried out in accordance with statute and common law, regulation and National Standards. It will also ensure the conduct of those entering the cemeteries is in accordance with reasonable and practical standards.

**2. STATEMENT**

**2.1 Citation**

This Policy may be cited as "The Policy" or "The Warren Shire Council Cemeteries Policy".

**2.2 Commencement**

This Policy is to commence when adopted by Council.

**2.3 Application**

2.3.1 This Policy applies to all cemeteries administered, operated and maintained by Council.

2.3.2 This Policy does not affect the operation of any Regulations under the Public Health Act 2010 relating to cemeteries.

**2.4 Definitions**

**"Applicant"** means the person making an application –

- for a burial or memorial right;
- for a work permit or other Council consent;
- for burial or cremation.

**"Appropriate fee"** means a fee fixed by Council.

**"Ashes"** means the processed remains recovered from the cremation of a body or pathological samples.

**"Body"** means a human body and any part thereof.

**"Burial place"** means a grave site, vault site, crypt site, memorial site or other place for the disposition or commemoration of the remains of the dead, whether cremated or not.

**"Burial right"** see "Right of burial"

**"Cemetery or cemeteries"** means an area containing one or more burial places. When used as a generic term it can apply to lone graves, family plots and larger collections, such as those under Council's control.

**"Coroner"** means an officer appointed under the Coroners Act (Part1 A &2).

**"Cost"** means the total cost to provide a service. For example, plaque cost includes the time taken to design the plaque, plaque manufacture, transport and fixing.

**"Cost recovery fee"** a fee calculated to recover all of the costs incurred to provide a particular service or function.

**"Council"** means the Warren Shire Council.

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**“Cremated Remains”** means the residue left after a human body has been cremated.

**“Cremated Remains Memorialisation”** Areas or spaces for interment of cremated remains can be located in gardens, freestanding structures, or incorporated into a building within the cemetery grounds. Maintenance of the structure is the responsibility of the cemetery. Maintenance of the plaque is the responsibility of the owner.

**“Crown Land”** land owned by government. In NSW the nominal owner is the Minister for Land and Water Conservation. In this context the lands are allocated to Trusts and Local Councils and dedicated as cemeteries.

**“Exhumation”** means the removal of the remains of a dead person or still-born child from a grave or vault but does not include the removal of remains from a vault in a cemetery for immediate transfer to another vault in the same cemetery.

**“Family Cemeteries”** Small cemeteries located on properties in excess of 2ha which meet special conditions as set out in the Public Health Act.

**“General Manager”** means the General Manager of the Warren Shire Council.

**“Grantee”** is the original owner/purchaser of the right of burial. Where there are 2 or more owners these should be registered as ‘joint tenants’. The recognised owner of the right of burial is that person(s), or corporation(s) currently entered in the cemetery’s burial register. In the case of Monuments as referred to in 3.16, the grantee refers to a surviving member of that persons family.

**“Lawn Cemetery”** means a lawn area with smaller, matching plaques with burial plots arranged head to head.

**“Licensee”** means a grantee.

**“Masonry lined grave”** means a below ground structure of masonry construction with provision for multiple interments. The structure is back filled and sealed by a stone/concrete slab. Embalming of the body is not required.

**“Manager Health & Development Services”** means the Warren Shire Council’s officer responsible for the administration and control of cemeteries.

**“Monument”** means any structure, plaque, headstone, masonry, metal work, casting or item placed over, in or around a burial right.

**“Monument grave”** means a fully or partially enclosed grave with a substantial headstone.

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**“Monumental mason”** a tradesman mason or person possessing the skills to carry out monumental masonry work

**“Owner for the Time Being”** is the lawful owner of the right of burial, subsequent to the grantee. Ownership may have been formally transferred or bequeathed by a Will.

**“Policy”** means this Policy

**“Private Land”** areas of land that is used by private enterprise or church groups zoned for use as cemeteries.

**“Register”** means the Council’s formal repository of data containing all the required details of a burial, cremation, memorial site, inurnment right or burial right.

**“Reservation”** means a pre-need burial right.

**“Right of burial/burial right”** is the exclusive right to the owner/holder to inter human remains in a burial place. There is no entitlement to any ‘real estate’ or property as such.

**“Shallow Burial”** is to be carried out in accord with Health Department procedures and approval.

**“Transfer of Human Remains”** A transfer involves the removal of remains from an above ground structure in a cemetery for immediate transfer to another above ground structure in the same cemetery.

**“Transfer of Right of Burial”** is the owner/holder for the time being may transfer the right of burial in accord with the by-laws or rules of the cemetery and the transfer takes place when payment is made and details entered into the burial register.

**“Usual fees”** means the fees for specific purposes, as determined by the Council.

Legislation:

“Health Regulation” means the Public Health Regulation ~~2012~~ 2022 under the Public Health Act 2010, as amended.

“WH&S Act” means the Work Health & Safety Act 2011, as amended and associated Regulations.

“Human Tissues Act” means the “Human Tissues Act-1983 (NSW).

“Coroners Act” means the Coroners Act 2009 (NSW).

“Birth, Death & Marriages Act” means the “Births, Deaths and Marriages Registration Act 1995 (NSW)”.

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**3 MANAGEMENT OF CEMETERIES**

**3.1 Planning Conduct and Maintenance of Cemeteries**

Council will make such provisions as it considers necessary for the following:

- a) the setting aside of sections for different types and classes of burials;
- b) the establishment of standards of construction and design for monuments and structures and conditions of entry for funeral directors, monumental masons, their workmen and contractors and other service providers associated with work in the Cemeteries;
- c) the size, multiple use and location of burial places;
- d) interments;
- e) the erection or installation of structures and the making of inscriptions;
- f) the carrying out of work by monument masons;
- g) the qualifications required by, and the security deposits to be lodged by, monument mason;
- h) the removal, replacement and maintenance of structures;
- i) the improvement and maintenance of cemeteries;
- j) the making of arrangements for the care of burial places on an annual or other basis;
- k) the supply of goods and services incidental to the conduct of burials and other matters relating to cemeteries;
- l) the conduct of religious or other ceremonies of burial, disposition or commemoration;
- m) the preservation, conservation and promotion of cemetery sites presently in use as places of community significance in terms of their architectural, heritage, social and genealogical content;
- n) the promotion and interpretation of cemeteries through the installation of signage, brochures and other interpretive materials.

**3.2 Right of Burial**

3.2.1 Right of Burial is a written undertaking by the Council to grant a licence to occupy a specific grave or burial site without interference once the remains of a deceased person have been placed in it.

3.2.2 The Council may charge a fee to issue a Right of Burial Certificate.

3.2.3 The Right of Burial or any licence issued under its provisions does not transfer any equity or ownership of cemetery land to the owner of the Certificate or a beneficiary of it.

***Note:** In the matter of the legal status of a "Burial Right", Council relies upon Common Law and a recent NSW Supreme Court Judgment, "Smith v Tamworth City Council" and Appeal Court judgment "Rutherford v Wallace". An important aspect of these judgments is that it confirms the Grantee's exclusive right to the entitlement. The judgment also makes a distinction between the payee (applicant) and the Grantee, protecting the Grantee absolutely. Consequently, Council regards the Grantee's rights as exclusive. Council will only entertain an application to bury or carry out work on an existing burial right if the Grantee's identity and consent has been clearly established.*

**3.3 Licence of Burial**

3.3.1 The Council will only consider granting a licence to bury or immure the remains of a deceased person in the space described in a Right of Burial when;

- the deceased person is the person named in the Right of Burial Certificate; or

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- the person, or estate of the person, named in the Right of Burial Certificate has given their formal consent.

- 3.3.2 Licence of Burial once issued by Council is irrevocable.
- 3.3.3 Additional fees and charges, as determined by Council from time to time, will be charged at the time the Licence of Burial is issued.
- 3.3.4 No burials are to be undertaken in the Old Section of the Warren Cemetery unless proof of an existing right of burial is produced or other documentary evidence to Council's satisfaction is produced. All burials in the Old Section of the Warren Cemetery is subject to confirmation prior to interment, which may involve probing of the plot.

**3.4 Refusal to Grant Exclusive Rights of Memorials**

The Council may refuse to grant an exclusive right of burial to any person if, in the opinion of Council, the grant would create a monopoly or encourage dealings in such Burial Rights as a business rather than as an affordable service to the public, or within the bounds of normal free trading. (Note: the intention of this clause is to prevent anyone purchasing bulk numbers of burial areas in order to 'corner the market')

**3.5 Register of Burial Places and Interments**

- 3.5.1 Council shall ensure that:
- a) A register of burial, as required by the Regulations of the Public Health Act 2010, is kept in respect of all burial places and other memorials.
  - b) A register of pre-need burial rights (reservations) is maintained.
  - c) Each register, which may be kept in written, printed or electronic form, contains sufficient information to allow for simple cross-referencing of entries by –
    - Surname
    - Date of Burial
    - Burial Place location
  - d) Each register entry contains the name and address of the owner of the burial right.
  - e) Each burial is recorded in its respective register immediately after the service.
- 3.5.2 Registers may be amended to remove or correct inaccuracies.
- 3.5.3 Upon application made by any person, Council will make available to the person a copy of any entry made in the burial registers.
- a) Such applications shall be made on an approved form;
  - b) Each form shall be limited to a single register entry;
  - c) A fee per page, as set out in Councils' Annual Fees & Charges - Copying Fee may be charged for each application.
- 3.5.3 The registers will be used in any proceedings requiring evidence of the identity of the holder of an exclusive right that has been granted in respect of any burial or memorial site.

**3.6 Certificates of Exclusive Right of Burial**

- 3.6.1 The Council will issue to the owner of an exclusive right of burial a certificate, clearly showing:
- The owners name and address;

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- The amount paid;
- The date of issue;
- A description of the physical location of the grave;
- The terms and conditions under which the certificate is issued.

3.6.2 The application for a certificate must be made on a form approved by Council.

3.6.3 Any fees relating to the purchase and issue of the certificate must be paid at the time of application.

3.6.4 In the event that reservations are cancelled by notification of the owner or their authorised representative the Council has the discretion to determine if the fees associated with that reservation are to be refunded.

3.6.5 In the event that the Council has conclusive proof that an owner of an exclusive right of burial will have no need for a plot, that plot may be re-allocated.

**3.7 Hours of Burial and Exhumation**

Burials and exhumations shall take place only during the hours approved by Council

**3.8 Permit for Burials**

3.8.1 Burials are not to take place unless an *Application for Burial Permit* has been received and approved by Council.

3.8.2 An Application for a Burial Permit will be approved when:

- All details have been supplied;
- fees received; and
- death certificate has been sighted. (Note: a facsimile copy of death certificate may be furnished as an interim step).

3.8.3 Burial shall be in accordance with the Regulations of the Public Health Act 2010 and Council's Procedures.

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### 3.9 Exhumation

3.9.1 Exhumations are not to take place unless –

- i) Prior written consent has been obtained from the Director-General of The NSW Department of Health; and
- ii) Order for Exhumation has been issued by Council.

3.9.2 This clause does not apply if an exhumation has been ordered by a Court.

### 3.10 Miscellaneous

3.10.1 A person must not do any of the following (within a cemetery) –

- a) damage, deface, interfere with or alter burial places;
- b) damage, deface, interfere with or alter monuments;
- c) bury, inter or exhume any human remains, whether cremated or not;
- d) enter or remain in a cemetery between sunset and sunrise;
- e) cause or permit an animal that is under the person's control to enter or remain in a cemetery;
- f) take part in any gathering, meeting or assembly, except for the purpose of religious, research, historical, educational or other ceremony of burial or commemoration;
- g) engage in trade or commerce;
- h) distribute any circulars, advertisements, paper drawn or photographic material without prior Council consent;
- i) erect a commercial sign;
- j) drive a vehicle at a speed of more than 8 kilometres per hour;
- k) drive a vehicle or a vehicle and trailer having an unladen weight of more than 3 tonnes;
- l) drive a vehicle through a cemetery for the purpose of travelling between places outside of the cemetery;
- m) park a vehicle on any known burial place, verge or plantation, or in a manner that is likely to impede traffic;
- n) teach, learn or practice driving a vehicle;
- o) camp or reside on any land;
- p) possess or consume an alcoholic or intoxicating beverage or substance except from that directly associated with a funeral service;
- q) urinate or defecate;
- r) bring into or leave any rubbish, refuse, scrap metal (including remains of vehicles), rock, soil, sand or any other such substances;
- s) remove any dead timber, logs, trees, flora, whether standing or fallen;
- t) kill, capture or in any way interfere with any animal, bird, fish or other fauna, whether native or introduced; or
- u) plant any tree, shrub, herbage or other plant without prior consent.

**Penalty: Offenders may be prosecuted under Common Law, Statute Law, The Health Act (NSW 2010), The Criminal Code.**

3.10.2 Subsection 3.10.1 e) does not prevent a person from riding a horse or leading or walking a dog on a leash.

3.10.3 Council's written consent is required to legally carry out any act that might otherwise give rise to an offence under this clause.

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**3.11 Requirements for Graves**

- 3.11.1 The dimensions of a grave shall be a minimum of –
- a) 1000mm x 2400mm for adult graves;
  - b) 900mm x 1500mm for children’s graves.
- 3.11.2 The number of interments permitted in a grave shall be in strict accordance with the Regulations of the Public Health Act 2010. For the purpose of this clause:
- a) 3 infants shall be treated as one adult (infant being defined as up to 1 year old);
  - b) 2 children shall be treated as one adult (child being defined as from 1 year to 7 years old); or
  - c) prior written consent has been obtained from the Director-General of the NSW Department of Health to vary the number of interments.
  - d) Where a coffin containing the deceased remains is interred in a grave, the upper surface of the coffin shall be at a depth not less than that required by the Regulations of the Public Health Act 2010.
  - e) The maximum number of burials in a plot is limited to two (2). However, the depth of the plot will depend on the depth of the first burial and maybe restricted by natural ground conditions (rock, water table, type of soil). The location and/or depth of existing burials can also determine whether a second interment can be located into an existing plot. This is subject to confirmation prior to interment, which may involve probing of the plot.
- 3.11.3 Council will allow ashes remains to be placed into a general cemetery plot, at the Interment Fee specified in the Annual Fees and Charges recognising that this is the wish of some families, provided that:
- a) Where ashes remains are placed into a general cemetery plot the first (original interment) shall be at the normal rate for the purchase of a general cemetery plot.
  - b) Up to 3 additional ashes remains can be placed or memorialised at the Interment Fee as specified in Council’s Annual Fees and Charges document.
  - c) The limits for placement in general cemetery plots shall be:
    - i) 1 burial and 2 ashes memorials, or;
    - ii) No burial and 4 ashes memorials
  - d) Prior Council approval is required prior to the interment of ashes.

**3.12 Monuments and Inscriptions**

- 3.12.1 A person shall not, in a cemetery:
- a) Construct or install any monument, memorial, foundation, vault, table, headstone, gravestone, kerbing, railing or other structure, unless it is of
    - i) a material and design approved in writing by the Council;
    - ii) carried out to the standard of workmanship required by the Council; and
    - iii) constructed in accordance with AS4204-1994 “Monuments & Headstones”
  - b) Make any inscription or carry out any adornment, unless it is approved by the Council and made or carried out to the standard required by the Council.



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- 3.12.2 Application for the approval of the Council in accordance with 3.1.12.1 shall;
- a) be made to the Council in writing;
  - b) be accompanied by sketches, drawings and other particulars of the design that may be required by the Council; and
  - c) where the application relates to an inscription, be accompanied by a copy of the proposed inscription.

3.12.3 No trade inscription shall be allowed on any masonry work unless approved, in writing, by Council.

**3.13 Monumental Masons**

3.13.1 A person shall not carry out any work as a monumental mason within a cemetery unless with the written consent of the Council.

3.13.2 The Council may issue approval to undertake work as a monumental mason to any person it considers to be suitably qualified to undertake such work.

3.13.3 Any person may apply to work as a monumental mason in a cemetery, provide the application is in writing.

3.13.4 The Council may suspend or cancel approval of any person by giving notice in writing.

**3.14 Removal of Structures**

- 3.14.1 The Council may;
- a) remove, demolish, alter or require the removal, demolition or alteration of any structure or any adornment; or
  - b) erase, correct, or require the erasure or correction of wording of any inscription that has been constructed, installed, made or carried out;
    - i) without the written consent of the Council; or
    - ii) otherwise than in accordance with an approval given by Council.

3.14.2 Where any work that has been approved is not completed within a reasonable time (normally four weeks where there has not been an excess of poor weather) the Council may issue a written notice seeking completion of works within 8 weeks. Where this notification is not complied with, the Council may remove or demolish such partially finished work as it deems necessary to preserve the fabric of the cemetery and public safety.

**3.15 Removal and Replacement of Structures on Request**

3.15.1 Where notice to open a grave or vault for a lawful purpose is given in accordance with 3.9, the Council may authorise the removal of any part of the structure to enable the safe opening of the grave or vault. Prior to such consent, Council shall require:

- the lodgement of proof of ownership
- the payment of the scheduled fees and related costs;

3.15.2 The consent is subject to the requirement that the grantee or applicant to make good the repair of the structure affected within 14 days of the interment or service date.

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**3.16 Maintenance of Structures**

- 3.16.1 The ownership of monuments or other structures is deemed to be with the person or persons (or their heirs and successors) who caused the monument or structure to be constructed.
- 3.16.2 The Council shall not be responsible for the upkeep, maintenance, repair etc of any monument or structure.
- 3.16.3 The owner is responsible for the upkeep, maintenance and repair of the monument.
- 3.16.4 The Council may act to remove any structure that has become dilapidated or unsightly.
- 3.16.5 The Council may remove any trees, shrubs or other vegetation from any cemetery where, in its opinion, it is in the interest of the cemetery to do so.

**3.17 Unsafe Monuments**

**3.17.1 Risk Category**

Any monument identified as posing a safety risk will be accorded a category ranking as follows.

**Category 1**

Monuments over 1200mm in height that, irrespective of cause (subsidence, deterioration, etc);

- *are likely to collapse or fall over at any time; or*
- *have significant sections or parts separating from the main monument,*

**Category 2**

Monument 1200mm or less in height, that irrespective of cause (subsidence, deterioration, etc);

- *are likely to collapse or fall over at any time*
- *have significant sections or parts separating from the main monument,*

**Category 3**

Monuments that are affected by subsidence and are leaning by more than 10 degrees but are otherwise deemed to be in sound condition.

**3.17.2 Identification and Reporting**

Any identification of unsafe monuments and consequent actions under this clause will be thoroughly documented and supported with photographs. All actions will be recorded against the respective cemetery register entry.

**3.17.3 Subsidence**

Where subsidence is evident, Council will fill and compact the ground in the normal manner.

**3.17.4 Repair of Monument**

Council will not repair monuments. Council will only act to ensure public and employee safety.

**3.17.5 Category 1 Monuments**

- 3.17.5.1 The area surrounding the monument is to immediately be secured with suitable barriers and signs.
- 3.17.5.2 The Council will make reasonable efforts to contact the grantee of the burial right

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and instruct the grantee to take immediate steps to repair the monument.

3.17.5.3 Where the grantee cannot be contacted, a public notice will be issued, clearly identifying the grave and;

- indicating Council's intent to make the monument safe unless the grantee acts within fourteen (14) days;
- reserving Council's right to recover the costs, relating to the handling of the monument, from the grantee.

3.17.5.4 If the grantee has not contacted Council within fourteen (14) days of the public notice, the Council may take steps to make the monument safe.

*Note: Making the monument safe will (usually) consist of laying the headstone face down on the ground of the grave. This method, which preserves the inscription, is recommended by the National Trust.*

**3.17.6 Category 2 Monuments**

Same as Category 1, except that the notice and action period will be extended from fourteen (14) to twenty eight (28) days.

**3.17.7 Category 3 Monuments**

3.17.7.1 The Council will make reasonable efforts to contact the grantee to the site and instruct the grantee to take steps to repair the monument.

3.17.7.2 Where the grantee cannot be contacted, a public notice, clearly identifying the grave and indicating to the grantee that he or she should take steps to repair the monument may be issued.

3.17.7.3 Council will continue to monitor the site until such time as the monument is identified as Category 1 or Category 2. The appropriate procedure will then be activated.

**3.18 Lawn Cemetery Sections**

3.18.1 The Council will ensure that;

- a) it maintains, preserves, and repairs lawn cemetery graves;
- b) graves are not enclosed with any railing or kerbing;
- c) only cut flowers are left at burial places in Lawn Cemeteries;
- d) all flowers are placed in the receptacle located adjacent to the headstone. Vases are not be placed on or by the grave unless approved by Council;
- e) no headstone, statue or other structure is erected or constructed over a grave in a lawn section;
- f) no tree, shrub or other plant is placed or planted on any grave in a lawn section other than by Council at its absolute discretion.

3.18.2 The Council shall place over each grave headstone in the Lawn Section, as soon as practicable after a burial or interment has taken place in that grave, and upon receipt of written instructions from the grantee, a memorial plaque, of a standard size and type as determined by the Council. The purchase of the plaque is at the full cost of the grantee. The installation of the plaque is provided by Council.

3.18.3 The grantee may apply to privately supply and fix a memorial plaque in Lawn Cemetery Sections provided that;

- a) an application has been lodged with Council;
- b) all fees as scheduled by Council for the lodgement of the application have been paid;
- c) the design and type of plaque is consistent with the requirements determined by Council;
- d) Council has given its written approval.

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- 3.18.4 The grantee is responsible for the ongoing maintenance or cleaning of the memorial plaque in Lawn Cemetery Sections ensuring that;
- a) no cleaning agents, solvents, etc cause any detrimental effect to the plaque, concrete surrounds, neighbouring memorials or grassed areas;
  - b) the design and type of plaque remains consistent with the requirements determined by Council; and
  - c) the plaque was in good order when received from the supplier and installed. It is reasonable to expect that any concerns are reported to Council within 60 days of the grantee receiving written notification that installation is complete.
- 3.18.5 Council will not be liable for the repair, maintenance, upkeep or preservation of any plaque or item placed on a grave in a lawn cemetery under the provisions of 3.18.6 of the Policy.
- 3.18.6 Council will allow small items of commemoration to be placed or affixed adjacent to the memorial plaques, provided that:
- a) items do not exceed 120mm in height;
  - b) items are placed so they are fully contained on the upper surface of the concrete plinth within the area immediately in front of the memorial plaque;
  - c) items are not of glass or any other fragile material; and
  - d) items are not likely to offend.
- 3.18.7 Council reserves the right to remove any items deemed to be damaged, unsightly, likely to offend, or likely to be potentially harmful to the public or workers.
- 3.18.8 Council will allow ashes remains to be placed into a lawn cemetery plot, recognising that this is the wish of some families, provided that:
- a) Where ashes remains are placed into a lawn cemetery plot the first (original inurnment) shall be at the normal rate for the purchase of a lawn cemetery plot.
  - b) Up to 3 additional ashes remains can be placed or memorialised with the payment for each being the Interment Fee as per Council's Annual Fees and Charges document.
  - c) The limits for placement in lawn cemetery plots shall be
    - i) 1 burial and 2 ashes memorials, or:
    - ii) No burial and 4 ashes memorials

**3.19 Conservation and Heritage Issues**

- 3.19.1 The Council recognises that burial grounds and cemeteries are places of significance to the community by virtue of their architectural, botanical, social or genealogical significance, and will:
- a) Provide reasonable assistance to community groups and interested parties who seek to promote or research cemetery issues.
  - b) Provide signage and interpretive materials regarding historical information and points of interest regarding the cemeteries in the area.
  - c) Actively promote the publication of burial records, collection and publication of other historical information.
  - d) Actively promote the repair of monuments within the cemeteries, contacting families where possible, and assisting local groups to facilitate repair of historic features.
  - e) At the discretion of each Committee work with persons who may be interested in issues of botanical significance. Such discretion is taken to include the level of cooperation that may be provided to such person(s).

*h:\reports\this one cemeteries policy 27.6.13.doc*

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

CEMETERIES POLICY

CONTINUED

Warren Shire Council Policy – Cemeteries Policy

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**3.20 Addresses & Locations of Council Cemeteries**

Warren Cemetery – Industrial Access Road, Warren  
Nevertire Cemetery – Oxley Highway, Nevertire  
Collie Cemetery – Collie Road, Collie  
Dick's Camp Cemetery – Oxley Highway, Collie  
Marra Cemetery – Johnsons Road, The Marra

**3.21 Concluding Remarks**

- 3.21.1 This document is the 4<sup>th</sup> edition of the cemetery policy to be adopted by Warren Shire Council, and whilst every effort has been made to provide a comprehensive coverage of issues, the very nature of cemetery management and memorialisation indicate it is likely that there will need to be future revisions and updates.
- 3.21.2 Anyone wishing to provide input to future revisions of the policy should provide suggestions by contacting the Manager Health & Development Services, Warren Shire Council, PO Box 6 Warren NSW 2824.

**4. Implementation**

The Health & Development Services Division of Council will administer the Policy.

**5. REVIEW**

This policy will be reviewed within one year of the election of every new Council or earlier should circumstances arise to warrant revision.

**6. Application Of ESD Principles**

- 6.1.1 The policy assists in achieving practical allocation of diminishing resources, primarily rights of burial (graves and burial plots) within the cemeteries and memorial gardens.
- 6.1.2 It also encourages all new structures (monuments etc) to be built in accordance with the best practices and standards, thereby making them as sustainable as possible.

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**ITEM 1 OUTSTANDING REPORTS CHECKLIST**

**(C14-7.4)**

| <b>Date</b>            | <b>Resolution or Qwn</b> | <b>Outstanding Matter</b>                                       | <b>Officer Resp</b> | <b>Response/Action</b>  |
|------------------------|--------------------------|---|---------------------|---|
| <b>General Manager</b> |                          |   |                     |   |
| 25.2.21                | 41.2.21                  | Mobile and Internet Coverage in Nevertire                       | GM                  | <p>Bi-monthly advice requests to Telstra being undertaken. The 2024 Regional Telecommunications Review completed and submission made.</p> <p>Telecommunications Consulting firm engaged to audit/survey mobile coverage within the Shire. Application under Round 8 of the Mobile Black Spot Program to be submitted by SatPty.</p> <p>Report provided by SatPty confirming black spots within Warren Local Government Area. Report included in the submission to the Federal Government Mobile Black Spot Program Round 8.</p> |
| 25.8.22                | 214.8.22                 | Reactivation of Visitor Services Volunteers During Peak Periods | GM/<br>EDVM         | <p>Recruitment for new suitably matched volunteers is continuing.</p> <p>Advertising through posters, newsletter, website and social media is routinely undertaken however no new candidates have applied. Existing volunteer base is still being maintained.</p> <p>Ongoing.</p>   |
| 25.1.23                | 12.1.23                  | Affordable Housing Opportunity – Housing Plus                   | GM/<br>DMES         | <p>Negotiations commenced to finalise the required agreement with Housing Plus for the eventual sale of all or most of the nine (9) vacant land lots in Gunningba Estate for a maximum five (5) year period. Waiting on a 'Remote' Round of funding from Housing Australia before considering going</p>   |

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| Date                   | Resolution or Qwn | Outstanding Matter                      | Officer Resp | Response/Action   |
|------------------------|-------------------|---|--------------|---|
| <b>General Manager</b> |                   |   |              |   |
|                        |                   |   |              | <p>forward. Council blocks will be put on the market in the near future.</p> <p>A funding application under the Australian Government's Housing Support Program has been submitted.</p>   |
| 25.5.23                | 118.5.23          | Destination Macquarie Marshes Taskforce | GM/<br>EDVM  | <p>That within 12 months and, after the Taskforce's short and long term goals and Destination Macquarie Marshes Action Plan, Macquarie Marshes Promotions Strategy and Stakeholder Engagement Strategy are formulated, other organisations/ community representatives be invited to be members of the Taskforce.</p> <p>Workshops facilitated by the Economic Development and Visitation Manager.</p> <p>The Economic Development and Visitation Manager has now completed the draft Destination Macquarie Marshes Taskforce Strategy and Action Plan 2025-2028, a copy of which has now been forwarded to Taskforce Members.</p> <p>Document will be discussed at the next scheduled Taskforce meeting to be held on 19th February, 2025.</p> <p>At the meeting on the 19th February 2025 the Committee endorsed the content and direction of the Destination Macquarie Marshes Taskforce Strategy</p> |

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|------------------------|-------------------|--|--------------|--|
| <b>General Manager</b> |                   |  |              |  |
|                        |                   |  |              | <p>and Action Plan 2025-2026. Work on refining the document is ongoing.</p> <p>Taskforce members have been sent questionnaires for completion to capture feedback for inclusion in the design and production of a Discover Macquarie Marshes logo and re-designed tourism brochure.</p>  |
| 7.12.23                | 293.12.23         | Destination Macquarie Marshes Taskforce Meeting 7th June 2023  | GM/EDVM      | <p>1. That grant funding opportunities to improve signage in the Macquarie Marshes be investigated - ongoing.</p> <p>2. That neighbouring Councils to the Macquarie Marshes be requested to consider funding grant applications for appropriate signage to the Macquarie Marshes.</p> <p>Ongoing pending future meeting discussion.</p>  |
| 7.12.23                | 301.12.23         | Internal Auditor – Human Resources Review – June 2021  | GM           | The priorities as listed in the recommendation be actioned and progressed.   |
| 7.12.23                | 301.12.23         | Internal Auditor – Contract Management Processes Review – October, November, December 2021 And February 2022 | GM/IPM       | <p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> <li>- Detailed Contracts Guideline which includes performance management processes.</li> </ul> <p>Contract Management Road Map being considered. Is in the desktop planning stage. Draft Contract Management flow chart being developed. Draft Project Management Road Map Structure being developed.</p> |



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|------------------------|-------------------|---|--------------|---|
| <b>General Manager</b> |                   |   |              |   |
|                        |                   |   |              | Target date for issuing a draft procedure is April 2025.<br>Draft document scheduled for Manex Review its March and April Meetings.   |
| 24.4.24                | 87.4.24           | Warren Shire Council Customer Service Ethos Policy                              | GM           | The Draft Customer Service Ethos Policy be redeveloped to solely consider Ethos and a separate Policy be developed to cover Customer Service. Expected to be provided to a Council Meeting in early 2025.   |
| 23.5.24                | 114.5.24          | Regional Industry Educational Partnership (RIEP)                                | GM / EDVM    | The program remains on hold. The Department of Education Project Leader is currently on maternity leave. The Program will be recommenced upon her return from leave.<br><br>With the departure of Warren Central School's Career Advisor, a new School Liaison Officer will need to be appointed.<br><br>On hold now until at least the second term 2025 school year. |
| 27.6.24                | 147.6.24          | Legislative Compliance Policy and Procedure and Legislative Compliance Register | GM           | 2.Actions to be taken on how non-compliance is managed to ensure that matters are not repeated and that appropriate high level risk assessments are undertaken and documented and that implementation of actions to reduce risk are arranged – in progress.   |

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|------------------------|-------------------|---|--------------|---|
| <b>General Manager</b> |                   |   |              |   |
| 25.7.24                | 200.7.24          | Victoria Park Female Friendly Amenities Block | IPM          | <p>Expected completion by April/May 2025.</p> <p>*Shop drawings of walls and roof frame received and accepted.</p> <p>*Wall &amp; Roof Frames installation now complete, cladding works scheduled to commence from 13 March 2025.</p> <p>Artwork on doors is 50% complete.</p> <p>Wall frame and roof frame installation progressing and wall lining and roof sheeting work to commence from 10 March 2025.</p> |

| Date   | Resolution or Qwn | Outstanding Matter  | Officer Resp | Response/Action   |
|--|-------------------|---|--------------|---|
| <b>Divisional Manager Finance and Administration</b> |                   |   |              |   |
| 7.12.23  | 301.12.23         | Internal Auditor – Media Communications Review – June 2023              | DMFA         | <p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> <li>- A new electronic document management system to be purchased and implemented.</li> </ul> <p>Licence Agreement has been signed and project will commence soon – progressing.</p> |
| 7.12.23  | 301.12.23         | Internal Auditor – Fraud Control Review – June, July 2023               | DMFA         | <p>The following priorities and actions be progressed:</p> <ul style="list-style-type: none"> <li>- Online Fraud training to relevant staff – pending.</li> </ul>   |
| 27.6.24  | 147.6.24          | Notice of Public Exhibition – Fraud and Corruption Policy and Framework | DMFA         | <p>An Implementation Action Plan to be developed when the final Policies are adopted with the Committee Work Plan to include a review of the progress of the actions</p>  |

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|--|-------------------|---|--------------|---|
| <b>Divisional Manager Finance and Administration</b> |                   |   |              |   |
|  |                   |   |              | to implement the Policy and Framework.  |
| 5.12.24  | 287.12.24         | Promoting Better Practice Review                  | DMFA/<br>GM  | <ol style="list-style-type: none"> <li>1. The Review be endorsed as a comprehensive review of the governance requirements at Council including the proposed actions of the Review;</li> <li>2. Arrangements be made to review the Business Continuity Plan as soon as practical and update it where required;</li> <li>3. Arrangements be made to review the Records Management Policy in line with the legislative changes in December 2022 and that the requirements of the new statutory regime be applied to record keeping and disposal within Warren Shire Council; and</li> <li>4. Council notes that the Public Interest Disclosure Report Policy, Communications Technology Plan Policy and Contract Register are currently being reviewed.</li> </ol> |
| 5.12.24  | 288.12.24         | Policy Status and Review Update (Policy Register) | DMFA/<br>GM  | <ol style="list-style-type: none"> <li>1. The Council note the ageing of a number of Policies and ARIC to receive a report at the appropriate time on the Policies to be renewed by the new Term of Council; and</li> <li>2. It is noted that due to resource limitations and priorities that a number of Policies do require</li> </ol>  |

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| <b>Divisional Manager Finance and Administration</b> |                   |  |              |  |
|  |                   |  |              | updating and a report to be provided to ARIC on the renewal program.<br>Ongoing.   |
| 5.12.24  | 234.12.24         | 2025/2026 Operational Plan & Estimates Timetable | DMFA         | A Councillor workshop has been arranged for Monday 31st March 2025 to go through the Draft 2025/2026 Annual Operational Plan & Estimates prior to the final Draft being recommended for public exhibition at the April 2025 Council Meeting. An additional Workshop maybe required on the 7th April 2025.  |
| 27.2.25  | 28.2.25           | Sporting Facilities Committee                    | DMFA         | Carter Oval Youth Sports Precinct Financial Report to be included in future Committee Meeting reports.   |
| *27.2.25   | 53.2.25           | T382425OROC Supply and Delivery of Stationery    | DMFA         | 2. That the <u>tenderers representing best value</u> being all tenders/ contractors received be awarded this contract as the Panel Source suppliers to Warren Shire Council for the period 1 April 2025 to 31 March 2027, and<br>3. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 March 2028 – complete. |

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|--|-----------------------|---|------------------|---|
| <b>Divisional Manager Engineering Services</b> |                       |   |                  |   |
| 6.12.18  | 284.12.18             | Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units | DMES             | Survey completed. This project is currently on hold until further discussions are held with the Hotel owners.   |
| 27.6.19<br>3.12.20                             | 129.6.19<br>256.12.20 | Warren Levee Rehabilitation (total project - \$7.1M)  | DMES/<br>IPM/TSM | Floodgate replacement work in progress.<br>Levee Rehabilitation works: - An Open Tender called on 11 February 2025 for following works programs:<br>1. Warren Levee Rehabilitation Works (Work Program 1)<br>2. Riverbank Rock Revetment Works (Work Program 2)<br>Eight (8) companies were represented at the Mandatory Site Briefing meeting held on the 25 February 2025. Tender closing on 20 March 2025.<br>Tender for pumps awarded to B.A.R. Group.<br>Three (3), 100kVa generators for the flood pumping/levee project were delivered 6 March 2025.<br>Two (2), 60kVa generators and the 250kVa generator is expected to be delivered by mid-April. |
| 24.9.20  | 214.9.20              | New Sewage Treatment Works  | TSM              | Groundwater monitoring wells and flowmeter to be installed.<br><br>*Decommissioning Plan for STP & SPS being developed however, recommencement of works during the later part of 2024 for evaporation   |

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|--|-------------------|--|--------------|---|
| <b>Divisional Manager Engineering Services</b> |                   |  |              |   |
|  |                   |  |              | <p>lagoon construction will delay the decommissioning.</p> <p>*Conseth Solutions to commence site works early February 2025. Seven (7) week program.</p> <p>The transfer structure connecting the new lagoon to the existing lagoon has been constructed. Major earthworks are underway.</p>  |
| 22.7.21  | 148.7.21          | Warren CBD Upgrade Stage 2                     | DMES         | <p>Seek necessary grants for this extensive 10 year project – ongoing. Commonwealth Government Grant Program Application re-submitted.</p>  |
| 26.10.23                                       | 270.10.23         | Warren CBD Upgrade – Land Acquisition          | DMES/<br>GM  | <p>Further investigations be undertaken and reported on in regard the estimated cost of any proposed private land purchases, what could be developed and the estimated costs of the proposed use.</p>   |
| 7.12.23  | 298.12.23         | Local Roads & Community Infrastructure Phase 3 | DMES/<br>RIM | <p>That Council subject to approval of the Commonwealth Government (Department of Infrastructure, Transport, Regional Development, Communication and the Arts) reallocate \$176,815 from the SR58 Nevertire – Bogan Road Project to SR83 Rifle Range Road Intersections with the Ellengerah Road and Oxley Highway. Rifle Range Road/ Ellengerah Road intersection complete.</p> <p>The remaining funds will be used to improve the</p> |

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| <b>Divisional Manager Engineering Services</b> |                   |   |                          |   |
|  |                   |   |                          | Ellengerah intersection and the Rifle Range Road approaches to the SH 11 intersection.  |
| 7.12.23  | 304.12.23         | Proposed National Polocrosse Titles Warren 2028 – Presentation by Phil Waterford And Simon Turnbull | DMES/<br>TSM/GM/<br>EDVM | <p>2. Council form a Sub-Committee consisting of the relevant Councillors from the Showground/ Racecourse Committee, Council Staff, General Manager, Town Services Manager, Divisional Manager Engineering Services, Economic Development and Visitation Manager, all Showground/ Racecourse User Groups, Regional Polocrosse Representatives (future), Phil Waterford, Simon Turnbull to determine whether the proposal could and should be progressed; and</p> <p>3. A Planning Group consisting of Phil Waterford, Simon Turnbull, Warren Polocrosse Club, Holly Turnbull and Katlyn Turnbull be formed for presentation to the Sub-Committee on the framework of the proposal and the required business case to undertake the proposed event.</p> <p>The EDVM has spoken briefly with Phil Waterford to introduce herself and to gain a little background information. A meeting to be held with Phil Waterford</p> |

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| <b>Divisional Manager Engineering Services</b> |                   |   |              |   |
|  |                   |   |              | <p>in the next couple of months to progress early arrangements.</p> <p>Initial presentation provided to the Showground/ Racecourse Committee after attendance of the Chinchilla 2024. Some assistance is being provided to the proponents on the development of a Business Plan for the proposed event.</p> <p>The EDVM has presented the Polocrosse Committee with guidance documents and frameworks for the preparation of the required Business Plan including all of the required information, budgets and plans required.</p> <p>Awaiting their review and progress.</p> |
| 28.3.24  | 60.3.24           | Warren Shire Council Integrated Water Cycle Management (IWCM) Strategy Document | DMES / TSM   | NSW Public Works Advisory has commenced the assignment. Progressing.  |
| 23.5.24  | 143.5.24          | Upgrade of Thornton Avenue Sewerage Pumping Station – Warren NSW                | DMES / TSM   | 2. *In accordance with the provisions of Clause 178 (3) (d) and (e) of Local Government (General) Regulation 2021 under the Local Government Act 1993, Council authorises the General Manager to negotiate, in accordance with Clause 169, with representatives from Western Mill Engineering, Dubbo to establish if they are interested in tendering for a contract of the same kind as the proposed   |



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| <b>Divisional Manager Engineering Services</b> |                   |  |              |   |
|  |                   |  |              | contract and finalise and accept an approved scope of work within the budget of the project as Western Mill Engineering, Dubbo have been deemed a suitable and experienced contractor to undertake the proposed contract work – negotiations in progress.<br>A revised scope of works will be developed and new quotes invited. |
| 27.6.24  | 146.6.24          | Airport Operational Manual Update  | DMES/<br>TSM | Airport Manual submitted to CASA for review/ endorsement.<br><br>CASA have 19 areas requiring more information. In progress.<br><br>Manual has been resubmitted to CASA in February 2025.   |
| 25.7.24  | 183.7.24          | Closed Circuit Television (CCTV) And Workplace Surveillance  | DMES/<br>TSM | Due to circumstances outside of Council's control, the new completion date will be late February 2025.<br>TSM to meet with new contractor 17 March 2025.  |
| 24.10.24                                       | 282.10.24         | Construction of a Clay Lined Evaporation Lagoon and Associated Structure Tiger Bay Sewerage Treatment Works – Warren NSW | DMES/<br>TSM | Contractor Consenth Solutions Pty Ltd has been engaged.<br><br>Site works have commenced in February 2025. Seven (7) week construction program.   |
| 24.10.24                                       | 283.10.24         | Sewer Main Condition Assessment (CCTV) and Smoke/Dye Testing   |              | Contractor Plumbtrax Pty Ltd has been engaged.<br><br>Works commenced mid January 2025. Awaiting final report on identified issues.<br><br>Progressing  |

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| <b>Divisional Manager Engineering Services</b> |                   |   |              |   |
| 5.12.24  | 291.12.24         | Proposed Traffic Alterations on Bundemar Street | DMES         | <p>That subject to NSW Police Force concurrence:</p> <ol style="list-style-type: none"> <li>1. A section of the centre median in Bundemar Street be removed from the existing intersection with the Oxley Highway, Burton Street, to a point level with or just east of the access serving the business premises of Tyreright thus allowing for improved and safer ingress/egress to Tyreright, for AB-Triple Vehicles; and</li> <li>2. The removed section island to be converted into a painted island;</li> <li>3. The NO STOPPING restriction be extended by 30m along Bundemar Street on the northeastern side of the intersection; and</li> <li>5. Council apply for the designation of the Bundemar Street route to Tyreright as a heavy vehicle route to accommodate AB-Triple Vehicles.</li> </ol> <p>The works will be completed in the 2025/2026 Financial Year.</p> |
| 5.12.24  | 291.12.24         | Parking Restriction – Trangie Street, Nevertire | DMES         | <p>That subject to NSW Police Force concurrence:</p> <ol style="list-style-type: none"> <li>1. The installation of the proposed No Truck Parking restriction from 6:00 pm to 6:00 am along</li> </ol>   |

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| <b>Divisional Manager Engineering Services</b> |                   |                          |              |  |
|  |                   |                          |              | <p>Trangie Street, Nevertire be approved; and</p> <p>2. The proposed No Truck Parking 6:00pm to 6:00am restriction signage be installed along both sides of Trangie Street, Nevertire between Gobabla Street and Clyde Street.</p> <p>Ongoing.</p>   |
| 23.1.25  | 4.1.25            | Road Land Tenure         | DMES/<br>RIM | <p>A study be undertaken to determine the cost of fencing to exclude cattle and stock from the road reserves within the next 6 months as discussed in the Roads Committee Meeting of the 14 January 2025 Report Item 5.1.</p> <p>A report to be prepared for the Roads Committee.</p>  |
| *23.1.25                                       | 4.1.25            | Road Work Program Report | DMES/<br>RIM | <p>That Council review the allocated \$600,000 for gravel resheeting of SR62 Buddabadah Road and consider also graveling sections of SR75 Pineclump Road, SR87 Cremorne Road, SR95 Gunningba Road and SR97 Kianga- Marebone Road.</p> <p>The funds have been reallocated as follows:<br/>         Buddabadah Road – 2 km (Part of Seg 4,6),<br/>         Pineclump Soldiers Road – 1 km (Seg 14),<br/>         Cremorne Road – 1 km (Seg 0),<br/>         Gunningba Road – 1 km (Seg 4), and</p> |

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| <b>Divisional Manager Engineering Services</b> |                   |   |              |  |
|  |                   |   |              | Kianga Marebone Road – 1 km (Seg 2).   |
| 23.1.25  | 7.1.25            | Water Supply in Collie Village                                    | DMES/<br>TSM | That a master plan be developed for improvement of water supply in Collie Village. This would be considered in the IWCM.   |
| 23.1.23  | 23.1.25           | Proposed Land Acquisition – Lot 128 DP 755314 & Lot 313 DP 724603 | DMES         | <ol style="list-style-type: none"> <li>1. Authorises acquisition of approximately 10,000 square metres and 7,000 square metres portions of land through Lot 313 DP 724603 and Lot 128 DP 755314 respectively, as depicted on Figure 2 of the 23rd January 2025 Divisional Manager Engineering Services report to Council, Item 4.</li> <li>2. Authorises the General Manager and Divisional Manager Engineering Services to obtain a Planning Certificate under Section 10.7(2) of the Environmental Planning and Assessment Act 1997.</li> <li>3. Authorises the General Manager and Divisional Manager Engineering Services to enter negotiations with the owners of the land within provisions of the NSW Roads Act 1993, and the Land Acquisition (Just Terms Compensation) Act 1991, with a view of acquiring the portions for an agreed monetary compensation.</li> <li>4. That a plan of subdivision be registered, and if</li> </ol> |

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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

| Date   | Resolution or Qwn | Outstanding Matter   | Officer Resp | Response/Action  |
|--|-------------------|--|--------------|--|
| <b>Divisional Manager Engineering Services</b> |                   |  |              |  |
|  |                   |  |              | required, a notice be published in the Government Gazette dedicating the acquired land as a public road.<br><br>Cadastral and topographical surveys are being arranged.  |
| 27.2.25  | 29.2.25           | Warren Public Arts Committee - Victoria Park Female Friendly Amenities - Aboriginal Artwork Update | DMES/<br>TSM | That progress photographs are sought from the artist of the Victoria Park female-friendly amenities artwork for distribution to Committee Members and Councillors on a regular basis. Progressing.   |
| *27.2.25                                       | 46.2.25           | Alcohol Free Zones (AFZ's)   | DMES/<br>TSM | <ol style="list-style-type: none"> <li>1. To renew the Alcohol-Free Zone within the Warren Town Levee commencing 27th March 2025 for a four (4) year period and that the zone applies 24 hours per day;</li> <li>2. Install additional signs along footpaths and car parks; and</li> <li>3. Encourage NSW Police to utilise the powers of the Alcohol-Free Zone.</li> </ol> <p>New signs have been ordered and will be installed by 27 March 2025.</p> |
| 27.2.25  | 50.2.25           | Supply and Delivery to Warren – Portable Diesel-Powered Trash Pumps                                | DMES/<br>TSM | In accordance with the <i>Local Government (General) Regulation 2021</i> , formally agree to, and accept the analysis of the tender evaluation, for the Contract C13-95, Supply and Delivery to Warren NSW, 40 Diesel Driven Trash Pumps and Accessories and award the tender to B.A.R Group Pty.  |

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CONTINUED

| Date   | Resolution or Qwn | Outstanding Matter                                 | Officer Resp | Response/Action   |
|--|-------------------|--|--------------|---|
| <b>Divisional Manager Engineering Services</b> |                   |  |              |   |
|  |                   |  |              | Ltd. for the tendered price of \$409,684.00 including GST.  |
| *27.2.25                                       | 51.2.25           | T372425OROC Supply and Delivery of Traffic Signage | DMES/<br>RIM | <p>1. The <u>tenderers representing best value</u> being all tenders/contractors received be awarded this contract as the Panel Source suppliers to Warren Shire Council for the period 1 April 2025 to 31 March 2027, and</p> <p>2. A provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 March 2028</p> <p>Regional Procurement has been notified that Council has accepted the recommended contractors.</p> |
| *27.2.25                                       | 52.2.25           | T362425OROC Supply and Delivery of Water Meters    | DMES/<br>TSM | <p>1. That the tenderers representing best value being all tenders/contractors received be awarded this contract as the Panel Source suppliers to Warren Shire Council for the period 1 April 2025 to 31 March 2027, and</p> <p>2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 March 2028.</p> <p>Regional Procurement has been notified that Council</p>                                       |

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| Date   | Resolution or Qwn | Outstanding Matter   | Officer Resp | Response/Action  |
|--|-------------------|--|--------------|--|
| <b>Divisional Manager Engineering Services</b> |                   |  |              |  |
|  |                   |  |              | has accepted the recommended contractors.  |
| *27.2.25                                       | 54.2.25           | Variation – Replacement of Marthaguy and Newe Park Bridges | DMES         | <ol style="list-style-type: none"> <li>That Council approves a variation of \$458,000 including GST for the construction of a 5-cell box culverts to replace the existing floodway adjacent to the Marthaguy Creek (Tenandra) Bridge, Warren Road.</li> <li>That Council approves a variation of \$336,600 including GST for the extension of all the four road approaches to the Marthaguy Creek (Tenandra) Bridge, Warren Road and Newe Park (Merrigal Creek) Bridge, Warren Road by a further 300m each.</li> <li>That the variation amounts be added to the current contract sum of \$3,464,802 including GST bringing the new contract sum to \$4,259,402 including GST.<br/>Murray Constructions has been notified.</li> </ol> |

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

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CONTINUED

| Date   | Resolution or Qwn | Outstanding Matter                             | Officer Resp | Response/Action   |
|--|-------------------|--|--------------|---|
| <b>Manager Health and Development Services</b> |                   |  |              |   |
|  |                   |  |              | <p>2. Crown Reserves classified identified as operational land.</p> <p>3. Draft Plans of Management nearing completion.</p> <p>The Victoria Oval and Oxley Park Plan complete.</p> <p>Draft Parks Plans of Management received. To be reviewed. Feedback provided.</p> <p>Parks Plan revised again in October 2024 for consultation with Crown Lands.</p> <p>A clarification request has been sent 29 January 2025 on how to progress discrepancies.</p>                            |
| 24.2.22  | 74.2.22           | Deacon Drive Homes Status and Progress Matters | MHD          | <p>Matter progressing in the District Court with required affidavits.</p> <p>Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required.</p> <p>District Court Mediation undertaken on the 30th April 2024. Report provided to the May 2024 Council Meeting. District Court dates set for 4 - 8 November 2024.</p> <p>Adjourned, new date to be advised (September – November 2025 expected).</p> |
| 25.8.22  | 211.8.22          | CCTV Options at the Ewenmar Waste Facility     | MHD          | A single CCTV camera will be installed at the Operators   |



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| Date   | Resolution or Qwn | Outstanding Matter  | Officer Resp | Response/Action   |
|--|-------------------|---|--------------|---|
| <b>Manager Health and Development Services</b> |                   |   |              |   |
| 22.6.23  | 181.6.23          | Warren War Memorial Swimming Pool                                       | MHD/<br>GM   | Office as part of the LRCI Round 4 – in progress.<br><br>Arrangements in train for the commencement of legal proceedings against Beaucorp Projects Pty Ltd for the unsatisfactory workmanship at the Warren War Memorial Swimming Pool – in progress;<br><br>The Mayor, the General Manager, and the Manager Health and Development Services be authorised to formulate settlement terms if required.<br><br>Pool re-lining subject to grant funding. |
| 7.12.23  | 301.12.23         | Internal Auditor – Waste Control Review – November 2022 – February 2023 | MHD          | The following priority and action be progressed:<br><br>- An overarching Operational Plan be developed to include risk assessments, procedures, control measures and future strategic actions – in progress and initial commencement 22 August 2024.  |
| 24.4.23  | 83.4.24           | Ewenmar Waste Depot Recycling Options                                   | MHD          | 4. The Manager Health and Development Services to investigate the feasibility of implementing a return and earn facility and other recycling services in conjunction with NetWaste, on a regional basis and other organisations – in progress; and<br><br>5. Council re-assesses the community's satisfaction   |

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CONTINUED

| Date   | Resolution or Qwn | Outstanding Matter  | Officer Resp | Response/Action  |
|--|-------------------|---|--------------|--|
| <b>Manager Health and Development Services</b> |                   |   |              |  |
|  |                   |   |              | with recycling services in 2 years time.   |
| 5.12.24  | 290.12.24         | Carter Oval Youth Sports Precinct Usage Tracking and Analysis | MHD          | All user groups of the Carter Oval Youth Sports Precinct be requested to implement measures to record facility usage over the next two years to ensure Council is able to report in accordance with grant conditions on usage of the new facilities. |
| 5.12.24  | 331.12.24         | Planning Proposal – LEP Review                                | MHD          | Council endorses the amended Planning Proposal to be submitted to the Department for Gateway determination.<br>Submitted 5 February 2025.  |
| 23.1.25  | 12.1.25           | Local Approvals Policy  | MHD          | 3. The Local Approvals Policy be placed on public exhibition for a minimum of 28 days: and<br>4. Subject to no adverse submissions being received within a period of at least 42 days, the Local Approvals Policy be adopted.                        |
| 27.2.25  | 28.2.25           | Sporting Facilities Committee                                 | MHD          | Terms of reference including information in regard to the appointment of an interim chairperson be added to future agenda.   |

**RECOMMENDATION:**

That the information be received and noted and that the items marked with an asterisk (\*) be deleted. 0

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**ITEM 2 COMMITTEE/DELEGATES MEETINGS**

**(C14-2)**

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

**MEETINGS HELD**

| <b>Date</b> | <b>Committee / Meeting</b>   | <b>Location</b> |
|-------------|--|-----------------|
| 24.2.2025   | Internal Auditor Meeting – K Roberts   | Warren          |
| 24.2.2025   | Castlereagh Macquarie County Council   | Coonamble       |
| 25.2.2025   | Warren Levee Mandatory Pre-Tender Meeting  | Warren          |
| 26.2.2025   | Warren Community Christmas Event Meeting   | Warren          |
| 3.3.2025    | Depot and Administration Building Staff Meetings                                 | Warren          |
| 3.3.2025    | Orana Far West Regional Hospital Auxiliary Conference (Mayor)                    | Warren          |
| 4.3.2025    | Regional Planning Forum in Dubbo   | Dubbo           |
| 4.3.2025    | Showground/Racecourse Committee Meeting  | Warren          |
| 5.3.2025    | Ewenmar Waste Depot Committee Meeting  | Warren          |
| 5.3.2025    | North West Zone Bushfire Management Committee Meeting                            | Online          |
| 6.3.2025    | Alliance of Western Councils Professor Drew Presentation                         | Dubbo           |
| 7.3.2025    | Alliance of Western Councils Meeting   | Dubbo           |
| 11.3.2025   | Audit, Risk and Improvement Committee  | Warren/Online   |
| 11.3.2025   | Town Improvement Committee Meeting   | Warren          |
| 13.3.2025   | Traffic Committee Meeting  | Warren          |
| 18.3.2025   | Manex Meeting  | Warren          |
| 19.3.2025   | Acting Inspector Michael Wiegold NSW Police                                      | Warren          |
| 21.3.2025   | NSW Public Libraries Association (NSWPLA)<br>Central West Zone Libraries Meeting | Bathurst        |

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

| <b>DATE</b> | <b>COMMITTEE / MEETING</b> | <b>LOCATION</b> |
|-------------|----------------------------|-----------------|
|             |                            |                 |

**RECOMMENDATION:**

That the information be received and noted.

# WARREN SHIRE COUNCIL

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## ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

(C14-7.2, G4-1)

### RECOMMENDATION:

That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager for the period 12th February 2025 to 12th March 2025:

| Project  | Budget  | Expenditure/<br>Committed | Resp        | Comment  |
|--|---------|---------------------------|-------------|--|
| <b>General</b>   |         |                           |             |  |
| Regional Racecourse Stimulus Funding Program 2022 – ‘Irrigation System’ Drought Proofing project and Public Area Fencing/Exclusion Fencing (\$247,260)<br>Includes \$144,000 from Warren Jockey Club & Racing NSW Grant<br>JC 122-5-10 | 391,260 | 267,631                   | IPM/<br>TSM | Exclusion fence works are progressing;<br>Approximately 2,170m of fencing has been replaced.<br>Remaining section of exclusion fence has been completed by Wheeler Fencing.<br>‘Pharlap’ style fencing for the mounting yard has been ordered and installation to commence early April 2025.<br><br>Access control system for auto gates ordered and installation to follow.<br>Waiting on the installation of power and controls to allow gates to be commissioned. |

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### ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project  | Budget                                | Expenditure/<br>Committed             | Resp                     | Comment   |
|--|---------------------------------------|---------------------------------------|--------------------------|---|
| <b>Sewerage Services</b>   |                                       |                                       |                          |   |
| Restart NSW Warren (STP) Upgrade<br>JC 220-3-0   | 92,000                                | Nil                                   | TSM                      | Rehabilitation program for Old Sewerage Treatment Plant and bore installation being formulated but will be delayed until evaporation pond construction is complete.   |
| NSW Severe Weather & Flood Grant for AGRN 1025 (\$1,000,000) (part of Warren Levee Rehabilitation project \$7,100,000)<br><br>Warren Town Levee Remediation<br>JC:<br><br>3300-4400-0000 Federal; }<br>3300-4410-0000 State; and }<br>3300-4420-0000 OLG AGRN. } | 4,430,118 }<br>736,438 }<br>736,697 } | 1,208,659 }<br>184,295 }<br>593,208 } | GM<br>IPM<br>DMES<br>TSM | <p>This project once implemented will ensure that the Warren town is prepared for major flooding and potentially immune from future natural disasters. This project will enable the resilience of the Warren Community as it equips the town with the mechanisms necessary to deal with future adverse environmental conditions.</p> <p><b>*RFT documents and Tender Evaluation Plan completed.</b></p> <p>An Open Tender called on 11 February 2025 for following works programs:</p> <ol style="list-style-type: none"> <li>1. Warren Levee Rehabilitation Works (Work Program 1)</li> <li>2. Riverbank Rock Revetment Works (Work Program 2)</li> </ol> <p>Mandatory Site Briefing scheduled for 25 February 2025 with Tender Closing on 20 March 2025. Eight (8) companies were represented at the meeting and site visits.</p> <p>Three (3), 100kVa generators for the flood pumping/levee project were delivered 6 March 2025. Two (2), 60kVa generators and the 250kVa generator is expected to be delivered by mid-April.</p> |
| Office of Sport - Female Friendly Community Sport Facilities and Lighting Upgrades Grant Program Victoria Park Precinct New Female Amenities.<br>Includes \$202,549.88 allocated   | 678,872                               | 679,418                               | IPM/<br>WSCC<br>M        | This project involves construction of new amenities building including two separate changerooms and public access toilets will be constructed to provide safe, equitable and accessible facilities for female participants within Victoria Park Precinct.   |

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

**CONTINUED**

| Project  | Budget | Expenditure/<br>Committed | Resp        | Comment   |
|--|--------|---------------------------|-------------|---|
| <p>from restricted funds for infrastructure improvement/ replacement.</p> <p>JC 3450-4310-0</p>  |        |                           |             | <p>*Relocation of underground services not known earlier and industry shutdown during December/January has slowed down the progress. Earthworks filling around the building completed in January 2025.</p> <p>Wall &amp; roof frames installation complete, cladding works commenced on the 13 March 2025.</p> <p>An updated construction plan has been requested from the Contractor.</p> <p>Artwork on doors is 50% complete.</p> <p>Expected completion by May 2025.</p>   |
| <p>Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B - Infrastructure Projects Management Office Projects:</p> <p>Windows on the Wetlands Centre Precinct Oxley Highway</p> <p>LRCI R4 \$37,996</p> <p>Includes \$37,004 allocated from restricted funds for infrastructure improvement/ replacement.</p> <p>JC 3350-0017-0010</p> | 75,000 | Nil                       | IPM/<br>MHD | <p>Windows on the Wetlands Centre Precinct EV Charging Station (up to 3). Supply &amp; installation of up to 3 EV Charging Stations.</p> <ul style="list-style-type: none"> <li>- Round 2 Warren is not in optimal zone development – not eligible;</li> <li>- Round 3 Warren not listed in GREEN or BLUE zone identified for charging point operators to apply for the grant - not eligible.</li> <li>- Quote/proposal requested from service provider for design, supply and install for charging points.</li> </ul> <p>A quote received for supply and installation EV Charger at Visitor Information Centre premises.</p> <ol style="list-style-type: none"> <li>1. 60 kW Charger - \$58,047.00</li> <li>2. 240 kW Charger – \$190,140.00 (\$64 K + \$126 K for network upgrade)</li> </ol> <p>See below and attached for more details.</p> <p>*Budget, we have is Total of \$75 K (\$37 K allocated from LRCI Grant and \$37 K allocated from Infrastructure Improvement/ Replacement Fund.) Funds we have are sufficient for 60kW Charger, but a fast changer option would be the best suitable for us at VIC.</p> <p>*Grant funded install and operate EV Charger (Fast Charger) by external service provider being looked at.</p> |

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### ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

| Project   | Budget  | Expenditure/<br>Committed | Resp          | Comment   |
|---|---------|---------------------------|---------------|---|
|   |         |                           |               | <p>The proposal with following options received from another provider:</p> <p>(1) To install and operate based on car park leasing arrangement of 5 years. The provider to supply, install &amp; operate the charger, a profit margin on each kWh e.g. 5 c/kWh would be provided to council in addition to reimbursing electricity costs.</p> <p>(2) If council covers the installation cost, a revenue sharing arrangement will be in place along with a margin as profit for council.</p> <p>However, they think only 22 kW AC chargers, or a 40 kW DC charger is possible – this option wasn't pursued as Council wasn't for eligible the grant rounds.</p> <p>The Council has issued a request for quotation (RFQ) for the design, supply, and installation of a 60 kW charger, with the closing date set for March 27, 2025.</p> |
| <p>Dog Pound - Animal Shelter Replacement Project</p> <p>JC 3260-4125-0</p> | 140,000 | 105,632                   | IPM/<br>MHD   | <p>*Quotes for besser block laying received from local brick layers being reviewed. Three (3) quotes received.</p> <p>Superstructure works - besser block works to commence from 11 March 2025.</p> <p>Roof frame delivered on site on the 18 February 2025, installation to follow completion of besser block works.</p>   |
| Safety Management System  | 75,825  | Nil                       | WHS-RC<br>/GM | Works Program being formulated.   |
| Asset Management & IPR  | 112,636 | Nil                       | GM/<br>DMES   | Works program being formulated.   |

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

**CONTINUED**

| Project   | Budget  | Expend | Resp        | Comment   |
|---|---------|--------|-------------|---|
| <b>Grant Applications</b>   |         |        |             |   |
| Remote Airstrip Upgrade Program Round 11<br><br>Warren Aerodrome Infrastructure Improvements Project RAUPXI000028<br><br>Includes Council Contribution \$155,812                | 207,750 | N/A    | TSM/<br>IPM | The grant funds will be allocated to enhance several critical aspects of the facility. The funds will be used to install a circulating RNAV system, improvements to the current animal-proof fence, the height extended to better safeguard the area from wildlife intrusion, thus ensuring the safety of the facilities.<br><br>Additionally, improvements to the existing drainage system, preventing potential flooding, and maintaining the integrity of the grounds, particularly during adverse weather conditions.<br><br><b>Awaiting Notification</b> |
| Crown Reserves Improvement Fund (CRIF)<br><br>Warren Showground Racecourse Irrigation Enhancement Project 240049G   | 985,600 | N/A    | TSM/<br>IPM | The proposed Upgrade Showground Irrigation project will enhance the reserve, increase public engagement and improve functionality and appeal. Its sustainable design supports Council's environmental goals, conserving water through efficient systems, ensuring consistent ground maintenance. These upgrades make the reserve a safer, more attractive space, reinforcing its role as a valued public asset.<br><br><b>Awaiting Notification</b>   |
| Community Building Partnership 2025 (CBP) Facilitated by Council on behalf of the Warren Junior Soccer Club<br><br>Sun Smart, Game Strong-Shade Structure Project- CBP25 – 0992 | 30,000  | N/A    | TSM/<br>PAO | Submitted by the Warren Soccer Club, facilitated by Council, this project aims to enhance the public recreational infrastructure at Carter Oval by installing a shade structure to the new amenities building. The initiative will directly benefit the local sporting community, including Junior and Senior Cricket, Junior and Senior Soccer, and Athletics groups, by providing improved facilities that promote safety, comfort, and usability.<br><br><b>Awaiting Notification</b>  |



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

**CONTINUED**

| Project   | Budget  | Expend | Resp        | Comment  |
|---|---------|--------|-------------|--|
| <b>Grant Applications</b>   |         |        |             |  |
| 2025-2026 Community Native Fish Stocking Program - Inland Native Fish<br><br>Includes Council Contribution \$6,000    | 18,000  | N/A    | TSM         | The proposed grant Free the Fins: Warren Shire’s Annual Fish Release at the boat ramp, Brian Egan Weir on the Macquarie River will boost native fish stocks, enhances recreational fishing, and promotes sustainability. Restocking native species supports conservation efforts, improves biodiversity, and provides greater fishing opportunities for all anglers.<br><br><b>Ready for submission – 9 May 2025</b>   |
| TFNSW Open Streets Program 2025-28<br><br>Jingle & Mingle – Warren’s Christmas Celebration Event Series - OSVS2500010 | 350,000 | N/A    | PAO/<br>TSM | The proposed grant Jingle & Mingle - Warren's Christmas Celebration event series aspires to be a vibrant, family-friendly celebration! A combination of Carols by Candlelight, Santa visits, live performances, interactive activities, festive markets, and fireworks. Perfect for all ages, activities, cultivating community spirit, cultural engagement, and unforgettable memories.<br><br>The grant program will provide successful applicants funding over three years to transform our streets into vibrant, walkable public spaces for people to enjoy and safely access.<br><br><b>Awaiting Notification</b> |

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

**ACRONYMS**

- |  |                                       |  |
|--|---------------------------------------|--|
| GM - General Manager                               | TSM - Town Services Manager           | PO – Projects Officer - Assets                     |
| DMFA - Divisional Manager Finance & Administration | RIM - Roads Infrastructure Manager    | WSCCM – Warren Sporting & Cultural Centre Manager  |
| DMES - Divisional Manager Engineering Services     | IPM - Infrastructure Projects Manager | EDVM - Economic Development and Visitation Manager |
| MHD - Manager Health and Development Services      | PAO - Projects Administration Officer | WHS-RC – Work Health Safety / Risk Co-Ordinator    |

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**ITEM 4                      DROUGHT RESILIENCE PLAN PROJECT**

**(F2-2, G4-1.79)**

**RECOMMENDATION** that:

1. A governance framework around a tri-party (Bogan, Coonamble, and Warren) arrangement be established and the three Councils form a Project Steering Committee for a Regional Drought Resilience tourism project;
2. Council approves the Mayor and the General Manager to be appointed to the Project Steering Committee and other Council staff as required;
3. Council endorses the Economic Development and Visitation Manager as the lead for the tri-party arrangement;
4. Council endorses the Regional Resilience Plan 016 (2024 edition) and note that the document is a living document and can be changed and updated to reflect environmental changes;
5. Council advise the Far Northwest Joint Organisation that the \$300,000 funding under RDPR016 for Bogan, Coonamble, and Warren be used in a collaborative approach to establish the region as a premier nature-based tourism destination; and
6. Council advise the Executive Officer of the Far Northwest Joint Organisation that Council wishes to amend the project deliverables to coincide with the project identified by Bogan, Coonamble, and Warren Councils.

**PURPOSE**

This report seeks the endorsement of Council on the use of the \$300,000 implementation funding available under RDPR016 for Bogan, Coonamble, and Warren Councils, and further, to endorse a collaborative approach to establish the region as a premier nature-based tourism destination.

**BACKGROUND**

Below is an extract from the Recommendation document provided by the Far Northwest Joint Organisation (FNWJO), in late February, prior to the meeting of the three Councils on 20th February, 2025.

***Summary and Background Provided by FNWJO***

***Project 1: Drought Plans Developed and Adopted***

*FNWJO applied for funding in January 2023 to deliver Regional Drought Resilience Plans and associated implementation for the following regions:*

- *RDPR016 – Bogan, Warren, and Coonamble (\$200K)*

*Draft projects were distributed to Councils for feedback, any feedback provided was included in the plan document before being forwarded to Regional NSW on 16 January 2025. RDPR016 has been lodged for Ministerial approval (State and Federal) and an expected outcome is due early March 2025.*

*This plan will be approved in its current state; however, each plan is a “living document” and has the ability to be changed, altered or updated to reflect the changing environment at any time. A Project Business Plan has just been produced and is attached.*

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**ITEM 4                      DROUGHT RESILIENCE PLAN PROJECT**

**CONTINUED**

*Implementation of projects cannot commence until the plan has been approved, however FNWJO aims to have implementation projects resolved by Council, quoted and ready to commence as soon as RDPR016 has Ministerial approvals.*

*Plan development funding that has not been spent can be carried over into plan implementation activities. FNWJO has been prudent in managing plan development funds and as a result have an underspend of \$50K that can be added to the \$250K already available for plan implementation. The total for plan implementation across the RDPR016 area is \$300K.*

**Drought Plan Implementation**

**Funds available for implementation**

|                 |                  |
|-----------------|------------------|
| RDPR016         | \$250,000        |
| Unspent Stage 1 | \$ 50,000        |
|                 | <b>\$300,000</b> |

*It is imperative that RDPR016 have clear implementation projects planned and agreed by **28th February 2025**; this will expedite the projects to ensure implementation is commence by end March 2025. **Projects are to be completed and reported on by 30th November 2025.***

*FNWJO met with NSW Drought colleagues in Dubbo on Thursday 23rd January 2025 to discuss implementation project options.*

**Issues discussed:**

- *Currently councils are undertaking IP&R activities, there is a recognised staff shortage across the region and some General Manager have expressed their concern that their Councils do not have the resources to “deliver” the implantation projects and would be more comfortable with FNWJO to manage the delivery.*
- *Realistic deliverables with available resources and timeframe - Australian Department of Agriculture, Fisheries & Forestry and the NSW Government have already extended the completion date by 5 months to 30th November 2025.*
- ***Limited funds for regional water infrastructure at this time** - The advice from the Department was to "park" planning and infrastructure ideas for future funding opportunities.*
- ***Recommended prelude to a “Water Infrastructure Project”** with current funding; a regional audit of existing water (artesian/sub-artesian/riverine) availability, current storage and access infrastructure, public and private access/usage by towns/villages/hamlets/industry/rural, and getting this information gathered, documented, organised and catalogued as a starting point for future funding opportunities.*
- *Project to focus on communication, understanding and strengthening relationships between stakeholders with the view of making future partnerships possible.*
- *Discussions had with GMs in late 2024, identified that Councils are at different stages of their water security journey. In western NSW we have a high turnover of staff, information*

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**ITEM 4                      DROUGHT RESILIENCE PLAN PROJECT**

**CONTINUED**

*gets archived, a new person comes along with a new idea, and we start from ground zero again. Sourcing and cataloguing the historical and current information would prevent the duplication.*

- *Regional perspective was required - regional interests not just LGA interests' coverage - rivers and water sources don't start and stop at our local government boundaries.*
- *Advised to **pursue "social and educational" drought preparedness projects**. This was discussed quite a lot during the community consultation processes but it seemed to get diluted in the writing of the strategy (documentation does exist to support these activities).*
- *Discussion was had about "**drought preparedness workshops/roadshow**" that could be rolled out and delivered by **30th November 2025**.*
- *"Volunteer fatigue" and "consultation fatigue" are real things in our area.*

*After consideration of all stakeholders' needs and feedback from Kate Mannion (Manager, Drought Resilience Planning Program) in a teleconference 31st January 2025, the following projects were deemed suitable, would provide value for money, and could be delivered with current resources and within timeframes, **if they can be commenced without delay and within 5 – 6 weeks:***

- *Project 1 - Water Security Baseline Project; and*
- *Project 2 – Drought Preparedness – Education and Social Revitalisation*

*Project Rationale*

***Project 1 - Water Security Baseline Project - \$150K (Councils - Bogan, Warren, and Coonamble)***

*A regional Water Security Baseline Issues Report will undertake a comprehensive stocktake of current water resources, infrastructure, and usage patterns across the RDPR016 Area (Bogan, Warren, and Coonamble).*

*This initial phase will establish a clear baseline of water allocations, identify major water users including urban, agricultural, and industrial operations. This will then document existing water security measures in each participating local government area.*

*This work will create a catalogue of historical reports/plans at both a localised and regional level. This database will be distributed and accessible to all stakeholders and can be used as a baseline for future "water security plans" (basically getting the information into one place).*

*The water needs of the RDPR016 (Bogan, Warren, and Coonamble) area are complex. Water sources are not defined by Local Government boundaries and water quality from rivers and ground sources vary in quality, quantity and potability.*

*Additionally, the actions of "upstream users" on how water is accessed, stored and used has consequences for "down-stream" users; the complexities are magnified the larger the geographic area being investigated; communities have competing needs and there needs to be recognition that a "Regional Water Security Plan" will require compromise for a regional plan versus a localised "LGA Water Security Plan".*

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**ITEM 4                      DROUGHT RESILIENCE PLAN PROJECT**

**CONTINUED**

*By understanding our region's current water profile, including surface and groundwater resources, we can better identify vulnerabilities and opportunities for improved drought preparedness, water effectiveness and efficiencies. This foundational work will inform subsequent phases of the planning process, ultimately leading to a coordinated regional approach to drought management and allowing all stakeholders access to information surrounding this complex issue.*

*The project will be delivered separately across the two RDRP regions. FNWJO will call quotations and request a minimum of three quotes, as per FNWJO procurement policy. The RDPR016 - project 1 is under the \$250K threshold for tenders.*

*The project scope will include:*

- *Stage 1 - Identify historical/current data; documentation/information, water infrastructure audit and needs analysis for each LGA. This will include a visit to each LGA to take photos and make face-to face contact with key information sources - Due July 2025;*
- *Stage 2 - Examine and analyse the data from each area; identify issues and providing a baseline needs analysis for each LGA – Due August 2025;*
- *Stage 3 – Analyse data through an independent regional lens – essentially stitching RDPR004 and RDPR016 areas together and examine water security impacts of neighbouring LGA's (water does not identify LGA boundaries) to provide a regional perspective and provide LGA's for draft findings for consultation between stakeholder Councils – Due September 2025;*
- *Stage 4 – Production of final findings of regional water security issues; and*
- *Step 5 – Identify issues that may require additional future investigation, investigate options of regional solutions; circulate findings with stakeholders (Local Government, State Government, Federal Government, industry, cultural and recreational).*

*Project Quotations*

*Procurement is to be undertaken as per Cobar Shire Council procurement policy and as per information provided by Councils in November 2025. The following will be asked to quote, along with any other suppliers recommended by participating Councils:*

- *Aither - Will Fargher, Global Water Practice Director, 0402336614;*
- *The Stable Group, Jillian Kilby, 0468800625;*
- *Hydro Tech Solutions, Victor Papierniak-Wojtowicz BE(Hons) CPEng RPEQ, Principal Engineer, 0421 171 090; and*
- *Bruce Whitehall, Senior Water Advisor, Alluvium, 0459 813 554.*

**Project 2 – Social Inclusion and Preparedness Education - \$120K**

*Councils – Bogan, Warren, and Coonamble*

*This project will deal with the delivery of social, economic and drought preparedness activities as identified in the consultation process and documented in the RDPR016 plan through the roll out of a "Practical Drought Preparedness Roadshow" and associated resources:*

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ITEM 4

DROUGHT RESILIENCE PLAN PROJECT

CONTINUED

- *Education component*
  - i. *Communications and data access – practical ways of improving connectivity.*
  - ii. *Mental health – practical ways of accessing mental health services.*
  - iii. *Taking the guess work out of decision making – how to make an effective and efficient decision, with minimal stress.*
  - iv. *Understanding the concept of maximised production (good season) v's hibernating production (drought season) and resourcing it appropriately.*
  - v. *Financial planning – practical ways to access assistance.*
  - vi. *Stock nutrition.*
- *Community "re-grouping" - "social" connectedness has declined as communities are "busy" being productive.*
- *Positive reinforcement and preparedness to "fill-up" the emotional cup.*
- *"Volunteer fatigue" and "consultation fatigue" are real things – community desire to be a "passive participant".*
- *Engage a 3rd party supplier with existing regional networks organise, co-ordinate and roll out the program - no stress on existing Council resources.*

*The project will be delivered separately across the two RDRP regions. FNWJO will call quotations and request a minimum of three quotes, as per FNWJO procurement policy.*

*Project Quotations*

- *Stage 1 – Reestablish and create networks, resources and confirm locations/dates for roadshow - Due July 2025*
- *Stage 2 -Roll out the roadshow throughout region – August, September, October 2025*
- *Stage 3 – Finalisation of project and reporting – November 2025*

*Procurement is to be undertaken as per Cobar Shire Council procurement policy. The following organisations are to be approached for quotation, due to their regional coverage and recent experience with drought activities:*

- *NALAG*
- *Mission Australia*
- *Centacare*

*Council can recommend additional suppliers.*

**FNWJO Administration and Management - \$30K**

*Time is tight and Councils are currently under resourced and under pressure with core business activities. With delegated authority from Councils to the Executive Officer of the FNWJO, this project can be managed on Councils behalf with little more than some local input from key people to be involved.*

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**ITEM 4**

**DROUGHT RESILIENCE PLAN PROJECT**

**CONTINUED**

*FNWJO advise an allocation of \$30K for project management, monitoring and reporting be recognised in the project budget.*

**RDPR016 - Implementation Budget - \$300K TOTAL**

| <b>Activity</b>  | <b>Budget</b>    | <b>Supplier</b> |
|--|------------------|-----------------|
| <i>Project 1 - Water Security Baseline Project</i>             | <i>\$150,000</i> | <i>TBD</i>      |
| <i>Project 2 – Social Inclusion and Preparedness Education</i> | <i>\$120,000</i> | <i>TBD</i>      |
| <i>Project Administration and Management</i>                   | <i>\$ 30,000</i> | <i>FNWJO</i>    |
| <b>TOTAL</b>   | <b>\$300,000</b> |                 |

**REPORT**

A meeting with the Mayors and General Managers of Bogan, Warren, and Coonamble Shires was held at Warren Shire Council on Thursday, 20th February, 2025. The Economic Development and Visitation Manager presented at the meeting.

The purpose of the meeting was to propose an alternative initiative for the use of available grant funds that would establish and deliver real economic benefits to all of the respective LGAs, as an alternative to adopting the recommendations of the Far Northwest Joint Organisation for use of the funds, as under:-

- Project 1      Water Security Baseline Project  
                     \$150,000 from Bogan, Coonamble, and Warren  
                     Summary included within this report
  
- Project 2      Social Inclusion and Preparedness Education  
                     \$120,000 from Bogan, Coonamble, and Warren  
                     Summary included within this report

The meeting noted the proposed Project Recommendations One and Two contained within the plan are consultant driven. Consensus from the meeting was to recommend that the \$300,000 under RDPR016 for Bogan, Warren and Coonamble be used in a collaborative approach to establish the region as a premier nature- based tourism destination which will provide direct financial opportunities for local landholders, helping them to establish new income streams.

Provisionally titled ‘The Country Heartline’—a name chosen to capture the essence of rural charm, immersive agritourism, and the opportunity for visitors to reconnect with the country way of life. Please note that this is a conceptual title only for discussion.

Warren Shire Council has offered to provide the Economic Development and Visitation Manager to be the lead person for the project and to develop a governance framework around the tri-party arrangement and establish a Project Steering Committee.

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**ITEM 4                    DROUGHT RESILIENCE PLAN PROJECT**

**CONTINUED**

Ministerial approval of the submitted Drought Resilience Plan (August 2024) has now been received and an application for implementation funding must now be prepared.

The project period available is now 6 months, with a project completion date requirement of 28th November, 2025 (extended from the original date of 30th June, 2025).

**FINANCIAL IMPLICATIONS**

Consortia RDRP016 (Bogan, Coonamble, and Warren) has the opportunity to apply for Implementation funding of \$300,000 for the project. This is comprised of \$250,000 direct funding for the implementation phase and \$50,000 being the balance of under spent funds from the planning phase.

**LEGAL IMPLICATIONS**

The funding will be conditional. However, in keeping with other grants should not be onerous.

**RISK IMPLICATIONS**

Delays associated with the application for implementation funding and receipt of grant monies, may impact on the deliverables for the project.

**STAKEHOLDER CONSULTATION**

The proposed Drought Resilience Project recommendation will be taken by each of the consortia Councils for consideration and adoption. Coonamble Shire Council has received the endorsement of Council on 12th March, 2025.

**OPTIONS**

Adopt the recommendations of the FNWJO (as outlined above).

**CONCLUSION**

The Councils of Bogan, Coonamble, and Warren Shires have an opportunity to establish a pioneering model of tourism-driven drought resilience. This is a long-term investment in resilience. It is an initiative designed to leave a lasting legacy – not just in visitor numbers, but in direct financial benefits to farmers, the creation of new businesses, and the sustained economic uplift of our towns and communities. The tri-party project is considered to provide the most impact for the available funding.

**LINK TO POLICY**

Warren Shire Economic Development Strategy and Action Plan.

Regional Drought Resilience Plan – RDPR016.

**SUPPORTING INFORMATION/ ATTACHMENT**

Drought Resilience Plan Project – The Country Heartline Project Business Plan

A full colour hard copy of the document will be available at the Ordinary Meeting of Council to be held on Thursday, 27th March, 2025.



# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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**ITEM 1 RECONCILIATION CERTIFICATE – FEBRUARY 2025**

**(B1-10.16)**

**RECOMMENDATION:**

That the Statement of Bank and Investments Balance as at 28<sup>th</sup> February 2025 be received and noted.

**PURPOSE**

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

**BACKGROUND**

Clause 212 of the Local Government (General) Regulation 2021 requires the Responsible Accounting Officer to provide a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act.

**REPORT**

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 28<sup>th</sup> February 2025.

Council should note that investment items listed as

|                         | <b>Balance</b>      |                       | <b>Balance</b>      |
|-------------------------|---------------------|-----------------------|---------------------|
|                         | <b>31-Jan-25</b>    | <b>Transactions</b>   | <b>28-Feb-25</b>    |
| General                 | 11,581,024.05       | (615,976.61)          | 10,965,047.44       |
| Water Fund              | 747,766.81          | 185,090.01            | 932,856.82          |
| Sewerage Fund           | 1,827,336.65        | (46,826.80)           | 1,780,509.85        |
| North Western Library   | 11,167.05           | (23,122.34)           | (11,955.29)         |
| Trust Fund              | 89,609.78           | 77.52                 | 89,687.30           |
| Investment Bank Account | (6,242,013.65)      | (3,500,000.00)        | (9,742,013.65)      |
|                         | <b>8,014,890.69</b> | <b>(4,000,758.22)</b> | <b>4,014,132.47</b> |

# WARREN SHIRE COUNCIL

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ITEM 1 RECONCILIATION CERTIFICATE – FEBRUARY 2025

CONTINUED

## BANK STATEMENT RECONCILIATION

|  |                     |
|--|---------------------|
| Balance as per Bank Statement =                          | 4,014,132.47        |
| Add: Outstanding Deposits for the Month                  | 0.00                |
| Less: Outstanding Cheques & Autopays                     | 0.00                |
| <b>Balance as per Ledger Accounts less Investments =</b> | <b>4,014,132.47</b> |

## INVESTMENTS RECONCILIATION

Investments as at 28th February 2025

| No.                        | Institution | Amount              | Term & Rate     | Maturity Date |
|----------------------------|-------------|---------------------|-----------------|---------------|
|                            | CBA         | 232,013.65          | 4.10%           | On Call A/c   |
| 1                          | AMP         | 1,000,000.00        | 5.20%           | 18-Jun-25     |
| 2                          | NAB         | 1,500,000.00        | 4.75%           | 20-May-25     |
| 3                          | AMP         | 1,500,000.00        | 5.15%           | 20-Mar-25     |
| 4                          | NAB         | 1,000,000.00        | 4.50%           | 18-Feb-25     |
| 7                          | NAB         | 1,000,000.00        | 4.90%           | 28-Apr-25     |
| 8                          | NAB         | 1,000,000.00        | 4.00%           | 21-Mar-25     |
| 9                          | NAB         | 1,000,000.00        | 4.80%           | 19-May-25     |
| 10                         | NAB         | 1,500,000.00        | 4.90%           | 28-Apr-25     |
|                            | NAB         | 10,000.00           | 60 days @ 1.45% | TBA           |
| <b>TOTAL INVESTMENTS =</b> |             | <b>9,742,013.65</b> |                 |               |

## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

|  |                      |
|--|----------------------|
| Externally Restricted Funds Invested                   | 10,867,428.12        |
| Internally Restricted Funds Invested                   | 2,388,718.00         |
| Unrestricted Funds                                     | 500,000.00           |
| <b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b> | <b>13,756,146.12</b> |

As Councils Responsible Accounting Officer, I note the External and Internal Restricted Funds are an estimate only, pending final review in part with Annual Financial Statements preparation into the future.

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**ITEM 1 RECONCILIATION CERTIFICATE – FEBRUARY 2025**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A.

**LEGAL IMPLICATIONS**

N/A.

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

N/A.

**CONCLUSION**

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

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

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

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
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ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

## RECOMMENDATION:

That the Statement of Rates and Annual Charges information as at 12<sup>th</sup> March 2025 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 12<sup>th</sup> March 2025 including comparisons over the last four years.

This report is considered the most accurate and relevant information available, for Council to consider relating Rates and Annual Charges information, for comparative purposes in a related period.

## 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 the balance of rates and annual charges.

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

## SUPPORTING INFORMATION / ATTACHMENTS

Nil.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 27<sup>th</sup> March 2025

**ITEM 2 STATEMENT OF RATES & ANNUAL CHARGES**

**CONTINUED**

12-Mar-25

| Name of Rate                    | NETT           |                  | TOTAL RECEIVABLE | COLLECTIONS FOR YEAR |                                    | NETT ARREARS     |                                    |
|---------------------------------|----------------|------------------|------------------|----------------------|------------------------------------|------------------|------------------------------------|
|                                 | ARREARS        | NETT LEVY        |                  | AMOUNT COLLECTED     | COLLECT AS % AGE OF TOTAL REC'ABLE | ARREARS AMOUNT   | ARREARS AS % AGE OF TOTAL REC'ABLE |
|                                 | 1st JULY       |                  |                  |                      |                                    |                  |                                    |
|                                 | \$             | \$               | \$               | \$                   |                                    | \$               |                                    |
| General Fund Rates              | 268,520        | 5,703,880        | 5,972,399        | 4,410,171            | 73.84%                             | 1,562,228        | 26.16%                             |
| Warren Water Fund               | 102,688        | 600,615          | 703,303          | 469,544              | 66.76%                             | 233,759          | 33.24%                             |
| Warren Sewerage Fund            | 115,462        | 627,197          | 742,659          | 478,610              | 64.45%                             | 264,049          | 35.55%                             |
| <b>TOTAL 2024/2025</b>          | <b>486,670</b> | <b>6,931,692</b> | <b>7,418,362</b> | <b>5,358,325</b>     | <b>72.23%</b>                      | <b>2,060,037</b> | <b>27.77%</b>                      |
| <b>TOTAL 2023/2024</b>          | <b>445,604</b> | <b>6,630,720</b> | <b>7,076,324</b> | <b>5,146,610</b>     | <b>72.73%</b>                      | <b>1,929,714</b> | <b>27.27%</b>                      |
| <b>TOTAL 2022/2023</b>          | <b>290,303</b> | <b>6,337,306</b> | <b>6,627,609</b> | <b>4,909,312</b>     | <b>74.07%</b>                      | <b>1,718,298</b> | <b>25.93%</b>                      |
| <b>TOTAL 2021/2022</b>          | <b>303,871</b> | <b>7,171,097</b> | <b>7,474,968</b> | <b>4,845,399</b>     | <b>64.82%</b>                      | <b>2,629,569</b> | <b>35.18%</b>                      |
| <b>TOTAL 2020/2021</b>          | <b>318,952</b> | <b>6,995,578</b> | <b>7,314,530</b> | <b>4,665,588</b>     | <b>63.79%</b>                      | <b>2,648,942</b> | <b>36.21%</b>                      |
|                                 |                | 12-Mar-21        | 10-Mar-22        | 07-Mar-23            | 15-Mar-24                          | 12-Mar-25        |                                    |
| <b>COLLECTION FIGURES AS \$</b> |                | 4,665,588        | 4,845,399        | 4,909,312            | 5,146,610                          | 5,358,325        |                                    |
| <b>COLLECTION FIGURE AS %</b>   |                | 63.79%           | 64.82%           | 74.07%               | 72.73%                             | 72.23%           |                                    |

# WARREN SHIRE COUNCIL

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

**RECOMMENDATION:**

That the information be received and noted.

The following are details of the projects undertaken by the Finance and Administration Department for the 2024/25 financial year.

| <b>Project</b>   | <b>Budget</b> | <b>Expend</b> | <b>Resp</b> | <b>Comment</b>  |
|--|---------------|---------------|-------------|---|
| Office Equipment Purchases – PC Purchases – Electronic Records Management System Investigation/ Implementation | \$161,032     | \$42,127      | DMFA        | 2023/24 estimated carry over value, included in the budget figure is \$51,032<br><br>Purchase new office equipment, PC's and other ICT equipment as needed.<br><br>Ongoing implementation of a Document management system, a new server is in place and transitioning to use in full. |

**ACRONYMS**

DMFA - Divisional Manager Finance & Administration

**WARREN SHIRE COUNCIL**  
**Report of the Divisional Manager Engineering Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Community Room on Thursday 27th March 2025**

**ITEM 1**

**WORKS PROGRESS REPORTS – ROADS**

**(C14-7.2)**

**RECOMMENDATION:**

That the information be received and noted.

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

**ACRONYMS**

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

**Roads M & R (Maintenance and Repair) Budget and Works**  
**From 12<sup>th</sup> February 2025 to 12<sup>th</sup> March 2025.**

| PROGRAM  | BUDGET             | EXPENDITURE        |
|--|--------------------|--------------------|
| Urban Sealed Roads   | \$64,039           | \$64,039           |
| Parking Areas  | \$5,904            | Nil                |
| Kerb and Guttering   | \$20,800           | \$20,800           |
| Footpaths  | \$41,327           | \$13,546           |
| Urban Unsealed Roads   | \$30,633           | \$9,538            |
| Rural Sealed Roads   | \$525,088          | \$400,977          |
| Rural Unsealed Roads   | \$1,191,198        | \$750,133          |
| Rural Bridges  | \$15,600           | \$2,033            |
| Regional Sealed Roads  | \$822,000          | \$693,983          |
| Regional Unsealed Roads  | \$120,000          | \$80,902           |
| Regional Bridges   | \$19,000           | \$6,270            |
| Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities) | \$15,175           | Nil                |
| <b>Total</b>   | <b>\$2,870,764</b> | <b>\$2,042,221</b> |

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

| PROGRAM   | BUDGET      | EXPEND/COMMIT. | COMMENTS  |
|---|-------------|----------------|---|
| *RMCC SH11/ Milawa Pavement Rehabilitation      | \$1,391,926 | N/A            | Council received the Payment Claim of \$1,116,305 which excludes the Final Sealing Works and the Line Marking. The Linemarking Works will be started in the 1 <sup>st</sup> week of March.  |
| RMCC SH11/ Routine Maintenance                  | \$850,965   | N/A            | Under Scheduled Maintenance: Culvert cleaning works have been completed for the 22 Culverts including minor repairs to two culverts under the Culvert Cleaning Project. Four Culverts have been repaired (Estimated Budget is \$293,019). Also, One Culvert will be replaced at Oxley Highway.  |
| Heavy Patching 2024/2025 on SH 11 Oxley Highway | \$1,597,062 | N/A            | The Council received a Work Order for Heavy Patching valued at \$1,367,804.60, covering 62 patches with a total area of 18,240 m <sup>2</sup> . Heavy patching works commenced in September 2024. The scope of the Heavy Patching Works for flood-damaged areas has been updated, with 9 additional patches selected for repair; all of them are in Milawa area. Council received the new Work Order which includes additional 9 Patches. Following the recent JPA, an additional patch (158 m <sup>2</sup> ) |



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| PROGRAM  | BUDGET                             | EXPEND/COMMIT.                     | COMMENTS   |
|--|------------------------------------|------------------------------------|--|
|  |                                    |                                    | near the railway has been added. All the Patching Works have been completed; only Sealing works are required on 10 patches and are scheduled for completion next week'   |
| *Reseal Works 2024/2025 on SH 11 Oxley Highway | TBA                                | N/A                                | The Work Proposal has been submitted to TfNSW for the Reseal Works on Segment 295 and Segment 300. Total Area of the Reseal Works is 34,060 m2. Reseal Works have been completed already. After the completion of the Line Marking, Payment Claim will be submitted. |
| AGRN 1034 EPA RW RR333 Carinda Road            | \$1,251,499                        | \$957,134                          | Ongoing  |
| AGRN 1034 EPA RW RR347 Collie Trangie Road     | \$290,281                          | \$109,010                          | Ongoing  |
| AGRN 1034 EPA RW RR202 Marthaguy Road          | \$3,344,735                        | \$1,643,925                        | Ongoing  |
| AGRN 1034 EPA RW RR7515 Warren Road            | \$886                              | 0                                  | Not yet started  |
| <b>AGRN 1034 EPA RW Regional Roads</b>         | <b>Total</b><br><b>\$4,887,402</b> | <b>Total</b><br><b>\$2,710,070</b> |  |
| AGRN 1034 EPA RW SR49 Arthur Butler Drive      | \$21,420                           | 0                                  | Not yet started  |
| AGRN 1034 EPA RW SR29 Belah View Road          | \$10,116                           | 0                                  | Not yet started  |
| AGRN 1034 EPA RW SR8 Ben Avon Road             | \$1,862                            | \$5,011                            | Ongoing  |
| AGRN 1034 EPA RW SR9 Booka Road                | \$4,577                            | 0                                  | Not yet started  |
| AGRN 1034 EPA RW SR42 Boss' Lane               | \$30,309                           | 0                                  | Not yet started  |

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**CONTINUED**

| <b>PROGRAM</b>                                  | <b>BUDGET</b> | <b>EXPEND/COMMIT.</b> | <b>COMMENTS</b> |
|---|---------------|-----------------------|-----------------|
| AGRN 1034 EPA RW<br>SR35 Bourbah Road           | \$19,861      | \$194                 | Ongoing         |
| AGRN 1034 EPA RW<br>SR62 Buddabadah Road        | \$50,244      | \$35,043              | Ongoing         |
| AGRN 1034 EPA RW<br>SR68 Bundemar Road          | \$111,272     | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR3 Canonba Road            | \$13,742      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR 33-Castlebar Road        | \$64,070      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR54 Cathundral-Bogan Road  | \$94,421      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR44 Charlieville Road      | \$8,111       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR37 Collie Road            | \$138,231     | \$135,000             | Ongoing         |
| AGRN 1034 EPA RW<br>SR87 Cremorne Road          | \$9,899       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR25 Cullemburrawang Road   | \$3,987       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR60 Dandaloo Road          | \$17,438      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR41 Dick's Camp Lane       | \$6,536       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR26 Drungalear Road        | \$15,962      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR21 Duffity Road           | \$49,752      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR64 Ellengerah Road        | \$176,223     | \$174,501             | Ongoing         |
| AGRN 1034 EPA RW<br>SR86 Ellerslie Road         | \$19,036      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR36 Gibson Way             | \$72,305      | \$53,752              | Ongoing         |
| AGRN 1034 EPA RW<br>SR23 Gradgery Road          | \$15,595      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR79 Greentree Lane         | \$53,605      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR95 Gunningba Road         | \$34,794      | \$23,447              | Ongoing         |
| AGRN 1034 EPA RW<br>SR91 Industrial Access Road | \$94,534      | \$90,000              | Ongoing         |

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| <b>PROGRAM</b>                                      | <b>BUDGET</b> | <b>EXPEND/COMMIT.</b> | <b>COMMENTS</b> |
|---|---------------|-----------------------|-----------------|
| AGRN 1034 EPA RW<br>SR15 Johnsons Road              | \$54,589      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR97 Kianga-Marebone            | \$62,363      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR89 Leeches Creek Road         | \$3,554       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR12 Lemongrove Road            | \$219,839     | \$74,015              | Ongoing         |
| AGRN 1034 EPA RW<br>SR18 Mannix Road                | \$17,072      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR69 Mullengudgery Road         | \$132,974     | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR51 Oakley Road                | \$19,465      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR74 Old Showground Road        | \$3,578       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR65 Old Warren Road            | \$297,616     | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR1 Oxley Road                  | \$73,550      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR75 Pineclump Soldiers<br>Road | \$36,735      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR34 Pleasant View Lane         | \$11,479      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR88 Quigley Carroll Road       | \$31,430      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR6 Retreat Road                | \$15,543      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR83 Rifle Range Road           | \$31,398      | \$30,021              | Ongoing         |
| AGRN 1034 EPA RW<br>SR48 Ringorah Road              | \$69,994      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR28 Rothsay Road               | \$5,447       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR2 Sanctuary Road              | \$11,789      | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR72 Snakes Lane                | \$7,529       | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR56 Tabratong Lane             | \$118,951     | 0                     | Not yet started |
| AGRN 1034 EPA RW<br>SR53 Thornton Road              | \$12,721      | 0                     | Not yet started |

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| PROGRAM   | BUDGET                       | EXPEND/COMMIT.               | COMMENTS  |
|---|------------------------------|------------------------------|---|
| AGRN 1034 EPA RW<br>SR59 Tottenham Road   | \$66,975                     | \$177                        | Ongoing   |
| AGRN 1034 EPA RW<br>SR73 Udora Road   | \$727,128                    | \$478,138                    | Ongoing   |
| AGRN 1034 EPA RW<br>SR66 Wambianna Road   | \$470,947                    | \$307,511                    | Ongoing   |
| AGRN 1034 EPA RW<br>SR77 Wambianna Soldiers<br>Road   | \$50,773                     | 0                            | Not yet started   |
| AGRN 1034 EPA RW<br>SR46 Widgeree Road  | \$38,524                     | \$205                        | Ongoing   |
| AGRN 1034 EPA RW<br>SR52 Windabyne Bridge<br>Road   | \$7,018                      | 0                            | Not yet started   |
| AGRN 1034 EPA RW<br>SR38 Yungundi Road  | \$31,504                     | 0                            | Not yet started   |
| <b>AGRN 1034 EPA RW<br/>Local Roads</b>   | <b>Total<br/>\$3,768,416</b> | <b>Total<br/>\$1,407,021</b> |   |
| Regional Emergency Roads<br>Repair Fund –<br>Industrial Access Road/Old<br>Warren Road intersection | \$515,481                    | \$487,674                    | Heavy patching works have<br>been completed and sealing<br>works have also been<br>finalised. Line marking will<br>be scheduled soon. |

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**MAINTENANCE**

| WORK CREW                         | LOCATION   | ACTIVITY                  | WORK COMPLETED   |
|-----------------------------------|--|---------------------------|------------------|
| Grader Crew 1<br>(Three-man crew) | SR58 Nevertire-Bogan Road                                  | Pavement Reconstruction   | Completed        |
|                                   | RR333 Carinda Road<br>(Towards Zero Road Safety Program)   | Pavement Reconstruction   | On-going         |
| Grader Crew 2<br>(Three-man crew) | SR37 Collie - Dubbo Road                                   | Flood Ways Reconstruction | Completed        |
|                                   | RR202 Marthaguy Road<br>(Towards Zero Road Safety Program) | Pavement Reconstruction   | On-going         |
| Grader Crew 3<br>(Three-man crew) | RR7516 Billybingbone Road                                  | Heavy Maintenance Grading | Completed - 12km |
|                                   | SR9 Booka Road   | Grading                   | Completed - 9km  |
| Grader Crew 4<br>(Three-man-crew) | SR62 Buddabadah Road                                       | Grading                   | Completed        |
| Grader Crew 5<br>(Three-man crew) | Vacant   |                           |                  |

| WORK CREW                   | LOCATION            | ACTIVITY | EMULSION USED | STONE USED |
|-----------------------------|---------------------|----------|---------------|------------|
| Paveliner<br>(Tar Patching) | RR333 Carinda Road  | Patching | 2,600L        | 26T        |
|                             | SR75 Pineclump Road | Patching | 400L          | 4T         |
|                             | SR59 Tottenham Road | Patching | 600L          | 6T         |

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| WORK CREW                 | LOCATION                 | ACTIVITY              |
|---------------------------|--------------------------|-----------------------|
| Roadside Maintenance Team | SH11 Oxley Highway       | Routine Maintenance   |
|                           | SH11 Oxley Highway       | Slashing              |
|                           | RR333 Carinda Road       | Spraying              |
|                           | SR37 Collie - Dubbo Road | Roller and Water cart |

| CREW                                     | LOCATION             | WORK COMPLETED         | EMULSION USED | STONE USED |
|--|----------------------|------------------------|---------------|------------|
| Pavement Maintenance Team (Tar Patching) | SR64 Ellengerah Road | Edges - 132m Completed | 300L          | 3T         |
|  | RR333 Carinda Road   | Patching               | 100L          | 1T         |
|  | RR424 Marra Road     | Patching               | 500L          | 5T         |

| WORK CREW         | LOCATION  | ACTIVITY                   | WORK COMPLETED  |
|-------------------|---|----------------------------|---|
| Rollers Australia | SR64 Ellengerah Road  | Flood Heavy Patching       | Work Completed and Sealed - 7 Patches                           |
| Rollers Australia | SR66 Wambianna Road   | Flood Heavy Patching       | Works underway.   |
| Neill Earthmoving | RR202 Marthaguy Road - Segment 0 and 2 (Chainage 890 to 2,185)                        | Flood Heavy Reconstruction | Earthworks and Seal Completed.<br>Line marking to be Completed. |
| Neill Earthmoving | RR202 Marthaguy Road: start at 170m into Segment 2 to end of Segment 4 - total 3,830m | Flood Heavy Reconstruction | Works underway.   |

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**CONTINUED**

**UPCOMING WORKS (MARCH, APRIL)**

| <b>WORK CREW</b>                  | <b>LOCATION</b>  | <b>ACTIVITY</b>   |
|-----------------------------------|--|---|
| Grader Crew 1<br>(Three-man crew) | RR333 Carinda Road<br>(Towards Zero Road Safety Program)   | March/April - Rehabilitation  |
| Grader Crew 2<br>(Three-man crew) | RR202 Marthaguy Road<br>(Towards Zero Road Safety Program) | March/April - Rehabilitation  |
| Grader Crew 3<br>(Three-man crew) | SR98 Colane Road   | March/April - Flood Damage Repairing                                  |
|                                   | SR4 Sullivans Road   | March/April - Maintenance Grading                                     |
| Grader Crew 4<br>(Three-man crew) | SR22 Gillendoon Road                                       | March/April - Maintenance Grading                                     |
|                                   | US100 Thomas Sullivan Crescent                             | March/April - Maintenance Grading                                     |
|                                   | US92 Silo Row  | March/April - Maintenance Grading                                     |
|                                   | RR202 Marthaguy Road                                       | March/April - Rehabilitation  |
| Grader Crew 5<br>(Three-man crew) | Vacant   |   |
| Roller's Australia                | SR91 Industrial Access Road                                | March/April - Flood Damage Heavy Patching                             |
|                                   | SR68 Bundemar Road   | March/April – Flood Damage Heavy Patching                             |
| Neil Earthmoving                  | RR202 Marthaguy Road                                       | March / April – Flood Damage Heavy Patching / Pavement Reconstruction |

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**CAPITAL WORKS IN PROGRESS**

| Project   | Budget      | Expend/<br>Comm | Resp | Comment   |
|---|-------------|-----------------|------|---|
| Bridges Renewal Program<br>RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge | \$5,010,000 | \$4,431,612     | DMES | <p>*Applications for extension of time have been submitted to TfNSW (acting for BRP) and Restart NSW.</p> <p>Marthaguy Creek Bridge: Structure (Deck, Guardrails, etc.) has been completed. Road Works (approach to the Bridge) need to be done. It will be started after the completion of Newe Bridge Road Approach Works.</p> <p>Both bridge structures have been completed. Approach road works ongoing for Newe Park Bridge. Culvert work being planned.</p> |
| Urban Unsealed Roads Resheeting   | \$15,750    | \$1,012         | RIM  | Ongoing.  |
| Resheeting of SR62 Buddabadah Road (GPR/FAG) - \$430,500 & LRCI - \$170,100.00                            | \$600,600   | \$150,000       | RIM  | <p>After the Road Committee Meeting, 4 additional roads will be considered for the potential re-sheeting works. Roads are in the following:</p> <ul style="list-style-type: none"> <li>○ SR 62-Buddabadah Rd – 2 km</li> <li>○ SR 75 - Pineclump Soldiers Rd – 1 km</li> <li>○ SR 87 - Cremorne Rd– 1 km</li> <li>○ SR 95 - Gunningba Rd – 1 km</li> <li>○ SR 97 - Kianga-Marebone Rd – 1 km</li> </ul>   |



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| <b>Project</b>  | <b>Budget</b> | <b>Expend/<br/>Comm</b>                                      | <b>Resp</b> | <b>Comment</b>   |
|---|---------------|--|-------------|--|
|   |               |  |             | The total budget has been allocated across the five roads. |
| *Collie Bourbah Road Reseal Seg2 (LRCl)                                     | \$83,000.00   | Council is awaiting to receive the Invoice of completed job. | RIM         | Completed.   |
| *Collie Dubbo Road Reseal (R2R)   | \$83,000.00   | Council is awaiting to receive the Invoice of completed job. | RIM         | Completed.   |
| Bundemar Street (Burton-Readford) Reseal (R2R)                              | \$23,000.00   | Nil  | RIM         | Not started yet  |
| SR58 Nevertire-Bogan Road Reseal (Segment 24) (RLRP/RERRF)                  | \$35,000.00   | Nil  | RIM         | Not started yet  |
| SR59 Tottenham Road Reseal (Segment 24 – 1 <sup>st</sup> Half) (RLRP/RERRF) | \$56,000.00   | Nil  | RIM         | Not started yet  |
| *Narromine Street (Clyde-Warren) Reseal (R2R)                               | \$8,000.00    | Council is awaiting to receive the Invoice.                  | RIM         | Completed.   |
| *SR27 Bullagreen Road Reseal Seg 2(R2R)                                     | \$74,000.00   | Council is awaiting to receive the Invoice.                  | RIM         | Completed.   |
| NSW Disaster Ready Fund – Electronic Signage at Reddenville                 | \$77,021.00   | Nil  | DMES        | Grant successful. Funding Deed has been executed.          |

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| <b>Project</b>   | <b>Budget</b>                            | <b>Expend/<br/>Comm</b> | <b>Resp</b> | <b>Comment</b>   |
|--|--|-------------------------|-------------|--|
| Break and Stoney Creek Crossing.   |  |                         |             |  |
| Safer Roads Program – RR333 Carinda Road, Segment 62 to 70; Shoulder Widening. (TZRSP)     | \$3,949,000<br>\$450,000 co-contribution | \$345,619               | DMES/RIM    | Design has been completed.<br>An application for extension of time and use of contingency has been submitted to TfNSW. |
| Safer Roads Program – RR202 Marthaguy Road, Segment 12 to 20; Safety Improvements. (TZRSP) | \$4,290,000<br>\$450,000 co-contribution | \$117,164               | DMES/RIM    | Design has been completed.<br>An application for extension of time and use of contingency has been submitted to TfNSW. |
| Floodplain Management Program (DCCEEW) – Warren Town Flood Study                           | \$226,308                                | Nil                     | DMES        | Tender recommendation to be presented to Council in March 2025.  |

**Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B**

| <b>Project</b>   | <b>Budget</b>   | <b>Expend/<br/>Comm</b> | <b>Resp</b>  | <b>Comment</b>  |
|--|---|-------------------------|--------------|---|
| Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) and Fixing Local Roads Round 4 SR58 Nevertire – Bogan Road, Segment 4,6,8 and 10 Rehabilitation. | \$3,512,560<br>Made up of \$2,813,215 grant & \$699,345 Council | \$2,871,874             | DMES/<br>RIM | Rehabilitation & Seals – 8 km has already been sealed. 4km of Shoulders (segment 10) have been sealed.<br>Line Marking has been completed. Few Pavement Defects have been identified, and Heavy Patching Works will be carried out. Also, Head Walls of 3 Culverts need to be replaced. |

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| <b>Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B</b>   |               |                         |                        |   |
|---|---------------|-------------------------|------------------------|---|
| <b>Project</b>  | <b>Budget</b> | <b>Expend/<br/>Comm</b> | <b>Resp</b>            | <b>Comment</b>  |
| Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) SR83 Rifle Range Road, SH11 Oxley Highway and SR64 Ellengerah Road Intersections Construction | \$176,815     | \$37,096                | DMES/<br>RIM/<br>FRSPM | TfNSW has declined request to upgrade SH11 intersection. Ellengerah Road Intersection to be made safer; and Rifle Range Road approach to SH11 Oxley Highway will be made safer. |

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| <b>Project</b>   | <b>Budget</b>  | <b>Expend/<br/>Comm</b> | <b>Resp</b>  | <b>Comment</b>  |
|--|--|-------------------------|--------------|---|
| <b>Grant Applications</b>  |  |                         |              |   |
| Regional Precincts and Partnership Program – Precinct Delivery – Warren CBD Upgrade Grant Application  | \$13,244,452   | Nil                     | DMES/<br>POA | Unsuccessful notification received. Staff have revised and resubmitted the application. |
| Safer Local Roads and Infrastructure Program / Belaringar Bridge (Weir Offtake) Ellengerah Road Replacement  | \$2,330,000<br>(\$466,000<br>Council<br>Contribution)                  | Nil                     | DMES         | Application resubmitted<br>Pending grant approval                                       |
| Safer Local Roads and Infrastructure Program Safer Local Roads and Infrastructure Program/ Weemabung Bridge Replacement and Warren Road Rehabilitation | \$2,525,000<br>(\$510,000<br>Council<br>Contribution)                  | Nil                     | DMES         | Application resubmitted<br>Pending grant approval                                       |
| Housing Support Program Gunningba Estate Stage 3   | Grant<br>\$8,974,442<br>Council<br>\$171,000                           | Nil                     | DMES         | Pending grant approval  |
| Australian Government Black Spot Program – Wambianna Road Safety Improvements  | Grant<br>\$1,013,000   | Nil                     | DMES         | Pending grant approval  |
| Get NSW Active – Deacon Drive, Warren, Share Path, Gunningba Estate  | Grant<br>Requested<br>\$863,577<br>Council<br>Contribution<br>\$95,953 | Nil                     | RIM          | Pending grant approval  |
| Get NSW Active – Chester St - Boston St, Warren, Share Path  | Grant<br>\$612,080   | Nil                     | RIM          | Pending grant approval  |

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| Project   | Budget  | Expend/<br>Comm | Resp | Comment       |
|---|---|-----------------|------|---------------|
| around Warren Central School                            | Council Contribution<br>\$68,009                        |                 |      |               |
| *Active Transport Fund - Chester St - Boston St, Warren | Grant<br>\$361,251<br>Council Contribution<br>\$361,251 | Nil             | RIM  | Unsuccessful. |
| *Active Transport Fund- Deacon Drive, Warren            | Grant<br>\$507,322<br>Council Contribution<br>\$507,322 | nil             | RIM  | Unsuccessful. |

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**ITEM 2**

**WORKS PROGRESS REPORTS – TOWN SERVICES**

**(C14-7.2)**

**RECOMMENDATION:**

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period from 12<sup>th</sup> February 2025 to 12<sup>th</sup> March 2025.

**ACRONYMS**

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

**TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET**

| Project  | Budget   | Expend/Comm | Resp       | Comment   |
|--|----------|-------------|------------|---|
| <b>General</b>   |          |             |            |   |
| Warren Lawn Cemetery Stage 3.<br>GL: 3330-4120-0100<br>JC: 3330-4120-0010  | \$63,378 | \$27,949    | MHD / TSM  | 10/02/2025<br>Irrigation controller and solar power installed. Hunter Systems to connect irrigation system. |
| *Community Local Infrastructure Recovery Package (CLIRP 2022)<br>Community Assets Program CAP – 070<br>Refurbishment of Tiger Bay Signage.<br>JC: 701-5-14 | \$63,936 | \$63,936    | DMES / TSM | 10/02/2025<br>Signs installed. Repairs to walkways and bird hides completed.                                |

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**WORKS PROGRESS REPORTS – TOWN SERVICES**

**CONTINUED**

| Project   | Budget    | Expend/Comm | Resp | Comment   |
|---|-----------|-------------|------|---|
| Warren Tennis Court<br>Light Poles<br>Refurbishment.<br><br>GL: 3360-4015-0105<br><br>JC: 106-105-5   | \$10,000  | Nil         | TSM  | 10/02/2025<br><br>Poles to be removed, modified,<br>powder coated and reinstalled.  |
| Warren Airport<br>Exclusion Fencing<br><br>Subject to additional<br>50% Grant Funding<br><br>GL: 3420-4320-0120   | \$98,000  | Nil         | TSM  | 7/01/2025<br><br>Grant submitted. Awaiting<br>Determination.  |
| Warren Airport<br>Improvement Works<br><br>Subject to additional<br>50% Grant Funding<br><br>GL: 3420-4320-0110   | \$101,600 | Nil         | TSM  | 7/01/2025<br><br>Grant submitted. Awaiting<br>Determination.  |
| Warren Parks Fencing<br>Replacement<br><br>GL: 3360-4020-0200<br><br>JC:<br><br>Macquarie Park Fence<br>106-104-5.<br><br>Rotary Park Fence<br>106-104-10.<br><br>Rotary Park Signage<br>106-104-15.<br><br>Lions Park Fence<br>106-104-20.<br><br>Lions Park Signage<br>106-104-25<br><br>Carter Oval Sporting<br>Precinct Signage | \$53,000  | \$51,420    | TSM  | <b>*10/02/2025</b><br><br>Fencing materials for Splash Park<br>and Macquarie Park delivered.<br>Wheeler Fencing awarded<br>installation.<br><br>10/03/2025<br><br>Splash Park completed.<br><br>Works commenced at Macquarie<br>Park. |

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| Project  | Budget              | Expend/Comm | Resp        | Comment  |
|--|---------------------|-------------|-------------|--|
| 106-104-30   |                     |             |             |  |
| Warren Showground/Racecourse Drought Proof Irrigation/Fencing Project  | \$391,260<br>Total. |             |             | <p><b>*10/02/2025</b><br/>           Remaining section of exclusion fence to be installed by Wheeler Fencing.<br/>           Access control system for auto gates ordered.</p>   |
| Installation of Exclusion Fencing.                                     | \$247,260<br>Grant. | \$267,631   | IPM/<br>TSM | <p>10/03/2025</p> <p>Exclusion fence installation will be completed by Friday 14/03/2025. Equine fencing has been changed from Caviar to Pharlap. The alignment of the Mounting Yard fence has also been modified to make the installation simpler. All the changes have been endorsed by the Warrern Jockey Club President.</p> |
| Expected additional funding from Warren Jockey Club (WJC) & Racing NSW | \$144,000<br>WJC.   |             |             | <p>Power and control systems for the auto gates have been ordered.</p>   |
| JC: 122-5-10   |                     |             |             |  |
| GL: 3360-4030-0045   |                     |             |             |  |



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(C14-7.2)

| <b>Water Services</b>  |          |             |      |  |
|--|----------|-------------|------|--|
| Project  | Budget   | Expend/Comm | Resp | Comment  |
| Oxley Park River Water Pumping Station:<br>Hatch cover & Handrails.<br><br>GL: 4580-4320-0030<br>JC: 191-3-5   | \$10,000 | \$7,590     | TSM  | <b>*10/02/2025</b><br>New hatch cover and handrails ordered.<br>10/03/2025<br>Being manufactured.  |
| Water Extraction Meter Compliance<br><br>GL: 4580-4320-0003<br>JC: 0190-0010-0000  | \$1,346  | Nil         | TSM  | 2/09/2024<br>Once completed, Information from the IWCM and Water Security Projects will support the need for the Water Access Licence (WAL).                           |
| Upgrade Water Network Telemetry System.<br><br>GL: 4580-4320-0003<br>JC: 0190-0020-0005  | \$60,000 | \$32,288    | TSM  | 24/02/2025<br>Installations are progressing.   |
| Regional Leakage Reduction Program – Local Water Utilities Projects<br><br>GL: 4580-4320-0004<br>JC: 0190-0340-0000<br><br>Pressure 0005<br>Leak 0015<br>Metering 0025 | \$20,619 | \$4,828     | TSM  | 18/11/2024<br>Reid Environmental has been engaged by DPIE to review the pressure and flow data we collect and make recommendations on areas of potential improvements. |
| *Replacement of Motor Control Centre (MCC) at Ellengerah River Water Pumping Station.<br><br>GL: 4580-4320-0001.<br>JC: 191-1-75.                                      | \$75,000 | \$68,750    | TSM  | <b>*10/02/2025</b><br>New MCC installed.   |

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|   |               |                    |             |   |
|---|---------------|--------------------|-------------|---|
| Water Valve Replacement Program<br>GL: 4580-4320-0055   | \$100,000     | \$15,795           | TSM         | 7/01/2025<br>Ongoing.   |
| <b>Sewerage Services</b>  |               |                    |             |   |
| <b>Project</b>  | <b>Budget</b> | <b>Expend/Comm</b> | <b>Resp</b> | <b>Comment</b>  |
| CCTV and Smoke Testing of Sewer at Warren and Nevertire<br>GL: 5580-4320-0002 JC: 230-0000-0005 | \$400,000     | \$316,443          | TSM         | 7/01/2025<br>PlumbWorx commenced works mid-January 2025.  |
| Upgrade Sewerage Network Telemetry System<br>GL: 5580-4320-4000<br>JC: 0226-0010-0005           | \$80,000      | \$22,633           | TSM         | 7/01/2025<br>Installation is progressing  |
| Warren Sewerage Treatment Plant Replacement<br>GL: 5580-4320-0001                               | \$92,000      | Nil                | TSM         | Rehabilitation Program for Old Sewerage Treatment Plant and bore installation being formulated.<br><br>17/10/23<br>Rehabilitation works on hold until additional evaporation lagoon is constructed. |
| Lifting Gantry Tiger Bay Sewer Pump Station<br>GL: 5580-4320-4000<br>JC: 201-90-45              | \$27,478      | \$4,545            | TSM         | <b>*10/02/2025</b><br>Gantry installation to be completed early March 2025.<br><br>10/03/2025<br>Galvanising has delayed the installation of the gantry. Expected installation by end of March 2025 |

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| Project  | Budget    | Expend/Comm  | Resp | Comment  |
|--|-----------|--------------|------|--|
| Thornton Avenue Sewer Pump Station Refurbishment<br><br>GL: 5580-4320-4030<br>JC: 201-90-10            | \$107,000 | Nil          | TSM  | <p><b>*18/11/2024</b></p> <p>Commenced discussions with alternate contractor for the works to be carried out.</p> <p>10/03/2025</p> <p>Developing a revised scope of works and will invite new quotes for the works.</p>   |
| Sewer Pump Stations Safety Improvements<br><br>GL: 5580-4320-4000<br>JC: 201-90-0000                   | \$99,750  | Nil          | TSM  | <p>Work being scoped.</p>  |
| Construction of Additional Evaporation Lagoon at Tiger Bay STP.<br><br>GL: 5580-4320-4040 JC: 227-30-5 | \$540,000 | \$446,520.88 | TSM  | <p><b>*10/02/2025</b></p> <p>Contractor has commenced site set up. Will kick off works Monday 17<sup>th</sup> February.</p> <p>10/03/2025</p> <p>Transfer structure between lagoon 2 and 3 has been constructed. Major earth works commenced. Works expected to be completed mid-April 2025.</p> |

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| Project  | Budget                                | Expend/Comm                           | Resp         |
|--|---------------------------------------|---------------------------------------|--------------|
| <b>Levee Restoration</b>   |                                       |                                       |              |
| Warren Levee Rehabilitation<br>JC:<br>3300-4400-0000 Federal;<br>3300-4410-0000 State<br>3300-4420-0000 OLG AGRN:                | \$4,430,118<br>\$736,438<br>\$736,697 | \$1,208,659<br>\$184,295<br>\$593,208 | DMES/TSM/IPM |
| <b><u>Comments</u></b>   |                                       |                                       |              |
| <b>*10/02/2025</b>   |                                       |                                       |              |
| Tender for the portable Diesel Pumps will be reviewed by Council on 27 <sup>th</sup> February 2025.                              |                                       |                                       |              |
| <b>10/03/2025</b>  |                                       |                                       |              |
| Tender for the diesel pumps was awarded to BAR Group Pty. Ltd. Final layout drawings being developed.                            |                                       |                                       |              |
| The 3, 100kVA generators have been delivered. The 2, 60kVA and 1, 250kVA generators are expected to be delivered mid-April 2025. |                                       |                                       |              |
| Manufacturing delays have resulted in the delivery date for the new flood gates to be pushed out to mid to late May 2025.        |                                       |                                       |              |

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| Local Roads and Community Infrastructure Grant Programs for Phase 4      |  |             |      |   |
|--|--|-------------|------|---|
| Project  | Budget   | Expend      | Resp | Comment   |
| Warren CCTV System<br>GL: 3360-4040-0005<br>JC: 3350-9-10                | \$57,334   | \$59,950    | TSM  | <p><b>*10/02/2025</b><br/>Negotiating with alternate supplier to complete the project. Completion date not known at this time.</p> <p>10/03/2025<br/>Meeting with the prospective new contractor, to finalise installation and commissioning of the CCTV cameras.</p> |
| IWCM & Water Security Projects   |  |             |      |   |
| Project  | Budget   | Expend      | Resp | Comment   |
| Integrated Water Cycle Management (IWCM) Strategy Project<br>JC: 191-6-0 | \$339,470<br>Council contribution is \$33,947    | \$363,636   | TSM  | <p>10/02/2025<br/>Project is progressing. Collating data for Public Works Advisory.</p>   |
| Warren Shire Water Security Project<br>JC:191-4-0                        | \$1,127,700<br>Council contribution is \$112,770 | \$1,025,182 | TSM  | <p><b>*7/01/2025</b><br/>Works progressing.</p> <p><b>*10/02/2025</b><br/>Funding Deed signed. Milestone 1 payment received.</p> <p>Project is progressing. Project is being delivered in conjunction with the IWCM project.</p>                                      |

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| Activity   | Required Interval            | Details  |   |
|--|------------------------------|--|---|
| <b>Water System Planned Maintenance</b>  |                              |  |   |
| River mains flushing   | As required                  | Flushing occurs three monthly when hydrants are flushed.<br>Additionally, river water mains are flushed when problems such as poor pressure/flow are identified. |   |
| Water main flushing (Bore)   | As required                  | Sections are done where and when found necessary.  |   |
| Fire hydrants.<br>Covers checked, painted, flushed, and replaced where necessary, Blue reflective indicators and signs installed | Quarterly                    | Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW.  |   |
| Bore Inspections   | 5 Year Rolling Program       | Next inspections due 2028  |   |
| Warren, Nevertire and Collie water chlorine, turbidity, temperature, and pH testing  | Weekly at specific locations | Testing carried out daily at Warren and Nevertire.   |   |
| Warren river pumps   |                              | Ellengerah Rd<br>Oxley Park<br>Macquarie Park<br>Racecourse  | Breakdown maintenance only.   |
| Reservoir cleaning   | 3 to 5 years                 | Ellengerah and Nevertire Bore Reservoirs   | Next Diver inspection December 2025.<br>30/09/2024<br>Ellengerah inspected & hosed out September 2024 during valve replacement. |
|  |                              | River Water Reservoirs   | Investigate using Remotely Operated Vehicle (ROV) to inspect in 2025.   |

| <b>Sewerage System Planned Maintenance</b> |   |   |  |
|--|---|---|--|
| Warren Sewerage Treatment Works            | Currently effluent analysis is carried out monthly. | 10/02/2025<br>Negotiations with EPA regarding new licence and possible reuse will commence in mid-2025.<br><br>Sever cracking was discovered in the inlet channel. Barnson Engineering have been engaged to develop a repair methodology. |  |

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| Water and Sewerage Works Subject to Funding  |   |                               |
|--|---|-------------------------------|
| Location   | Work Under Development  |                               |
| <b>Collie Water Supply</b><br>(Reliability, Quality and Chlorination)                | Relocation of the two, large Pioneer tanks to a new site located West of the Village. Construct a 10m high tank stand to support one or two, 25,000 litre water tanks at the Pioneer tank location. Installation of small package Water Treatment Plant and new gaseous chlorination equipment to return water supply to potable status. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the old, elevated tanks. |                               |
| <b>Water and Sewer – Routine Works Budget vs Expenditure as of 12th March 2025</b>   |   |                               |
| Account  | Budget  | Expenditure, Inc. Commitments |
| Water Fund Maintenance and Repair  | <b>\$655,884</b>  | <b>\$409,534 (78%)</b>        |
| GL's: 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003              |   |                               |
| Sewer Fund Maintenance and Repair  | <b>\$334,255</b>  | <b>\$193,572 (58%)</b>        |
| GL's: 5200-0003, 5250-0003, 5280-0003 & 5300-0003.                                   |   |                               |
| <b>Parks and Gardens – Routine Works Budget Vs Expenditure as of 12th March 2025</b> |   |                               |
| Account  | Budget  | Expenditure, Inc. Commitments |
| Parks, Gardens, Cemeteries, Racecourse & Levee                                       | <b>\$1,038,599</b>  | <b>\$769,290 (74%)</b>        |
| GL's: 0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003   |   |                               |
| <b>Aerodrome – Routine Works Budget vs Expenditure as of 12th March 2025</b>         |   |                               |
| Account  | Budget  | Expenditure, Inc. Commitments |
| Aerodrome Operations   | <b>\$179,479</b>  | <b>\$124,626 (69%)</b>        |
| GL: 2555-0003<br>JC: 2549-0-0  |   |                               |
| <b>Town Services Routine Budget Position Year to Date</b>                            | <b>72%</b>  |                               |

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**Water and Sewer Works**

- Hydrant flushing Warren/Nevertire.
- 9 Pittman Pde – Repair meters.
- 50 Bundemar St – Repair meters.
- 26 Zora St – Repair meters.
- 1 Wilson St – Service damage (NBN Contractor).
- 76 Chester St – Sewer choke (private side).
- 114 Thornton Ave – River pressure issue.
- 25 Burton St – Repair meters.
- 8 Myra St – Bore service repair.
- Oates Ave – Repair hydrant.
- 104 Thornton Ave – River service leak.
- 42 Bundemar St – Repair meters.
- 20 Oxley – River pressure issue.
- Showground – Water leaks.
- 28 Gillendoon St – Sewer inspection (Not Council).
- 202 Dubbo St – River service repair.
- 37 Garden Ave – Repair meters.
- 152 Dubbo St – Repair meters.
- 1 Oxley Pde – River pressure check.
- Showground – Three leaks.
- 5 Chester St – Repair meters.
- 28 Garden Ave – Repair meters.
- 1 Wilson St – Repair meters.
- 23 Readford St – Repair meters.
- 14 Zora St – Repair meters.
- 28 Gillendoon St – Repair meters.
- CNR Readford/Zora St – River main leak.
- 14 Dubbo St – Repair meters.
- 17 Bundemar St – Repair meters.
- Leak check at Nevertire.
- 30 Trangie St, Nevertire – Repair meters.
- 9 Orchard St – Repair meters.
- 199 Dubbo St – Sewer inspection (Not Council).
- 167 Dubbo St – Service leak (Not Council).
- Hydrant flushing at Warren/Nevertire (ongoing).
- Attend TAFE (plumbing training) in Orange.
- Assist with storm cleanup at Nevertire.
- 37 Gillendoon St – low river pressure.
- 15 Readford St – river main leak.
- 60 Bundemar St – river main leak.
- Showground water leaks (3).
- Oxley Park irrigation leak.
- Sale yard river main leak.
- 2-14 Arthur Butler Dr – main leak (2).
- 23 Bundemar St – meter repair.
- 204 Dubbo St – meter repair.
- 9 Readford St – bore service repair.
- 8 Stubbs Ave – meter repair.
- 16 Orchard St – meter repair.
- 3 Garden Ave – sewer choke.
- Banks St – hydrant cleanup.



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As of 11 March 2025

| Warren Sewerage Treatment Works inflow |                      | Sewerage Year – 1st June 2024 to 31st May 2025 |                   |                             |
|--|----------------------|--|-------------------|-----------------------------|
| Month                                  | Peak Daily Flow (KL) | Average Daily Flow (KL)                        | Monthly Flow (ML) | Cumulative Annual Flow (ML) |
| June 2024                              | 486                  | 362  | 10.85             | 10.85                       |
| July 2024                              | 463                  | 354  | 10.96             | 21.81                       |
| August 2024                            | 682                  | 346  | 10.73             | 32.54                       |
| September                              | 480                  | 337  | 9.79              | 42.33                       |
| October                                | 492                  | 345  | 10.71             | 53.04                       |
| November                               | 1730*                | 363  | 10.88             | 63.92                       |
| December                               | 1400*                | 447  | 13.86             | 77.78                       |
| January                                | 1094**               | 412  | 9.06              | 86.84                       |
| February                               | 770                  | 399  | 11.17             | 101.50                      |
| March                                  | 640                  | 428  | 2.99              | 104.49                      |

\*Due to wet weather

\*\* Pump Failure

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### Bulk Water Reading per Quarter

| Water Source                          | FIRST<br>QUARTER<br>READING<br>1/07/24-<br>31/09/24 | BULK<br>USAGE<br>TO<br>DATE<br>(ML) | SECOND<br>QUARTER<br>READING<br>1/10/24 -<br>31/12/24 | BULK<br>USAGE<br>TO<br>DATE<br>(ML) | THIRD<br>QUARTER<br>READING<br>1/01/25-<br>31/03/25 | BULK<br>USAGE<br>TO<br>DATE<br>(ML) | FOURTH<br>QUARTER<br>READING<br>1/04/25 -<br>30/06/25 | BULK<br>USAGE<br>TO<br>DATE<br>(ML) | % OF<br>ANNUAL<br>ALLOCATION | <b>Max.<br/>Allocation<br/>(ML)</b> |
|---------------------------------------|---|-------------------------------------|---|-------------------------------------|---|-------------------------------------|---|-------------------------------------|------------------------------|-------------------------------------|
| <b>Warren Bores</b>                   |   |                                     |   |                                     |   |                                     |   |                                     |                              |                                     |
| Bore 1 (Bore Flat) Lic. 80AL703155    | 49.13   | 49.13                               | 59.68   | 108.81                              | 58.33   | 167.15                              | 0.00  | 167.15                              |                              |                                     |
| Bore 2 (Ellengerah) Unlicensed        | 9.48  | 9.48                                | 1.48  | 10.96                               | 0.00  | 10.96                               | 0.00  | 10.96                               |                              |                                     |
|                                       | <b>58.61</b>  | <b>58.61</b>                        | <b>61.16</b>  | <b>119.77</b>                       | <b>58.33</b>  | <b>178.11</b>                       | <b>0.00</b>   | <b>178.11</b>                       | <b>25.44%</b>                | 700                                 |
| <b>Warren River</b>                   |   |                                     |   |                                     |   |                                     |   |                                     |                              |                                     |
| Oxley Park Lic. 80AL700017            | 1.70  | 1.70                                | 2.47  | 4.18                                | 12.25   | 16.43                               | 0.00  | 16.43                               |                              |                                     |
| Ellengerah Rd Lic. 80AL700017         | 23.29   | 23.29                               | 42.22   | 65.51                               | 49.01   | 114.52                              | 0.00  | 114.52                              |                              |                                     |
|                                       | <b>24.99</b>  | <b>24.99</b>                        | <b>44.69</b>  | <b>69.68</b>                        | <b>61.27</b>  | <b>130.95</b>                       | <b>0.00</b>   | <b>130.95</b>                       | <b>17.46%</b>                | 750                                 |
| <b>Showground (Racetrack)</b>         |   |                                     |   |                                     |   |                                     |   |                                     |                              |                                     |
| Lic. 80AL700645                       | <b>0.00</b>   | <b>0.00</b>                         | <b>19.34</b>  | <b>19.34</b>                        | <b>35.80</b>  | <b>55.14</b>                        | <b>0.00</b>   | <b>55.14</b>                        | <b>29.33%</b>                | 188                                 |
| <b>Nevertire Bore Lic. 80AL703158</b> |   |                                     |   |                                     |   |                                     |   |                                     |                              |                                     |
|                                       | <b>4.77</b>   | <b>4.77</b>                         | <b>10.73</b>  | <b>15.50</b>                        | <b>8.57</b>   | <b>24.07</b>                        | <b>0.00</b>   | <b>24.07</b>                        | <b>60.18%</b>                | 40                                  |
| <b>Collie Bore Lic. 80CA724011</b>    |   |                                     |   |                                     |   |                                     |   |                                     |                              |                                     |
|                                       | <b>0.99</b>   | <b>0.99</b>                         | <b>1.20</b>   | <b>2.19</b>                         | <b>1.29</b>   | <b>3.48</b>                         | <b>0.00</b>   | <b>3.48</b>                         | <b>13.92%</b>                | 25                                  |
| <b>Macquarie Park 80AL700996</b>      |   |                                     |   |                                     |   |                                     |   |                                     |                              |                                     |
|                                       | <b>0.00</b>   | <b>0.00</b>                         | <b>0.00</b>   | <b>0.00</b>                         | <b>0.00</b>   | <b>0.00</b>                         | <b>0.00</b>   | <b>0.00</b>                         | <b>0.00%</b>                 | 14.2                                |

\*Rainfall for March: .7 mm

\*Rainfall to date: 41.1 mm

\*Burrendong Dam Level: 53%

\*As of 11/3/2025

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

**Parks and Gardens Works**

- Skate/Splash Park – mow/snip
- Boston St Levee – mow/snip
- Town Approaches – mowing
- Library – mow/snip
- Stubbs Levee – mow/snip
- Bore Flat – mow/snip
- Woolnough Levee – mow/snip
- Ravenswood Park – mow/snip
- Event Preparation – Nevertire
- Inspect Irrigation Systems
- CBD Area – tidy-up, weeding, pruning, and spraying
- Victoria Oval – Cricket pitch preparation, mow/snip/line marking
- Carter Oval – Cricket pitch preparation
- Lions Park – mow/snip
- Lawn Cemetery – mow/snip
- Shire Chambers – mow/snip
- Bob Christensen Reserve – mow/snip
- Orchard St Park – mow/snip
- Ebert Park – mow/snip
- Oxley Park – mow/snip
- Rotary Park – mow/snip
- Saunders Park – mow/snip
- Far West Academy – mow/snip
- Warren Medical Centre – mow/snip
- Warren Median Strips – mow/snip
- Repair Irrigation Systems Around Warren – ongoing (very hot weather)
- Assist with Storm Cleanup – Nevertire
- Clean-Up After Races
- Cleaned Up Mess at Splash Park
- Macquarie Park – mow/snip
- Macquarie Drive – mow/snip
- Tiger Bay Pump Station – mow/snip
- Slash Around Collie Village

Softfall areas at Macquarie and Ravenswood Parks are inspected and blown down daily.

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

The following locations are mown, whipper-snipped, and weeded as needed in the period from 12<sup>th</sup> February 2025 to 12<sup>th</sup> March 2025:

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

**WARREN SHIRE COUNCIL**  
Report of the Divisional Manager Engineering Services  
to the Ordinary Meeting of Council to be held in the  
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**ITEM 2**

**WORKS PROGRESS REPORTS – TOWN SERVICES**

**CONTINUED**

**Town Crew**

- Weed Spraying – around Warren
- Grave Duties – as required
- Remove Rubbish – from Shire Depot
- Assist Parks & Gardens – with weekly roster
- Clean Up – Bundemar St for reseal
- Trim Trees – in Deacon Dr
- Clean Grates – around Warren
- Pick Up Limbs – around Warren
- Poison Trees – on/in levee bank (ongoing)
- Assist in cleanup from storm at Nevertire.

**WARREN SHIRE COUNCIL**  
**Report of the Divisional Manager Engineering Services**  
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**ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES**  
**Non-Roads November/ December 2021 Flood and Storm Damage Works**

**CONTINUED**

| Description   | Expenditure/ Committed   |
|---|--|
| <p>Non-Roads November/ December 2021 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works.</p> <p><b>(Application for reimbursement submitted 8/03/2022)</b></p> | <p>\$173,456.91</p> <p>Note: \$37,163 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution.</p> <p>9/05/24</p> <p>Currently only \$73,012.03 has been approved for payment by SES/RA.</p> <p>GM met with the Minister for Emergency Services on 9<sup>th</sup> May 2024 to obtain a commitment and support for full reimbursement of both AGRN987 and AGR1034 emergency levee operational costs.</p> <p>Mayor &amp; GM met with NSW Treasurer on 9 August 2024. Working with Member for Barwon to obtain funding.</p> |
| <p>0700-0050-0500, 0700-0050-0510, 0700-0050-0520, 0700-0050-0530, 0700-0050-0540</p>   |  |

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

| Description   | Expenditure/ Committed   |
|---|--|
| <p>Non-Roads July, August, September, October, November and December 2022 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works.</p> <p><b>(Application for reimbursement submitted 28/2/2023).</b></p> | <p>\$757,745.33</p> <p>Note: \$37,163 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution.</p> <p>9/05/24</p> <p>Currently only \$169,827.86 has been approved for payment by SES/RA.</p> <p>GM met with the Minister for Emergency Services on 9<sup>th</sup> May 2024 to obtain a commitment and support for full reimbursement of both AGRN987 and AGR1034 emergency levee operational costs. Mayor &amp; GM met with NSW Treasurer on 9 August 2024. Working with Member for Barwon to obtain funding.</p> |
| <p>0700-0055-0500, 0700-0055-0510, 0700-0055-0520, 0700-0055-0530, 0700-0055-0540</p>   |  |

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
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ITEM 3

WORKS PROGRESS REPORT – PLANT

(P2-3)

**RECOMMENDATION**

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period from 12<sup>th</sup> February 2025 to 12<sup>th</sup> March 2025.

| Plant Number                                       | Description               | Repairs   | Plant Down Time | Repair Time |
|--|---------------------------|---|-----------------|-------------|
| <b>Plant Repairs to 12<sup>th</sup> March 2025</b> |                           |   |                 |             |
| P14  | CAT 432F Backhoe          | Check function of door lock RHS, lubricate mechanism and test operation. All seems OK now. Locked 10 times in succession.   | 2hrs            | 2hrs        |
| P8   | CAT 432F Backhoe          | Remove and replace front LHS tyre, x2 rims taken to Tyeright Warren for new tyre fitment.   | 2hrs            | 2hrs        |
| P2141  | Superior Slasher 6 Foot   | Operator reports vibration felt through slasher. Inspection shows a bent drive shaft from lifting slasher too high. Remove and replace driveshaft, remove and replace x2 blades and bolts as well. Test drive; all OK now.  | 4hrs            | 4hrs        |
| P1063  | Isuzu Tender Truck        | Operator reports vehicle overheating, inspection reveals leaking radiator with very little water (Stanley knife lodged between plastic fan shroud and radiator). Remove and replace radiator and pressure cap, new coolant installed. Test drive machine; all OK now. | 2 days          | 8hrs        |
| P2801  | Toro 4000D Grounds Master | Remove and replace engine air filters, clean radiator and check coolant level and function.   | 2hrs            | 2hrs        |
| P1041  | Isuzu Rigid Water Truck   | Operator reports A/C not working well, evaporator, radiator, and condenser blocked with debris. Clean out affected areas, test system, All OK now.  | 4hrs            | 4hrs        |
| P3618  | Single Cab Ute            | Taillights failed and ABS warnings displayed on screen, RHS rear taillight socket rusted. Clean sockets out and fit new bulbs, test system, all OK now.   | 2hrs            | 2hrs        |

**WARREN SHIRE COUNCIL**  
 Report of the Divisional Manager Engineering Services  
 to the Ordinary Meeting of Council to be held in the  
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**ITEM 3                      WORKS PROGRESS REPORTS – PLANT                      CONTINUED**

| <b>Plant Number</b> | <b>Description</b>          | <b>Repairs</b>   | <b>Plant Down Time</b>    | <b>Repair Time</b> |
|---------------------|-----------------------------|--|---------------------------|--------------------|
| P2121               | John Deere 6140M Tractor    | Call out to flat tyre, 40km away on Oxley Highway. Tyre pumped up to allow time for replacement wheel to be organised. Replacement tyre fitted; flat tyre taken to Tyreright for repairs.  | 2hrs                      | 2hrs               |
| P1042               | Isuzu Rigid Water Truck     | Remove and replace bearings and seals on rear RHS of machine axle 2, signs of diff oil leaking from hub. New brake pads fitted also; rear diff No2 axle oil changed.   | 3 days                    | 10hrs              |
| P2143               | Superior Slasher 8 Foot     | Three blades changed, welding and cutting required to remove old blades. Test function, all seems OK.  | 1hr                       | 1hr                |
| P1767               | Stihl Pole Saw              | Oil tank damaged, remove and replace oil tank, test operation.   | 4 days (waiting on parts) | 2hrs               |
| P3603               | Toyota Hilux Twin Cab       | Pre-sale repairs and removals (stickers, driving lights, cleanout, etc.).  | 4hrs                      | -                  |
| P3626               | New Hilux Twin Cab          | Paperwork, stickers, rego for commissioning of new Ute for handover.   | 4hrs                      | -                  |
| P2251               | Bartco Sign Board           | Structural repairs made, electronic repairs diagnosed, parts on order to complete, LED boards unavailable, ETA unsure.   | 6hrs                      | -                  |
| P2182 & P2183       | A1 Roadlines Traffic Lights | New traffic light set arrived, paperwork, rego done. Stickers still to be done.  | 2hrs                      | -                  |
| P1047               | Isuzu Street Sweeper        | Water fittings made to replace lost ones for tank filling.   | 1hr                       | -                  |
| P1089               | Toro Ride-On Mower          | Service completed, general check over all OK, bearings greased, air filter lid repaired.   | 8hrs                      | 8hrs               |
| P2083               | CAT CW34 Roller             | Operator reports 2 flat tyres on rear. Valve extension to RHS inner rear wheel failed, allowing wheels to go flat. Wheel isolated and excluded from tyre system until parts arrived. Two (2) new tyres fitted to rear LH and RHS inner wheels. 1,000hr service done on machine, general check over; all OK. Greased and checked all tyre pressures individually. | 6hrs                      | 8.5hrs             |

# WARREN SHIRE COUNCIL

## Report of the Divisional Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Community Room on Thursday 27th March 2025

**ITEM 3                                  WORKS PROGRESS REPORTS – PLANT                                  CONTINUED**

| Plant Number | Description              | Repairs  | Plant Down Time | Repair Time |
|--------------|--------------------------|--|-----------------|-------------|
| P104         | Toyota Forklift          | Sold at Pickles Auctions, picked up by TransForce  |                 | 1 hr        |
| P2381        | Sterling Truck           | Prime fuel, replace hydraulic tank, fit new air fittings to stop leaks, fit new jaws to turntable. Fit reconditioned gearbox and new clutch. | 1 week          | 6 days      |
| P2021        | Kobelco Excavator        | Remove, repair, and replace hydraulic hose to quick hitch  | 2 hrs           | 2 hrs       |
| P2121        | John Deere 6140M Tractor | Diagnose and repair transmission code, wheel speed sensor issue  |                 | 7 hrs       |
| P10          | Hamm Pad Foot Roller     | Diagnose and repair failed fan hub   | 2 days          | 7 hrs       |
| P107         | Isuzu Large Tipper       | Diagnose air leak noise in transmission as reported by operator  |                 | 1 hr        |
| P109         | 10,000L Water Tank       | Service GX 200 Honda motor   | 1 hr            | 1 hr        |
| P144         | A1 Traffic Lights        | Diagnose and repair communication error, replace aerials, test – all OK now  | 8 hrs           | 8 hrs       |
| P148         | A1 Traffic Lights        | Diagnose and repair communication error, replace aerials, test – all OK now  | 8 hrs           | 8 hrs       |
| P3603        | Toyota Hilux             | Remove steel tray and deliver to Macquarie Toyota, assemble and fit new galvanized tray  |                 | 10 hrs      |
| P2000        | Cat Grader               | 3,000-hour service by Westrac, fit fire extinguisher to side of machine (workshop)   | 6 hrs           | 6 hrs       |
| P2251        | VMS Sign Board           | Repair damage from rollover. Due to the storm in Nevertire, still working on display issue.  |                 | 6 hrs       |
| P240         | Toyota Kluger            | 170,000 km service completed   | 2 hrs           | 2 hrs       |
| P3601        | Toyota Hilux             | Rego check completed   | 1 hr            | 1 hr        |
| P1042        | Isuzu Water Truck        | Diagnose and order parts – RHS rear wheel leaking diff oil   | 1 hr            | 1 hr        |
| P96          | Box Trailer              | Taillight repairs, new number plate light fitted   |                 | 2 hrs       |



**WARREN SHIRE COUNCIL**  
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**ITEM 3                      WORKS PROGRESS REPORTS – PLANT                      CONTINUED**

| <b>Plant Number</b> | <b>Description</b>       | <b>Repairs</b>  | <b>Plant Down Time</b> | <b>Repair Time</b> |
|---------------------|--------------------------|---|------------------------|--------------------|
| P2382               | Mack Truck               | Rego check done, replace rear RH clearance light, HVIS check completed – all OK | 2 hrs                  | 2 hrs              |
| P2123               | John Deere 5093E Tractor | Diagnose and repair 4-in-1 bucket operation                                     | 8 hrs                  | 8 hrs              |

**ACRONYMS**

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

**WARREN SHIRE COUNCIL**  
 Report of the Manager Health & Development Services  
 to the Ordinary Meeting of Council to be held in the  
 Council Community Room on Thursday 27<sup>th</sup> March 2025

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**ITEM 1 DEVELOPMENT APPLICATION APPROVALS**

**(B4-9)**

**RECOMMENDATION:**

That the information be received and noted.

**PURPOSE**

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

**BACKGROUND**

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

**REPORT**

Development Applications that have been received for approval for February 2025.

| FILE      | LOCATION   | WORKS  | RECEIVED  | APPROVED  |
|-----------|--|--|---|-----------|
| P16-24.16 | 3 Coonamble Rd<br>WARREN NSW<br>Lot 169 DP720328 | The Construction of<br>six, one-bedroom<br>units | 18/11/2024<br>9 weeks stop<br>the clock<br>18/11/2024<br>to 21/1/2025 | 26/2/2025 |
| P16-24.20 | 10 Burton St<br>WARREN NSW<br>Lot 15 DP668637    | Erection of consulting<br>Rooms                  | 20/12/2024<br>5 weeks stop<br>the clock<br>21/1/2025 to<br>20/2/2025  | 28/2/2025 |
| P16-25.02 | 3576 Ellengerah Rd<br>WARREN NSW<br>Lot          | Erection of New<br>House                         | 4/2/2025  | 25/2/2025 |

**LEGAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

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

**STAKEHOLDER CONSULTATION OPTIONS**

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

**CONCLUSION**

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

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

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

**SUPPORTING INFORMATION/ ATTACHMENT**

Nil

**WARREN SHIRE COUNCIL**  
**Report of the Manager Health & Development Services**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Community Room on Thursday 27<sup>th</sup> March 2025**

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

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

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

**Budget and Works from 12<sup>th</sup> February 2025 to 12<sup>th</sup> March 2025**

| 2020 Projects  | Budget | Expend.<br>/Comm | Resp | Comment  |
|--|--------|------------------|------|--|
| Construction of two (2) x<br>Council dwellings.<br><br>21 Deacon Drive and<br>8 Deacon Drive.<br>300-65-10 | 56,145 | 227,102.26       | MHD  | Completed July 2020.<br><br>New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021.<br><br>Formal complaint lodged with Department of Fair-Trading 4th March 2021. Additional information provided 11th March 2021. A further report provided to Council in August 2021.<br><br>Rectification order issued. Expired 26/10/2021 Builder expected at the end of November to complete requested maintenance and repair works which has not progressed.<br><br>Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project.<br><br>Council resolved that: Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court. Mediation undertaken on 30 <sup>th</sup> April 2024. Further reporting undertaken to the May 2024 Council Meeting. |

# WARREN SHIRE COUNCIL

Report of the Manager Health & Development Services  
to the Ordinary Meeting of Council to be held in the  
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**ITEM 2**

**WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES**

**CONTINUED**

| 2020 Projects   | Budget  | Expend.<br>/Comm | Resp     | Comment  |
|---|---------|------------------|----------|--|
|   |         |                  |          | Matter set down for the District Court for 4 <sup>th</sup> - 8 <sup>th</sup> November 2024. Adjourned new date yet to be determined. Update given at the October 2024 Council Meeting.   |
| 2021 Projects   | Budget  | Expend.<br>/Comm | Resp     | Comment  |
| Construction of the Waste Transfer Station at Ewenmar Waste Depot.<br>3300-4321-000   | 367,913 | 364,274          | MHD/TSM  | *Nearing completion and use.<br>*Bin lifter and new balustrading at delivery area complete.<br>*Modifications made to truck, complete.<br>*Guide rail at parking bay of truck, complete.<br>Mailbox drop will be completed once facility is ready to be completely opened to the public. |
| 2023 Projects   | Budget  | Expend.<br>/Comm | Resp     | Comment  |
| Ewenmar Waste Depot Road repairs.   | 20,000  | Nil              | MHD/DMES | AGRN 1034 Flood event. 306 claim complete for \$220,500. Ongoing, waiting on approval.<br>Claim resubmitted to Public Works. Photos submitted as requested. Claim certified by Council Engineer November 2024. Waiting on approval.  |
| Warren Support Services (Targeted Early Intervention)                                 |         |                  |          |  |
|   | Budget  | Expend.<br>/Comm | Resp     | Comment  |
| 2.41 Warren performing Arts and Language Place Inc Warraan Widji Arts Dance and Grow. | 5,000   | Nil              | MHD      | 14/2/2024 - 1/6/2025   |

# WARREN SHIRE COUNCIL

## Report of the Manager Health & Development Services to the Ordinary Meeting of Council to be held in the Council Community Room on Thursday 27<sup>th</sup> March 2025

**ITEM 2**

**WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES**

**CONTINUED**

| <b>Warren Support Services (Targeted Early Intervention)</b>   |               |                          |             |  |
|--|---------------|--------------------------|-------------|--|
|  | <b>Budget</b> | <b>Expend.<br/>/Comm</b> | <b>Resp</b> | <b>Comment</b>   |
| Warren Youth Group - Psychology service.   | 5,000         | Nil                      | MHD         | 1 <sup>st</sup> April 2025   |
| 2.58 Junior Soccer   | 5,000         | Nil                      | GM          | 2025 Soccer season   |
| 2.59 Warren P&A Entertainment for Children.  | 5,000         | Nil                      | MHD         | 14 <sup>th</sup> June 2025   |
| 2.60 Warren P&A Experience Education and Fun Sites.  | 5,000         | Nil                      | MHD         | 14 <sup>th</sup> June 2025   |
| 2.61 Warren Performing Arts and Language Place Inc (Warraan Widji Arts) Youth Rap/Pop/Country Music Ensemble | 5,000         | Nil                      | MHD         | 25 <sup>th</sup> June 2025 to 23 <sup>rd</sup> April 2025  |
| 2.62 Warren Chamber of Music Festival 2025   | 5,000         | Nil                      | MHD         | 29-30 <sup>th</sup> April 2025   |
| 2.63 Warren MPS – Dolly Parton Imagination Library   | 5,000         | Nil                      | MHD         | 6 <sup>th</sup> March 2025 – 6 <sup>th</sup> March 2026  |
| <b>Town Planning</b>   |               |                          |             |  |
| LEP Review.  | 45,000        | 36,998.50                | MHD         | Consultant engaged. Planning Proposal submitted 5 <sup>th</sup> February 2025 for gateway determination.                                   |
| <b>2024 Projects</b>   | <b>Budget</b> | <b>Expend/<br/>Comm</b>  | <b>Resp</b> | <b>Comment</b>   |
| Warren Sporting & Cultural Complex – Gym Equipment Renewals.   | 7,500         | 3,348                    | MHD         | Squat rack purchased. Replaced dumbbells and weight plates/bags.   |
| Carter Oval Youth Sports Precinct/Depot Electrical Upgrade.<br>104-0118-0000                                 | 122,375       | 122,375                  | MHD/TSM/IPM | Purchase order issued. New main switchboard at swimming pool installed. Electrical mains and other works to be programmed with Contractor. |

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

**CONTINUED**

| <b>2024 Projects</b>   | <b>Budget</b> | <b>Expend/<br/>Comm</b> | <b>Resp</b> | <b>Comment</b>  |
|--|---------------|-------------------------|-------------|---|
| Warren Medical Centre<br>Cabinetry<br>Improvement/Replacement<br>Works.  | 24,200        | Nil                     | MHD         | Being arranged.   |
| Council building<br>renovations fit out (New<br>Kitchen, accessible toilet.<br>3210-4100-005   | 40,000        | Nil                     | MHD         | Quotations being obtained.  |
| <b>LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4 – LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROJECTS (G4-1.70, G4-1.84)</b> |               |                         |             |   |
|  | <b>Budget</b> | <b>Expend/<br/>Comm</b> | <b>Resp</b> | <b>Grant funding successful 8<sup>th</sup> August 2023</b>  |
| Solar Panel Installation<br>Warren Swimming Pool.  | 40,000        | 25,570                  | MHD         | Contractor commenced onsite 2 <sup>nd</sup> November 2023. Stage 1 completed 7 <sup>th</sup> November 2023.   |
| Victoria Oval Park<br>Permanent Scoreboard<br>Contribution.<br><br>3350-14-10  | 35,000        | 31,547                  | MHD         | \$20,000 grant funds (\$15,000 contribution from the Warren Rugby Club). Scoreboard arrived end December 2023. Operational late April 2024. The purchase and installation of a roller shutter door to protect this scoreboard, complete. The fabrication and installation of laser cut sponsorship sign in progress.<br><br>Final testing and electrical works for roller shutter to be completed 7 <sup>th</sup> March 2025. |
| <b>LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4 – LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROJECTS (G4-1.70, G4-1.84)</b> |               |                         |             |   |
|  | <b>Budget</b> | <b>Expend/Comm</b>      | <b>Resp</b> | <b>Grant funding successful 8<sup>th</sup> August 2023</b>  |
| Trailer Mounted<br>Scoreboard (2)<br>Contribution.<br><br>3350-15-10   | 45,000        | 36,277                  | MHD         | The fabrication and installation of draw bars on the trailers completed. Awaiting transfer of users from Victoria Oval to Carter Oval once amenities building is completed.   |

**WARREN SHIRE COUNCIL**  
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ITEM 2

WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES

CONTINUED

| <b>GRANT APPLICATIONS</b>  |   |                         |             |  |
|--|---|-------------------------|-------------|--|
| <b>Project</b>   | <b>Budget</b>   | <b>Expend/<br/>Comm</b> | <b>Resp</b> | <b>Comment</b>   |
| The construction of the viewing area at Carter Oval Youth Sports Precinct<br>Submitted 25/11/2024<br>To the Office of Responsible Gambling Infrastructure Grants<br>Application: Nov2024-0000000440. | 277,790   | Nil                     | MHD/WSCCM   | Application submitted on behalf of Warren Junior Cricket – Warren Shire Council will be the Auspice if successful. |
| Regional Housing Strategic Planning Fund – Round 3 2024.<br>Application: RHSPF round 3 – 066.  | 83,512  | Nil                     | MHD         | Application submitted on behalf of Warren Shire Council.   |
| *Waste and Sustainable Materials Strategy 2041 (WASM) Litter Prevention Grants Program   | 92,500<br>(74,000 grant, 18,500 Council contribution) | Nil                     | MHD         | Submitted November 2024.<br>Unsuccessful.  |