

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 22ND MAY 2025

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

22nd May 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, 24th April 2025.

5. DISCLOSURES OF INTERESTS

6. MAYORAL MINUTE(S)

Nil.

7. REPORTS OF COMMITTEES

Meeting of the Economic Development and Promotions Committee
held on Wednesday 7th May 2025 (C14-3.22)

Meeting of the Warren Local Emergency Management Committee
held on Tuesday, 13th May 2025 (E6-1)

Meeting of Manex held on Tuesday, 13th May 2025 (C14-3.4)

Meeting of the Traffic Committee held on Thursday, 15th May 2025 (T5-2)

Meeting of the Plant Committee held on Wednesday, 21st May 2025
(MINUTES TO BE TABLED AT THE MEETING) (C14-3.8)

8. REPORTS OF DELEGATES

- Item 1 General Meeting of the Country Mayors Association of
New South Wales Inc. held on Friday, 28th March 2025 (C14-5.5)
- Item 2 Ordinary Meeting of the Castlereagh Macquarie County Council
held on Monday, 28th April 2025 (C15-1)

9. REPORTS TO COUNCIL**POLICY**

General Manager Reports

- Item 1 Review of Communications and Engagement Policy (P13-1, C8-1) Page 1
- Item 2 Review of Appointment and Oversight of General Managers
Policy (Relevant to Re-Appointment or New General Manager
(P13-1, S12-25.1) Page 31
- Item 3 Review of Business Support Policy (P13-1, D3-1) Page 54
- Item 4 Review of Volunteer Management Policy (P13-1, S12-1) Page 61
- Item 5 Review of Volunteer Risk Management Policy (P13-1, S12-1) Page 75

Divisional Manager Finance & Administration Reports

- Item 6 Investment Policy (P13-1, I3-1.35) Page 99
- Item 7 Related Parties Disclosure Policy (P13-1, A7-14) Page 109

Divisional Manager Engineering Services Reports

- Item 8 Stock Control on Council Road Reserves Policy (P8-3, P4-1, F2-1) Page 136
- Item 9 Stock Grids and Public Gates Policy (R2-1) Page 156
- Item 10 Rural Vehicular Access Policy (R4-21) Page 164
- Item 11 Urban Vehicular Access Policy (R4-21) Page 175
- Item 12 Staff Relocation Assistance Policy (P13-1, S12-1)..... Page 188
- Item 13 Smoke and Vape Free Workplace Policy (P13-1, S12-14.4) Page 194
- Item 14 Staff Education and Training Policy (P13-1, S12-1) Page 201
- Item 15 Closed Circuit Television (CCTV) System Policy (P13-1, L7-1.5) . Page 211
- Item 16 Workplace Surveillance Policy (P13-1, L7-1.5) Page 223

POLICY**CONTINUED****Divisional Manager Engineering Services Reports**

Item 17	Community Sharps Management Policy (P13-1, G2-4.3)	Page 234
Item 18	Code of Practice Closed Circuit Television (CCTV) (P13-1, L7-1.5)	Page 239
Item 19	Pesticide Use Notification Plan (P13-1, E7-2.1)	Page 253

Manager Health and Development Services

Item 20	Residential Slabs and Footings Policy (P13-1, B4-1)	Page 265
Item 21	Council Related Development Application Conflict of Interest Policy (P13-1, P15-33)	Page 271
Item 22	Working With Children Policy (P13-1, C3-2, C3-3)	Page 278
Item 23	Warren War Memorial Swimming Pool – Management Manual Policy (P13-1, S19-2)	Page 287

REPORTS OF THE GENERAL MANAGER

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
Item 2	Committee/Delegates Meetings (C14-2)	Page 26
Item 3	Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1) .	Page 28

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

Item 1	Réconciliation Certificate – April 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
Item 4	March 2025 Quarterly Budget Review (A1-4.43)	Page 7

REPORTS OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

Item 1	Works Progress Reports – Roads (C14-7.2)	Page 1
Item 2	Works Progress Reports – Town Services (C14-7.2)	Page 13
Item 3	Works Progress Reports – Plant (P2-3)	Page 28
Item 4	LGNSW Water Management Conference 2025 (W1-1, S12-33.2025)	Page 31

REPORTS OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES

Item 1	Development Application Approvals (B4-9)	Page 1
Item 2	Works Progress Reports – Health and Development Services (C14-7.3)	Page 2

10. NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

11. MATTERS OF URGENCY

Nil.

12. CONFIDENTIAL MATTERS

Report of the Divisional Manager Engineering Services

Item 1	Asphalt Works for Warren Shire Council – 2024/2025 (C13-103, G4-1.89)	Page 1
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13. CONCLUSION OF MEETING

14. PRESENTATIONS

Nil.

ECONOMIC DEVELOPMENT & PROMOTIONS COMMITTEE MINUTES

Attached are the Minutes of the Meeting of the Economic Development & Promotions Committee held on Wednesday, 7th May 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Economic Development & Promotions Committee held on Wednesday, 7th May 2025 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 7th May 2025, commencing at 3:31pm

PRESENT:

Sarah Derrett	Councillor (Chair)
Penny Heuston	Councillor
Pauline Serdity	Councillor
Gary Woodman	General Manager
Bradley Pascoe	Divisional Manager Finance and Administration
Maryanne Stephens	Manager Health and Development Services
Susan Balogh	Economic Development and Visitation Manager
Rebecca Christian	Note Taker

ITEM 1 APOLOGIES

Apologies were received from Councillor Greg Whiteley, Councillor Ros Jackson and Sylvester Otieno the Divisional Manager Engineering Services who were absent due to external commitments and it was **MOVED** Balogh/Serdity that a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES

MOVED Balogh/Heuston that the Minutes of the Economic Development and Promotions Committee Meeting held on Wednesday, 12th February 2025 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING, 12TH FEBRUARY 2025

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5 REPORTS

ITEM 5.1 DROUGHT RESILIENCE PLAN PROJECT UPDATE (F2-2, G4-1.79)

- Application submitted for funding through Far Northwest Joint Organisation, the Consortium includes Warren, Bogan, and Coonamble Shires;
- Project aims to develop tourism initiatives as alternative income streams for farmers;
- Implementation timeline compressed to 6 months if approved by end of May 2025;
- Project representative (Economic Development and Visitation Manager) has been invited to speak to the Department of Primary Industries about the initiative;
- Working with Business NSW to provide business advice to participating farms;

WARREN SHIRE COUNCIL
Minutes of the Economic Development & Promotions Committee
Meeting held in the Council Community Room
on Wednesday 7th May 2025, commencing at 3:31pm

ITEM 5.1 DROUGHT RESILIENCE PLAN PROJECT UPDATE CONTINUED

- Goal to create a handbook/framework for alternative farm businesses;
- Target of 12 participating businesses across the region by November deadline;
- Targeting 12 participating businesses across the region by the November 2025 deadline aims to:
 - Encourage collaboration among local businesses to diversify income streams and enhance economic resilience;
 - Provide a framework and support for businesses to develop alternative ventures, particularly in tourism and agriculture; and
 - Create a model that can be replicated in other regions, showcasing successful strategies for drought resilience and economic development.

MOVED Serdity/Hueston that the information be received and noted.

Carried

ITEM 5.2 CONNECTING SENIORS GRANT PROGRAM DELIVERY UPDATE (G4-1.102)

- The program launch in March 2025 at the Library was successful with good attendance;
- The program aims to provide activities for seniors in the Warren community including at Calara House;
- Meetings are scheduled to discuss how to effectively implement the program on-site and engage the community;

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

Carried

ITEM 5.3 ECONOMIC DEVELOPMENT STRATEGY AND ACTION PLAN (D3-1)

- An update on various projects and strategies was provided.

MOVED Hueston/Serdity that the information be received and noted.

Carried

ITEM 5.4 DESTINATION MACQUARIE MARSHES TASKFORCE (T4-1.2)

- Minutes of 19th February 2025 meeting discussed.

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

Carried

ITEM 6 GENERAL BUSINESS

Nil.

ITEM 7 DATE OF NEXT MEETING

To be arranged for 6th August 2025 at 3:30 pm.

There being no further business and the meeting concluded at 4:37 pm.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes

Attached are the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday, 13th May 2025.

RECOMMENDATION:

That the Minutes of the Meeting of Warren Local Emergency Management Committee held on Tuesday, 13th May 2025 be received and noted.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the
Community Room 115 Dubbo Street, Warren on Tuesday 13th May 2025
commencing at 9.30am

PRESENT:

Raymond Burns	Warren Shire Council (LEMO and Chair)
Gary Woodman	Warren Shire Council (GM)
Maryanne Stephens	Warren Shire Council (MHD)
Christopher Waters	NSW Police (REMO)
Darryl Foster	RFS
Campbell Blair	NSW SES
Rianna Malvern	NSW Police (LEOCON)
Jacqueline Jones	NSW RA
Tim Jennings	FRNSW
Shane Edwards	TfNSW
Neroli Brennan	Local Land Services
Thomas Hadland	NSW Ambulance
Angie Tegart	Warren Shire Council (Minutes Taker)

ITEM 1 APOLOGIES

Apologies were received on behalf of Emma Hamblin (NSW Health), John Moors (NSW Health) and Sylvester Otieno (Warren Shire Council DMES).

MOVED Woodman/Stephens that a leave of absence be granted for this meeting.

Carried

ITEM 2 MINUTES OF THE MEETING HELD ON TUESDAY, 11TH FEBRUARY 2025

MOVED Burns/Hadland that the Minutes of the meeting held on Tuesday, 11th February 2025 as circulated, be adopted as a true and correct record of that meeting.

Carried

**ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON TUESDAY,
12TH NOVEMBER 2024**

Nil.

ITEM 4 REMO REPORT

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

Carried

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the
Community Room 115 Dubbo Street, Warren on Tuesday 13th May 2025
commencing at 9.30am

ITEM 5 AGENCY REPORTS

a) NSW Reconstruction Authority

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

Carried

b) NSW SES

MOVED Blair/Hadland that the information be received and noted.

Carried

c) Transport for NSW

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

Carried

d) Department of Community and Justice – Welfare Services Functional Area

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

Carried

e) FRNSW

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

Carried

f) Agricultural and Animal Services Functional Area/LLS

MOVED Brennan/Hadland that the information be received and noted.

Carried

g) RFNSW

MOVED Foster/Malvern that the information be received and noted.

Carried

h) NSW Ambulance

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

Carried

ITEM 6 CMGs REVIEW

CMGs to be reviewed by the August meeting following advice received from REMO.

ITEM 7 CONTACT LIST UPDATE

The contact list has been updated. Any further updates should be communicated to Council.

WARREN LOCAL EMERGENCY MANAGEMENT COMMITTEE

Minutes of Warren Local Emergency Management Committee Meeting held in the Community Room 115 Dubbo Street, Warren on Tuesday 13th May 2025 commencing at 9.30am

ITEM 8 MAJOR EVENTS (DISCUSSION)

- Saturday, 24th May 2025 – WMAG Trivia Night (120 attendees)
 - Saturday, 2nd June 2025 – Races (500 attendees)
 - Saturday, 14th June 2025 – Warren Show (1,500–2,000 attendees)
 - Saturday, 15th July 2025 – Growers Services Expo (Victoria Park & Sports Complex, 500 attendees)
 - Saturday, 15th July 2025 – Cattleman's Cup Races (500 attendees)
 - Saturday, 27th July 2025 – Rotary Bernard Salt Fundraiser (Paediatric Services Fundraiser, 200-300 attendees)
 - Saturday & Sunday, 2nd–3rd August 2025 – Team Penning (200 attendees)
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ITEM 9 GENERAL BUSINESS

- SES Shed Window Repair – A broken window in the SES shed remains unfixed.
 - New Police Staff – A new Sergeant will commence within the next 6–8 weeks, along with several probationary officers filling vacant positions.
 - EOC Audits – The Premier's Department has directed only one EOC Audit per year. However, REMOs argue this is unsuitable for regional areas, recommending quarterly audits instead, as LGAs lack designated rooms (unlike metropolitan areas). EOC Audits will now coincide with LEMC meetings.
 - Warren Events Notification – The LEMO is to forward the Warren LGA event calendar (including estimated attendance numbers) to Cathy Whiteman (Manager, Health Emergency Management Unit, Deputy HSFAC). Cathy will distribute relevant details to emergency agencies (e.g., NSW Ambulance, Hospital) to ensure proper resource allocation. This formalizes emergency management processes, eliminating reliance on event organizers or agencies reviewing LEMC minutes.
 - NSW Health MOU (Evacuation Centres) – Do not proceed with signing the MOU regarding hospital patients using evacuation centres until further guidance from Cathy Whiteman.
 - CMG Templates – All Community Management Groups (CMGs) must transition to the new template.
 - Town Levee Upgrade – Major works have begun behind the Police Station and Dentist on Dubbo Street. Flood gate replacements are also in progress.
 - Non-Potable Hydrants – Council is gradually replacing hydrants with lilac-coloured ones to indicate non-potable water. Kerb markings remain a yellow square, with a blue cat's eye in the road centre.
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ITEM 10 NEXT MEETING

12th August 2025

THERE BEING NO FURTHER BUSINESS, THE MEETING CONCLUDED AT 10.27AM.

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 13th May 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Manex Committee held on Tuesday, 13th May 2025 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 13th May 2025 commencing at 2.33 pm

PRESENT:

Gary Woodman	General Manager
Joe Joseph	Infrastructure Projects Manager
Jody Burtenshaw	EA to the Mayor and General Manager
Maryanne Stephens	Manager Health and Development Services
Bradley Pascoe	Divisional Manager Finance & Administration
Jillian Murray	Treasurer
Erica Kearnes	Librarian
Raymond Burns	Town Services Manager
Ray Egan	Flood Restoration and Special Projects Manager
Scott Hosking	Work Health & Safety/Risk Officer

1 APOLOGIES

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

Carried

2 BUSINESS ARISING FROM MINUTES

Nil.

3 ACTION CHECKLIST

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

Carried

4.1 EXECUTIVE OFFICE MATTERS

4.1.1 Marketing and Communications Update (GM)

Manex members were requested to forward any photos/drone shots and short videos to the General Manager on roadworks, projects, levee works, EV Charging Stations, Trainee/Apprentices, staff work photos etc and any other relevant programs. **(ALL MANEX)**

The Events Calendar on Council's website to be advertised and any known events to be added to the calendar. **(IPM/PAO)**

MOVED Burns/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, 13th May 2025 commencing at 2.33 pm

4.1 EXECUTIVE OFFICE MATTERS

4.1.1.1 Subscriber List for Council Information (Media/Whisper Service)

All Manex Members to ask their staff to embed the link to subscribe into their email signature blocks. **(ALL MANEX)**

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

Carried

4.1.2 The Western Plains App Monthly Report (GM)

The Manex Team were requested to subscribe to the Western Plains App on Council mobile phones. **(ALL MANEX)**

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

Carried

4.1.3 Preparation of the June 2025 Council Newsletter (GM)

Item	Responsible Officer
HEADER OR FOOTER ITEMS	
Registration of Local Contractors on VendorPanel	DMFA, CC
Subscription to Newsletter	GM
VIC Volunteer Advertising	EDVM
PRIORITY MATTERS	
From the Mayors Desk	(EA/ GM /Mayor)
Vacant Positions	Finance Officer – Payroll/HR Officer
Road Maintenance Construction Program for May/June 2025	FRSPM/ RIM /DMES
Dog Pound Project Update	IPM
Country Heartline Regional Drought Resilience Plan Project	EDVM
Carter Oval Youth Sports Precinct Update	TSM
Sewer Treatment Plan Lagoon Update	TSM /DMES
Victoria Park Female Friendly Amenities Update	IPM
Library eResource Program	LIB
Councillor Stand at the Warren Show (14 June 2025)	GM

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 13th May 2025 commencing at 2.33 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.3 Preparation of the June 2025 Council Newsletter (GM)

Continued

Item	Responsible Officer
Councillor Stand at Grow Services Expo (15 July 2025)	GM
Warren Levee Bank Rehabilitation and River Bank Rock Armouring Works Contract	IPM
A Fresh Start for Local Government Apprentices/Trainees and Cadets Program Round 1	EDVM /Workshop Co-Ordinator/ WHS-RC
EV Charging Station Program	IPM
Whispir Roll Out Program	TSM /Works Clerk/AOES
Engagement of Contractor for Asphaltic Concrete Works in Warren Shire	DMES/ RIM
LOWER PRIORITY MATTERS	
Women of Warren Shire	GM
Responsible Pet Ownership	MHD
RR202 Marthaguy Road Flood Recovery Works and Towards Zero Safety Roads Update	FRSPM/ RIM /DMES
RR333 Carinda Road Towards Zero Safer Roads Update	RIM
SR 66 Wambianna Road Flood Recovery Works	RIM
RR 7515 Warren Road Bridge and Approaches Construction Works	DMES
Toucan Gravel Pit Usage	FRSPM/ RIM /DMES
Use of Council Events Calendar	IPM/ PAO
NSW Safe Roads Messaging	GM/ DMES
Towards Zero Road Safety Messaging	GM/ DMES

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

Carried

4.1.4 Suggestions in the Council Suggestion Boxes (GM)

Nil.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 13th May 2025 commencing at 2.33 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.5 Policy Review Plan (GM)

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

Carried

4.1.6 Warren 2021 Census Quickstats (GM)

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

Carried

4.1.7 Regional Communities Consultation Guide – Now in Effect (GM)

Council Officers need to monitor that NSW State Government Departments are following their Consultation Guide. **(ALL MANEX)**

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

Carried

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Warren Shire Council Contract Register (DMFA)

Relevant Officers are requested to remove the completed contracts as highlighted in the Register. **(ALL MANEX)**

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

Carried

4.2.2 Warren Shire Council Grants Register (DMFA)

- A report to be provided to SMT on the expenditure and income status of all SH 11 Oxley Highway RMCC Work Order Projects for 2024/2025, with a deadline of 30 May 2025. **(RIM)**.
- A full reconciliation report to be provided to SMT on all expenditure and income received to date for Flood Damage Programs AGRN 960, AGRN 987, AGRN 1025, AGRN 1030 and AGRN 1034 with a deadline of 6 June 2025 **(RIM)**.

MOVED Murray/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, 13th May 2025 commencing at 2.33 pm

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

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

Estimated Major Expenditure for May 2025:	Estimated Income / Payments For May 2025:
<ul style="list-style-type: none"> ▪ Bitumen Reseals \$300,000 (RIM) 	<ul style="list-style-type: none"> ▪ RMCC Reseals \$362,450 (RIM) - Received
<ul style="list-style-type: none"> ▪ Victoria Amenities Progress Payment \$61,938 (IPM) 	<ul style="list-style-type: none"> ▪ Council received \$1,550,302 (ex. GST) for the Heavy Patching Works. (RIM)
<ul style="list-style-type: none"> ▪ Exclusion Fence – Showground/Racecourse \$20,000 (TSM) 	<ul style="list-style-type: none"> ▪ Towards Zero Road Safety Program Marthaguy Road - \$955,518 (RIM) Council has received the Payment Claim for the Milestone 1.
<ul style="list-style-type: none"> ▪ Construction of Evaporation Lagoon \$100,000 (TSM) 	<ul style="list-style-type: none"> ▪ Towards Zero Road Safety Program Carinda Road - \$828,595 (RIM) Council has received the Payment Claim for the Milestone 1.
<ul style="list-style-type: none"> ▪ CCTV Condition Inspection – Sewer mains \$20,000 (TSM) 	<ul style="list-style-type: none"> ▪ RMAP Q3 Payment Claim - \$232,738 (including Culvert Cleaning works) has been submitted. Payment expected 20 May 2025. (RIM)
<ul style="list-style-type: none"> ▪ Levee rock cartage \$139,707 (IPM) 	<ul style="list-style-type: none"> ▪ Tripartite Agreement Payment Claim - \$4,327,909 for AGRN 1034 EPA RW has been submitted. Council should receive the Payment in 6 monthly instalments, we are expecting receiving \$721,318 soon. (RIM)
<ul style="list-style-type: none"> ▪ Supply of Flood gates \$402,750 (TSM) 	
<ul style="list-style-type: none"> ▪ Marthaguy Road – Sealing \$200,000 (RIM) 	
<ul style="list-style-type: none"> ▪ Marthaguy Road – Neill Earthmoving \$150,000 (RIM) 	
<ul style="list-style-type: none"> ▪ Marthaguy Road – Stabiliser \$100,000 (RIM) 	<ul style="list-style-type: none"> ▪ Levee milestones 2, 3 & 4 payments \$1,036,871. (IPM)
<ul style="list-style-type: none"> ▪ Carinda Road – Mt Foster Material \$100,000 (RIM) 	
<ul style="list-style-type: none"> ▪ Bridges \$490,000 (DMES) 	
<ul style="list-style-type: none"> ▪ New Trucks \$304,120 (DMES) 	

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on Tuesday, 13th May 2025 commencing at 2.30 pm

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1.1 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	\$2,203,177.37	\$2,203,177.37	\$2,188,791.95	Works completed. \$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	\$58,436.06	\$58,436.06	\$50,869.85	Works completed. Payment claim has been submitted. Council received a Funding Letter for \$50,869.85, which is \$7,566.21 less than the Payment Claim. Some invoices dated prior to the event were inadvertently included in the submission.
AGRN 1025 IRW	NSW Severe Weather and Flooding: 27 June 2022 onwards	30.06.2025	\$340,590.34	\$340,590.34	\$303,427.85	Works completed. \$303,427.85 worth of Payment claim has been received.
AGRN 1034 EW	NSW Flooding from 14 September 2022 onwards	30.06.2023	\$970,205.27	\$970,205.27	\$107,465.53	Works completed. Payment claim has been submitted. 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	\$874,774.07	\$174,422.76¹	\$137,260.26	Works completed. Payment claim has been submitted. 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	\$6,076,520.03 (From 1st Submission)	\$698,345.00¹	\$0.00	Works completed. Payment claim has been submitted.
	Regional Roads		\$4,887,402			Works have been started.
	Local Roads		\$3,768,416	\$4,327,909.38²		A Partial Payment claim has been submitted. The work associated with this payment claim was completed as part of the AGRN 1034 IRW event.
			Total	\$8,773,086.18	\$2,787,815.44	
			Unclaimed Amount	#4,985,270.74		

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 13th May 2025 commencing at 2.30 pm

4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

4.3.1.1 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 \$4,985,270.74

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.
2. Application Submitted for the Tripartite Agreement, 50% of Total Approved Fund.

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

Carried

4.3.1.2 Flood Damage Work – Completion Time Limit (DMES/FRSPM/RIM)

- Arrange for a full explanation and presentation to SMT on the deadlines for all the flood programs in comparison to the 2024/2025 and 2025/2026 Works Programs. **(RIM)**

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

Carried

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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Tuesday, 13th May 2025 commencing at 2.30 pm

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 ² . 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 ²) near the railway has been added. All the Patching Works have been completed. The Council has already submitted the Payment Claim except the Line Marking Cost. The Council has already received the Payment of \$1,550,302.70 (ex. GST).
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 have been completed in March. Final sealing Works will be completed in 2025/26 Financial Year.
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 order for \$105,390.03 has been received from TfNSW. Conseth Solutions is working for all the culvert related works. The Council has submitted the Payment Claim worth of \$232,738 for the 3rd Quarter. (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 m ² . Reseal Works have been completed already. The Council has already received the Payment of \$362,450.66 (ex. GST).

MOVED Egan/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, 13th May 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/ Comm	Resp	Comment
Bridges Renewal Program RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge	\$5,010,000	\$4,432,559	DMES	Applications for extension of time have been submitted to TfNSW (acting for BRP) and Restart NSW. 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 been completed.
Urban Unsealed Roads Resheeting	\$15,750	\$1,012	RIM	Ongoing.
*Resheeting of SR 62- Buddabadah Rd – 2 km	\$192,343	\$165,948	RIM	Completed.
Resheeting of SR 75 - Pineclump Soldiers Rd – 1 km	\$82,354	Nil	RIM	Not started yet
Resheeting of SR 87 - Cremorne Rd– 1 km	\$97,797	\$64,868	RIM	Ongoing

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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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/ Comm	Resp	Comment
*Resheeting of SR 95 - Gunningba Rd – 1 km	\$110,802	\$49,565	RIM	Completed
Resheeting of SR 97 - Kianga-Marebone Rd – 1 km	\$117,304	\$54,545	RIM	Ongoing
Bundemar Street (Burton- Readford) Reseal (R2R)			RIM	Will be deferred to Next Year due to Budget Restriction.
*Nevertire Bogan Road Reseal (Segment 26 – 1 st Half) (RLRP/RERRF)	\$40,341	\$40,341	RIM	Completed
*Tottenham Road Reseal (Segment 24 – 1 st Half) (RLRP/RERRF)	\$49,829	\$49,829	RIM	Completed
*Dubbo Street (Stafford St to Hilton Ln)	\$85,000.00	Waiting for the Invoice	RIM	Completed
*Stubbs Avenue	\$15,000.00	Waiting for the Invoice	RIM	Completed
NSW Disaster Ready Fund – Electronic Signage at Reddenville Break and Stoney Creek Crossing.	\$77,021.00	Nil	DMES	Grant successful. Funding Deed Agreement has been done.

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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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/ Comm	Resp	Comment
Safer Roads Program – Carinda Road, Segment 62 to 70; Shoulder Widening.	\$3,949,000 \$450,000 co-contribution	\$1,233,366	DMES/RIM	A 2 km section of the road has been sealed, with only the line marking remaining. Subgrade works are currently underway over a 500 m length. Six workers are engaged in the project.
Safer Roads Program – Marthaguy Road, Segment 12 to 20; Safety Improvements.	\$4,290,000 \$450,000 co-contribution	\$220,976	DMES/RIM	Road works have not commenced yet; however, two culverts have been replaced. The road works are scheduled to begin next week.
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) and Fixing Local Roads Round 4 Nevertire – Bogan Road, Segment 4,6,8 and 10 Rehabilitation.	\$3,512,560 Made up of \$2,813,215 grant & \$699,345 Council	\$2,856,113	DMES/ RIM	Rehabilitation & Seals – 8 km has already been sealed. 4km of Shoulders (segment 10) have been sealed. Line Marking has been completed. Few Pavement Defects have been rectified through Heavy Patching Works. Also, Head Walls of 3 Culverts have been replaced. Line Marking works will be organised now.
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) Rifle Range Road, Oxley Highway and Ellengerah Road Intersections Construction	\$176,815	\$114,960	DMES/ RIM/ FRSPM	Being scoped and programmed. TfNSW has declined request to upgrade SH11 intersection. Ellengerah Road Intersection has been completed. Still the Line Marking works need to be completed.
Floodplain Management Program (DCCEEW) – Warren Town Flood Study	\$226,308	Nil	DMES	Awaiting DCCEEW approval of revised Workplan prior to appointing the Consultant formally.

MOVED Egan/Burns that the information for Items 4.3.1, 4.3.2 and 4.3.3 be received and noted and items marked with an asterisk (*) be deleted.

Carried

WARREN SHIRE COUNCIL
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4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

4.3.4 2025 Calendar of Events at Showground/Racecourse (TSM/IPM)

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

Carried

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 th April 2024. \$82,389.10 has been paid.
AGRN 1034	EPA RW	\$220,500	Claim for re-construct internal access road. Submitted 4th 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 th 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/Woodman that the information be received and noted.

Carried

4.5 WORK HEALTH & SAFETY RISK MATTERS

4.5.1 Workplace Inspection Calendar (WHS_RC)

MOVED Woodman/Burns that:

1. The information be received; and
2. The Workshop inspection undertaken in April be noted.

Carried

4.5.2 Quarry Site Inspection – Findings and Recommendations (WHS-RC)

All actions are to be placed into the Manex Checklist with responsibilities to be allocated by the Divisional Manager Engineering Services and Work Health Safety – Risk Co-Ordinator. **(DMES/WHS-RC)**

The Quarry Site Inspection and Findings Report be presented to the next Plant Committee. **(GM)**

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

Carried

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4.5 WORK HEALTH & SAFETY RISK MATTERS

CONTINUED

4.5.3 Incident Reporting and Investigation Guideline (WHS-RC)

The Incident Reporting and Investigation Guideline is to be finalised by the Work Health Safety – Risk Co-Ordinator following its adoption at the 14th April, 2025 Manex Meeting for final distribution. **(WHS-RC)**

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

Carried

4.5.4 StateCover Targeted Assistance Program (TAP) (GM/WHC-RC)

Priorities will be as follows:

- P1 Psychosocial **(WHS-RC)**;
- P2 Hazardous and Manual Handling **(WHS-RC)**;
- P3 Cultural Improvement (StateCover, **SMT, WHS-RC**);
- P4 Hearing **(WHS-RC)**;
- P5 Gravel Pits **(DMES/WHS-RC)**;
- P6 Isuzu Twin-Cab Trucks **(GM/WHS-RC)**;
- P7 Iseki Mowers – Seats **(TSM/WC/DMES)**;
- P8 WHS Training **(WHS-RC)**;
- P9 Roadwork Signage **(DMES)**;
- P10 First Aid Training **(WHS-RC)**;
- P11 Workforce Fitness **(HRO/WHS-RC)**;
- P12 Plant Replacement **(DMES)**;
- P13 Staff Mentoring Program **(TSO/AOES/MIO)**; and
- P14 WHS Trainee **(GM)**.

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

Carried

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4.6 HUMAN RESOURCES

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

Position	Permanent/ Contract	Responsible Officer	Status
Treasurer / Management Accountant	Permanent	DMFA	Action subject to Draft 2025/2026 Estimates.
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.
Cleaner – Part Time	Permanent	MHD	Advertising with an open closing date.
*Trainee Tourism Information Officer	Trainee – 2 years	EDVM	Candidate commencing 12th May 2025
Senior Records Officer / Service NSW	Permanent	DMFA	New position description to be arranged then advertise.
Finance Clerk – Debtors / Service NSW	Permanent	DMFA	Advertising with an open closing date.
Asset Technical Officer – Roads	Permanent	DMES	Advertising with an open closing date.
Trainee Administration Officer	Trainee - at least 2 Years	GM	Advertising with an open closing date, working on commencement under A Fresh Start Program from 1 July 2025.
Trainee Plant Operator	Trainee - at least 3 Years	DMES	Advertising with an open closing date, working on commencement under A Fresh Start Program from 1 July 2025.

Items marked with an () asterisk and have been highlighted grey indicate that they have been finalised and are to be removed from the listing.*

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting
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5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
15.4.2025	25-07	Misuse of Council Resources – 3 May 2025 Federal Election	Circular has been emailed to Councillors
15.4.2025	25-08	Local Government Code of Accounting Practice and Financial Reporting 2024/25	Noted
16.4.2025	25-09	PSUP Evaluation 2025	Survey to be completed by MHD

MINISTERIAL CIRCULARS

Date	Circular No.	Description	Comment/Action
Nil			

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

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.

		May 2025	Status		June 2025	Status
Finance	31	Last day for RAO to submit quarterly budget review statement to council [LG Reg cl 203(1)]. Councils are requested to send a copy of the QBRs to finance@olg.nsw.gov.au	Noted to be presented May 2025 Council Meeting (DMFA).	1	Objections to the inclusion of land to be vested in public bodies must be served within two (2) months after the list is furnished (LGA s 600(6))	Noted
	31	Last day for requests to Valuer General for estimates of changes in the value of land for which supplementary valuations are required to be furnished [LGA s513]	Noted	30	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 s513(2)]	Noted
	31	Fourth quarterly rates instalment due [LGA s562(3)(b)]	Noted			
Governance				30	Last day for endorsing Community Strategic Plan and Work Force Management Plan following ordinary election [IP&R G/L EE 1.10, s402 LGA]	GM and DMFA to arrange for the presentation of the Work Force Plan document to the June 2025 Council Meeting

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

CONTINUED

		May 2025	Status		June 2025	Status
				30	Last day for county councils to review the Business Activity Strategic Plan following elections [LG Reg s 219(2)]	N/A
				30	ARIC to have met this quarter [LG Reg s216J]	ARIC scheduled for 28 May 2025
				30	Last day for adopting Delivery Program 2024-28 and Operational Plan 2023-24, Long Term Financial Plan and Asset Management Plan following the ordinary election [IP&R G/L EE 4.1 & s405 LGA]	GM and DMFA to arrange for the Delivery Program and Operational Plan to be presented to the June 2025 Council Meeting for adoption
				30	Delivery Program Progress reports provided to council at least every six (6) months [IP&R G/L]	GM to arrange for a Delivery Program Progress report be presented to the June 2025 Council Meeting
Grants	1	Low-cost Loan Initiative Interim Progress Report due	N/A			
	4	Local Infrastructure Renewals Scheme (LIRS) portal opens for claims for the month	N/A			
		LIRS Progress/Final Report Due	N/A			
Companion Animals						

WARREN SHIRE COUNCIL

Minutes of the Manex Committee Meeting held in Council's Community Room on
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5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

CONTINUED

		May 2025	Status		June 2025	Status
Other		Expected third instalment of 2024-25 Financial Assistance Grants	Noted			
Education						

MOVED Kearnes/Murray that the information be received and noted.

Carried

6 OPERATIONAL PROCEDURES

(I2-11.1)

Nil.

7 APRIL 2025 DRAFT MINUTES AND MAY 2025 DRAFT BUSINESS PAPER

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

8 CORRESPONDENCE AND CUSTOMER REQUESTS STATUS

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

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
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9 GENERAL BUSINESS WITHOUT NOTICE

- The General Manager asked for suggestions from the Manex Members for Round 3 A Fresh Start Program for Trainees, Cadets and Apprenticeships.

A Trainee WHS-Risk Officer was proposed by the General Manager and the Librarian suggested that a Trainee IT/GIS Officer would be a good asset. The Executive Assistant enquired if a Trainee Health and Building Surveyor should be considered. The General Manager requested that an email be sent to him with any further proposals as soon as possible. **(ALL MANEX)**

- It is expected that the Economic Development and Visitation Manager will undertake training of relevant staff for Customer Service, initially two (2) 2 ½ hour sessions for both relevant indoor and outdoor staff and Managers are to consider which staff in their section would be required to undertake this training. **(ALL MANEX)**
- The Performance Management Procedure was adopted at the April 2025 Manex Meeting for the Performance Management of Staff. The Procedure needs to be distributed to Manex Members **(EA)**. The General Manager asked the Manex Members how they see it being implemented. The General Manager is to arrange Manex Members and Supervisors to be trained in the use of the Performance Management Procedure. **(GM)**
- The Project Management Procedure was adopted at the April Manex Meeting. It needs to be distributed to Manex Members **(EA)** and the Infrastructure Projects Manager is to arrange for Manex Members and relevant Project Officers to be trained in the use of the Project Management Procedure. **(IPM)**
- The Town Services Manager had a meeting regarding the February 2025 storm damage at Nevertire. It was recommended that the old amenities building be demolished. The Nevertire storage building to be reclad and it was suggested that repairs to the RFS Fencing and Garden Shed located inside the Nevertire Community Park be undertaken. **(TSM)**
- The Librarian advised that the Paint the Town REaD is scheduled for Wednesday, 21st May 2025.
- The Treasurer requested that any orders for works scheduled before the end of June 2025 will need to be entered by the end of May 2025. Please arrange for orders to be forwarded to the Finance Clerk – Creditors. **(ALL MANEX)**
- The Treasurer requested clarification on the staff probationary period length of time for new employees as there were varying lengths of time i.e. three (3) months and six (6) months being stated in appointment letters. This is to be investigated at SMT for future reporting to Manex. **(GM)**
- The cleaning of public toilets on Public Holidays and weekends is to be investigated, with the Cleaning staff to be approached to see if they are interested in doing them in conjunction with the Parks and Gardens Staff. **(MHD)**

There being no further business the meeting closed at 5.13 pm.

TRAFFIC COMMITTEE MINUTES

Attached are the Minutes of the meeting of the Traffic Committee held in the Council Conference Room on Thursday, 15th May 2025.

RECOMMENDATION:

That the Minutes of the Meeting of the Traffic Committee held on Thursday, 15th May 2025 be received and noted, and that the following recommendations be adopted:

ITEM 5.1 DUBBO STREET ELECTRIC VEHICLE (EV) CHARGING STATION (C13-105, G4-1-84)

That subject to NSW Police Force concurrence Council:

1. Notes that the Warren Traffic Committee has approved the proposed use of two (2) existing parking spaces being on either side of the garden on Dubbo Street (adjacent to Council Administration Centre) for a dual-port EV-only charging station;
2. Notes that Transport for NSW will provide appropriate feedback on required signage, line-marking, and any required amendments to existing the traffic control plans at all three (3) EV locations; and
3. Supports the progression of civil works to install the 22kW EV charger in Dubbo Street, subject to traffic management considerations.

WARREN SHIRE COUNCIL

Minutes of Traffic Committee

held in Council Conference Room, 115 Dubbo Street, Warren on
Thursday 15th May 2025 commencing at 2.05 pm

PRESENT:

Councillor Mark Kelly (Chairperson)

Mr Gary Woodman (General Manager)

Mr Joe Joseph (Infrastructure Projects Manager)

Mr Jason Nicholson (TfNSW)

Mr David Duncan (Local Member Representative)

Mr Rino Miranda (Minute Taker)

ITEM 1 APOLOGIES

Apologies were received from Divisional Manager Engineering Services Sylvester Otieno and Police Acting Sergeant Rianna Malvern, who were absent due to external commitments.

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

Carried

ITEM 2 CONFIRMATION OF MINUTES OF THE MEETING HELD ON THURSDAY, 13TH MARCH 2025

MOVED Duncan/Nicholson that the Minutes of the Meeting held on, Thursday, 13th March 2025 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD ON THURSDAY, 13TH MARCH 2025

- It was noted that Transport for NSW had advised Council that the sight distance at the 80km/h zone on State Highway 11 Oxley Highway was appropriate at the Rifle Range Road Intersection.
-

ITEM 4 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL

Minutes of Traffic Committee

held in Council Conference Room, 115 Dubbo Street, Warren on
Thursday 15th May 2025 commencing at 2.05 pm

ITEM 5 REPORTS

ITEM 5.1 DUBBO STREET ELECTRIC VEHICLE (EV) CHARGING STATION (C13-105, G4-1-84)

RECOMMENDATION TO COUNCIL:

MOVED Duncan/Kelly that, subject to NSW Police Force concurrence Council:

1. Notes that the Warren Traffic Committee has approved the the proposed use of two (2) existing parking spaces being on either side of the garden on Dubbo Street (adjacent to Council Administration Centre) for a dual-port EV-only charging station;
2. Notes that Transport for NSW will provide appropriate feedback on required signage, line-marking, and any required amendments to existing the traffic control plans at all three (3) EV locations; and
3. Supports the progression of civil works to install the 22kW EV charger in Dubbo Street, subject to traffic management considerations.

Carried

ITEM 6 GENERAL BUSINESS

Nil.

ITEM 7 NEXT MEETING

The next meeting is proposed for August 2025, subject to confirmation.

THERE BEING NO FURTHER BUSINESS THE MEETING CONCLUDED AT 2:26 PM.



The Country Mayors Association of NEW SOUTH WALES Inc

Chairman: Mayor Rick Firman OAM

C/- Temora Shire Council,

PO Box 262, Temora NSW 2666

Contact: 0429 204 060

Email: admin@nswcountrymayors.com.au

ABN: 92 803 490 533

MINUTES

A General Meeting of the Country Mayors Association of NSW Inc. was held on **28 March 2025**, in the Theatre, Parliament House, Macquarie Street, Sydney commencing at 8:20am.

THEME: Financial Sustainability

CMA Chairman Mayor Rick Firman OAM issued a warm welcome and introduced the new Chair of the NSW Grants Commission, Ms. Linda Scott

Ms Scott advised that she had not been inducted and it is too soon for her to say much. She emphasised that submissions need to go to the NSW Grants Commission email address:

grantscommission@olg.nsw.gov.au. Ms Scott also urged CMA members to work with their Chief Financial Officers regarding the forward payments of Financial Assistance Grants.

Update from President of LGNSW – Mayor Phyllis Miller OAM [tribute to Mr. Steve Loane OAM]

Mayor Miller announced that a new cost-shifting survey is about to be conducted by LGNSW.

“I don’t expect a return to 1% overnight but we need to get it back up there, bit by bit.”

Mayor Miller drew attention to the new Food Organics and Garden Organics (FOGO) recycling legislation, intended to reduce food waste and stop food waste going to landfill.

The NSW Parliament has passed legislation to mandate FOGO collection services for households by July 2030, and for businesses and institutions in stages from July 2026. Click [here](#) for more detail. Mayor Miller added that the Regional Summit in the State Library promises to be a great event.

Mayor Miller moved that report be accepted and Mayor John Medcalf OAM seconded, carried unanimously.

8:30am Presentation – The Hon. Emily Jane SUVAAL, BN MLC. Chair of the NSW Government Inquiry into the “Ability of local governments to fund infrastructure and services”

Mrs Suvaal said the Inquiry was important to her personally and professionally. There were 128 submissions, over 50 organisations gave evidence. We are still awaiting the State Government response

to the Inquiry and the recommendations. We handed it down on 29 November and the Minister has told me that he is going to take the time to get it right. Changes to the accounting codes and the like take work.

It was a very important Inquiry and I know challenges you face are still there and may have gotten worse.

9:00am Presentation – TCorp Snr Analyst, Mr. Tom Threlkeld with the Local Government Services Team

Mr. Rob Kenna – General Manager, Financial Markets

Mr. Brett Perry – Senior Manager, Credit Review

Ms. Danielle Aspery – Senior Manager

Mr. Craig Selvage – Senior Analyst

Ms. Alina Tee – Analyst

The entire team that deals directly with CMA members were introduced on stage, as it was important to have faces associated with the voices and names.

Prior to 2015, banks and finance companies were the option. Since then, Tcorp has offered competitive rates for councils. We have a cost recovery focus, making us 0.5 to 1% cheaper than banks. Large loans can be spread over generations of rate payers. Please reach out to our Local Government Services team if you need to discuss flexibility.

Q. Mayor Phyllis Miller asked about the suitability of saleyards for financing.

Q. Mayor Sarah Ndiaye from Byron Shire: Thank you for our sustainability loans

Q. Bega Valley Shire CEO Anthony McMahon: Could you explain your process for assessing Councils' capacity to repay loans.

A. Enough unrestricted cash for two months of operations required. We are more intrusive than a bank. But we partner with Councils, so we will not behave like a bank.

Yass Valley Mayor Cr. Jasmin Jones asked about upper limits and Mr. Threlkeld said we don't really have one. Mayor Jones then asked when did you change to allow commercial elements. Mr.

Threlkeld said July last year.

9:30am Presentation - Auditor-General for NSW, Mr. Bola Oyetunji

Mr Oyetunji said I learn a lot from you. When you talk about depreciation, we can improve things there. Financial Sustainability of Local Government is something we need to work on together.

A revenue imbalance graph highlighted the need for the return to 1%.

Costs or valuation, I cannot answer. But I want to work with the sector on it.

We like to think when we do an audit, we are making a difference.

Mr Oyetunji gave an example of the pool in Clarence Valley, which was completed 7% under budget but everybody has heard of the North Sydney Pool. I am going to promote the top 10 and bottom 10 Councils, in terms of financial sustainability against OLG benchmarks, with the purpose of encouraging improvement. We need a deep understanding of how councils work. The desired outcome of audits is to improve performance.

Steve Loane: Cost shifting \$1.6billion – what is your view? Should we invoice the State Government?

Uralla Shire Mayor Cr. Robert Bell: The Auditor General is used as an excuse for declining funding.

A: I am happy to work with you on any examples you have.

Q: If you have a top 10 and a bottom 10, perhaps the top can assist the bottom 10.

Q. Mayor Bronwyn Petrie of Tenterfield Shire Council: Thank you for your refreshing attitude.

10:00am Excelling CMA Members Segment

Bega Valley Shire Council was the 2024 Bluett Award Winner and CEO Anthony McMahon detailed some of the work that his Council is proud of.

Mr. McMahon ran a slideshow of Bega Valley Shire's innovative projects and detailed how they applied for the Bluett Award.

The LGA was devastated by the 2019/20 bushfire season losing over 460 homes, with over 1000 buildings destroyed and two lives lost. Since then, Council has supported rebuilding houses and built a new water treatment plant (one of several) to manage impacts of fires.

He said they are proud to have home grown staff – locals who have been recruited and trained/upskilled through traineeships, apprenticeships and cadetships.

Byron Shire Mayor Sarah Ndiaye asked about the affordable housing projects. This was one important area where CMA members could learn from example. An example of the innovative housing in the Bega Valley: [Community Housing Assistance Agreement with Southern Cross Community Housing extended - Bega Valley Shire Council](#)

Mr. McMahon said "we sold to a community housing provider, with caveats, including that they use funds to re-invest in more local housing. We have also facilitated a Homes NSW development of 100 Lots."

Richmond Valley Mayor Cr. Robert Mustow: Asked about the circular economy

Mr. McMahon: That's a presentation in itself and I suggest that if CMA are interested they get the Chairman of the Bega Group (including Bega Cheese) in on that.

Moree Plains Shire Council presentation. 2024 Bluett Award Runner-up

Moree Plains Shire Council Mayor Cr. Susannah Pearse also ran a slideshow, with which she illustrated how the Council had been forced to act to clean-up neighbourhoods marred by burnt out homes. The charred remains of houses have lingered for years and detract from more than aesthetics. Mayor Pearse described how her Council incentivised the cleaning up of these sites, with the waiving of waste fees (up to \$10,000). The project has dramatically improved a lower socio-economic neighbourhood.

The 2024 CMA Scholarship was presented to Moree Plains Shire Council's Jazmine Howarth. The inspiring young Local Government GIS professional gave an articulate talk on what her work entails, how important it is to Council and how the scholarship will help her to advance her knowledge and skills with a degree.

10:20am A brief presentation from the Hon Penny Sharpe MLC, Minister for Climate Change, Minister for Energy, Minister for the Environment, Minister for Heritage

We are working with land holders, I'll be heading out to visit REZs. The costs of Biodiversity offsets is a concern but I think we can bring them down. We built flexibility into the new system. There is funding

for landowners who can provide for the offsets scheme. They could be funded for what they are already doing.

The Minister also talked about waste: FOGO and the levy review – I know you want more from it (the levy).

10:30-11am Morning Tea in the Theatrette Foyer was a bustling affair, joined by a number of impromptu political guests.

NSW Nationals Leader the Hon. Dougald Saunders MP gave an update on the Crime bill and the bail Act. He said we need consequences, we need the stick and we will keep the CMA updated about the Bill. The NSW Nationals are pushing for strong and immediate legislative reform to stop repeat serious youth offenders from carrying out crime sprees across regional NSW.

The Crimes Legislation Amendment (Youth Crime) Bill 2025 will offer stronger measures than Labor's changes to the Bail Act that were passed last week, by:

- Expanding the definition of repeat offences beyond serious break and enter and motor vehicle theft, to include all serious indictable offences like murder or sexual assault.
- Introducing electronic monitoring and a mandatory curfew as conditions of bail.
- Revoking bail if there is a breach of the bail conditions, if another charge is laid while on bail, or if there is any interference with the electronic monitoring device.
- Elevating the voice of victims in the court through the use of victim impact statements.

11:00am Presentation – NSW Electoral Commissioner Mrs. Rachel McCallum congratulated the attending mayors on their election in September 2024.

Ms McCallum was appointed in Dec. 2024 and was previously the Information Commissioner. Your September 2024 election was the biggest in the country that year, with well over 5mil. voters. The NSW Electoral Commission is both a statutory authority regulating and managing election propriety and a service provider. We issue penalty notice for not voting and approve campaign material, for example. The time taken to invoice Councils for their elections is due to the cost-recovery basis of election costs, meaning invoices must be received by the Commission before they issue theirs.

Surveys have shown that a quick and easy process is most valued by voters.

We do work to identify cost-saving opportunities and efficiencies, without compromising or risking public confidence. We are open to feedback.

Q. Mayor Firman, can we simplify the declarations process?

A. We do have an online system for updating.

Q. Cr. Bruce Reynolds Mayor of Blayney Shire: The postal votes time frame – waiting two weeks for the count was frustrating.

A. Voters are allowed up to 13 days to get their vote in, which is policy nationally as well. The postal system has changed a lot also.

11:30am Chair of IPART, Ms. Carmel Donnelly PSM

Ms Donnelly graciously allowed for her presentation to be distributed to members.

IPART acknowledged when the rate peg was lower than the rise in inflation. We are proud of the new rate pegging methodology. The rate peg is now unique for each 128 council in NSW.

IPART is involved in pricing increases of interest to CMA Members, other than those relating to Council rates. The Valuer-General is currently seeking to increase charges to Councils. The CMA will work on a representative submission.

General Business

1. Attendance

Cr. Tania Brown	Lord Mayor	Wollongong City Council
Cr. Pat Ryan	Deputy Mayor	Upper Hunter Shire Council
Stephen Dunshea	CEO	Snowy Monaro Regional Council
Michael Jackson	Acting GM	Kempsey Shire Council
Cr. Steve Ring	Deputy Mayor	Lithgow City Council
Cr. Phyllis Miller	Mayor / LGNSW President CMA Board	
OAM	Member	Forbes Shire Council
Cr. Rick Firman		
OAM	Mayor & CMA Chairman	Temora Shire Council and CMA
Ms Melissa Boxall	GM / Secretary	Temora Shire Council and CMA
Cr. Carol Oataway	Mayor	Hay Shire Council
David Webb	GM	Hay Shire Council
Cr. Jesse Fitzpatrick	Mayor	Wingecaribee Shire Council
Lisa Miscamble	GM	Wingecaribee Shire Council
Gary Fry	Secretariat	CMA
Cr. Darriea Turley	Past LGNSW President	LGNSW
David Reynolds	Executive Officer	LGNSW
Jay Nankivell	GM	Broken Hill City Council
Cr. Jim Hickey	Deputy Mayor	Broken Hill City Council
Cr. Mathew Hatcher	Mayor	Eurobodalla Shire Council
Stephanie Speedy	Acting GM	Eurobodalla Shire Council
Brett McInnes	GM	Inverell Shire Council
Sarah Ryan	Acting CEO	Murray River Council
Cr. John Harvie	Mayor	Murray River Council
Jack Bond	CEO	Edward River Council
Cr. Ashley Hall	Mayor	Edward River Council
Cr. Susannah		
Pearse	Mayor	Moree Plains Shire Council
Natalia Cowley	Interim GM	Moree Plains Shire Council
Cr. John Medcalf		
OAM	Mayor	Lachlan Shire Council
Greg Tory	GM	Lachlan Shire Council
		Dubbo Regional Council and CMA
Cr. Josh Black	Mayor	Executive Board Member
Cr. Sarah Ndiaye	Mayor	Byron Shire Council
Mark Arnold	GM	Byron Shire Council
Gary Kee	Mayor	Nambucca Valley Council
Bede Spannagle	GM	Nambucca Valley Council
Jonathan Malota	Policy Advisor – Transport & Data	NRMA
Cr. Darrell Tiemens	Mayor	Narrabri Shire Council
Eloise Chaplain	Interim GM	Narrabri Shire Council
Cr. Bruce Reynolds	Mayor	Blayney Shire Council
Mark Dicker	GM	Blayney Shire Council
Cr. Jasen Ramien	Mayor	Walgett Shire Council
	Special Projects (Governance, Risk &	
Andrew Brown	Human Resources)	Walgett Shire Council

Cr. Ruth McRae	Mayor	Murrumbidgee Council
John Scarce	GM	Murrumbidgee Council
Cr. Doug Curran	Mayor	Griffith City Council
Brett Stonestreet	GM	Griffith City Council
Cr. Ray Smith	Mayor	Clarence Valley Council
Cr. Russell Webb	Mayor	Tamworth Regional Council
Paul Bennett	GM	Tamworth Regional Council
Cr. Kinne Ring	Mayor	Kempsey Shire Council
Cr. Dallas Tout	Mayor	Wagga Wagga City Council
Cr. Steve Allan	Mayor	Bellingen Shire Council
Mark Griffioen	GM	Bellingen Shire Council
Gareth Curtis	GM	Dungog Shire Council
Cr. Digby Rayward	Mayor	Dungog Shire Council
Cr. Nina Dillon	Mayor	Goulburn Mulwaree Council
Marina Hollands	Acting Chief Executive Officer	Goulburn Mulwaree Council
Cr. Claire Pontin	Mayor	MidCoast Council
Cr. Danielle Mulholland	Mayor	Kyogle Council
Ken Ross	GM	Wentowrth Shire Council
Cr. Daniel Linklater	Mayor	Wentowrth Shire Council
Cr. Kenrick Winchester	Mayor	Queanbeyan-Palerang Regional Council
Rebecca Ryan	GM	Queanbeyan-Palerang Regional Council
Cr. Cheryl Cook	Mayor	Federation Council
Adrian Butler	GM	Federation Council
Cr. Sue Moore	Mayor	Singleton Council
Justin Fitzpatrick-Barr	GM	Singleton Council
Cr. Doug Batten	Mayor	Gilgandra Shire Council
David Neeves	GM	Gilgandra Shire Council
Cr. Kate Dight	Mayor	Inverell Shire Council
Cr. Greg Whiteley	Mayor	Warren Shire Council
Cr. Melissa Matters	Deputy Mayor	Kiama Municipal Council
Jane Stroud	CEO	Kiama Municipal Council
David Neeves	GM	Gilgandra Shire Council
Cr. Adam Shultz	Mayor	Lake Macquarie City Council
Cr. Patricia White	Mayor	Shoalhaven City Council
Cr. Russell Fitzpatrick	Mayor	Bega Valley Shire Council
Anthony McMahon	CEO	Bega Valley Shire Council
Cr. Joanne Williams	Deputy Mayor	Inverell Shire Council
Cr. Tony Mileto	Mayor	Orange City Council
Cr. Paul Culhane	Mayor	Upper Lachlan Shire Council
Alex Waldron	CEO	Upper Lachlan Shire Council
Rob Kenna	General Manager, Financial Markets	Tcorp
Brett Perry	Senior Manager, Credit Review	Tcorp
Danielle Aspery	Senior Manager	Tcorp
Craig Selvage	Senior Analyst	Tcorp

Tom Threlkeld	Analyst	Tcorp
Alina Tee	Analyst	Tcorp
Cr. Kathryn Rindfleish	Mayor	Warrumbungle Shire Council
Lindsay Mason	GM	Warrumbungle Shire Council
Cr. Abb McAlister	Mayor	Cootamundra-Gundagai Regional Council
Roger Bailey	Interim General Manager	Cootamundra-Gundagai Regional Council
Cr. Jarrod Marsden	Mayor	Cobar Shire Council
Sarah Gubb	Executive Officer	NSW Grants Commission
Cr. Julia Ham	Mayor	Snowy Valleys Council
Cr. Bronwyn Petrie	Mayor	Tenterfield Shire Council
Cr. Margot Davis	Mayor	Glen Innes Severn Council
Cr. Hugh Packard	Deputy Mayor	Snowy Valleys Council
Julie Costa	Acting CEO	Yass Valley Council
Cr. Jasmin Jones	Mayor	Yass Valley Council
Cr. Steve Krieg	Mayor	Lismore City Council
Jon Gibbons	GM	Lismore City Council
Sharon Cadwallader	Mayor	Ballina Shire Council
Cr. Chris Hanna	Mayor	Snowy Monaro Regional Council
James Ruprai	Acting CEO	Shoalhaven City Council
Cr. Kevin Beatty	Mayor	Cabonne Shire Council
Bradley Byrnes	GM	Cabonne Shire Council
Cr. Sam Coupland	Mayor	Armidale Regional Council
Cr. Lachlan Ford	Mayor	Bourke Shire Council
Leonie Brown	GM	Bourke Shire Council
Cr. Ewen Jones	Mayor	Narromine Shire Council
Jane Redden	GM	Narromine Shire Council
Cr. Brian Ingram	Mayor	Hilltops Council
Heather Nicholls	Deputy GM	Cabonne Shire Council
Cr. Peter Sharp	Mayor	Lockhart Shire Council
Gavin Rhodes	GM	Lockhart Shire Council
Cr. Neil Westcott	Mayor	Parkes Shire Council
Cr. Neville Kschenka	Mayor	Narrandera Shire Council
George Cowan	GM	Narrandera Shire Council
Cr. Robert Mustow	Mayor	Richmond Valley Council
Andrew Beswick	GM	Coffs Harbour City Council
Cr. Nikki Williams	Mayor	Coffs Harbour City Council
Phil Johnston	Director Community and Economic Development	Narromine Shire Council
Richard Jane	Acting GM	Forbes Shire Council
Anthony O'Reilly	GM	Hilltops Council
Cr. Des Kennedy	Mayor	Mid-Western Regional Council
Max Eastcott	GM	Gwydir Shire Council
Cr. Tiffany Galvin	Mayor	Gwydir Shire Council

Cr. George Weston	Mayor	Leeton Shire Council
Jennifer Hickey		OLG
Erica van den Honert		OLG
Cr. Robert Bell	Mayor	Uralla Shire Council
Toni Averay	GM	Uralla Shire Council
Cr. Eric Noakes	Mayor	Walcha Shire Council
Cr. Robert Taylor	Mayor	Bathurst Regional Council
Adran Panuccio	GM	MidCoast Council
Cr. Daniel Keady	Mayor	Coonamble Shire Council
Paul Gallagher	GM	Coonamble Shire Council
Bernard Smith	GM	Glen Innes Severn Council
Cr. Paul Best	Mayor	Weddin Shire Council
Noreen Vu	GM	Weddin Shire Council
Sharine Colefax		OLG
Murray Wood	CEO	Dubbo Regional Council
Cr. Adam Roberts	Mayor	Port Macquarie Hastings Council
Bronwen Regan	Public Affairs Manager	LGNSW
Carmel Donnelly	Chair	IPART
Rachel McCallum	NSW Electoral Commissioner	NSW Electoral Commission
Renee O'Hare	Chief of Staff	NSW Audit Office
Cr. Katie Graham	Deputy Mayor	Oberon Council
Gary Wallace	GM	Oberon Council
Julie Briggs	Policy Advisor	CMA

2. Apologies

Cr. Paul Smith	Mayor	Cowra Shire Council
Paul Devery	GM	Cowra Shire Council
Peter Bascomb	GM	Balranald Shire Council
Peter Vlatko	GM	Cobar Shire Council
Dr Ross Kerridge	Lord Mayor	Newcastle City Council
Cr. Doug Batten	Mayor	Gilgandra Shire Council
Gary Woodman	GM	Warren Shire Council
Cr. Colleen Fuller	Mayor	Gunnedah Shire Council
Eric Groth	GM	Gunnedah Shire Council
Dr. Richard Colbran	CEO	RDN
Cr. Jasen Ramien	Mayor	Walgett Shire Council
Cr. Louie Zaffina	Mayor	Balranald Shire Council
	Deputy	
Cr. Hugh Packard	Mayor	Snowy Valleys Council
Cr. Bob Callow	Mayor	Junee Shire Council
James Davis	GM	Junee Shire Council
Cr. Maurice Collison	Mayor	Upper Hunter Shire Council
Greg McDonald	GM	Upper Hunter Shire Council
		Liverpool Plains Shire
Cr. Ken Cudmore	Mayor	Council

Brad Cam	GM	Mid-Western Regional Council
Cr. Brian Monaghan	Mayor	Bland Shire Council
Grant Baker	GM	Bland Shire Council
Cr. Glen Neill	Mayor	Bogan Shire Council
Jackie Kruger	GM	Leeton Shire Council
Cr. David McCann	Mayor	Coolamon Shire Council
Tony Donoghue	GM	Coolamon Shire Council

3. Adoption of Minutes of Previous Meeting 15 November 2024 (Copy Attached)

Mayor Cadwallader moved that they be noted and accepted, Mayor King seconded. Carried unanimously.

4. Matters Arising from Minutes - nil

5. Correspondence

Mayor Mulholland moved that the correspondence be noted and accepted, Mayor Medcalf seconded. Carried unanimously.

Outward	Inward
<ul style="list-style-type: none"> • Health cuts letter to Health Minister Ryan Park MP • FarmLink - Thank you letter re Water Sharing Plans improvement • NSW Farmers Letter of Support with and commitment to their Disaster Ready Project. • FAGs update letter to Membership • Invitations for meetings with CMA leaders and CMA meetings to Prime Minister Anthony Albanese, Federal Local Government Ministers McBain and King, Treasurer Chalmers, Shadow Treasurer Taylor, the Australian Nationals Leader Mr. Littleproud, Opposition Leader Mr. Peter Dutton and Shadow Australian Local Government Minister Darren Chester MP. • Letter of support to Mr. Steve Loane • Two letters to Cootamundra-Gundagai Regional Council regarding their issues. 	<ul style="list-style-type: none"> • Central West JO request to join • RDA Riverina – skilled migration State DAMA opposition • IPART meeting acceptance • Nambucca Valley Council request to join • FarmLink thank you letter • Lake Macquarie City Council request to join • United Way Australia thanked the CMA for our support for the Dolly Parton’s Imagination Library program. They have their funding continued. • The NSW Treasurer the Hon Daniel Mookhey MLC declined to speak at our 28 March meeting, with apologies. Will be invited to a future meeting. • The Pharmacy Guild of Australia offered to host CMA representatives at a National Press Club event with Bob Katter MP presenting. • “Code of Conduct” concerns, particularly banning closed pre-meeting briefings, and

<ul style="list-style-type: none"> • Letter of support for Royal Far West to Treasurer Chalmers • Darriea Turley AM, Former LGNSW President • Jill Ludford PSM Chief Executive - Murrumbidgee Local Health District • NSW Attorney General The Hon. Michael Daley MP, invitation to 8 August CMA meeting • NSW Police Minister the Hon. Yasmin Catley MP, invitation to 8 August CMA meeting • Deputy Police Commissioner Paul Pisanos, invitation to 8 August CMA meeting • Invitation to the LGNSW (Regional) Board to attend the 27 March CMA dinner function • Invitation to Minister for Roads, and Minister for Regional Transport, the Hon. Jenny Aitchison for the 12 June meeting in Orange. • Invitation to Minister for Health, Minister for Regional Health the Hon. Ryan Park for the 9 May meeting. • 27/28 March Invitations to Local Government Minister the Hon. Ron Hoenig MP, TCorp, NSW Treasurer Mookhey, NSW Finance Minister Houssos, Auditor General Bola Oyetunji, Electoral Commissioner Rachel McCallum, Chair of IPART, Ms. Carmel Donnelly PSM, NSW Grants Commission Chair Linda Scott 	<p>councillor or public penalties for improper behaviour - from Mid-Western Regional Council Mayor Des Kennedy</p> <ul style="list-style-type: none"> • Lake Macquarie City Council requested a deadline for their written request to join the CMA, in order to make it onto the March agenda. The end of February was given. • Cootamundra-Gundagai Regional Council Re: Health in Rural, Remote and Regional Communities [attached] • Emergency Services Minister the Hon. Jihad Dib MP thanked the CMA for our support of his decision to amend policy, enabling farmers to fight fires on or near their land, with water on their properties. He will be invited to other dates. • Blayney Shire Council General Manager Mr Mark Dicker provided additional insights in response to the CMA FAGs - restore the 1% media release [attached]. • Royal Far West was grateful for the CMA's letter of support for their Federal Budget submission, which was sent to the Treasurer and key members of the Opposition. • Brief unable to attend responses to 28 March invites were received from the Prime Minister, Mr. David Littleproud, Treasurer Chalmers, Mr. Angus Taylor and Ministers for Local Government King and McBain.
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Media Releases

[Australian Government interim report sparks hope for NSW Country Mayors](#)

[NSW COUNTRY MAYORS WELCOME REPRIEVE ON BANK CLOSURES](#)

[COUNTRY MAYORS SEEK RESTORATION OF COMMONWEALTH FUNDING](#)

[Country Mayors welcome Police Minister Engagement](#)

[Country Mayors commend outgoing LGNSW President](#)

[Country Mayors respond to demand](#)

[Country Mayors endorse opposition to Planning Piracy](#)

[NSW Country Mayors' new leadership](#)

6. Reports

Update from ALGA President Mayor Matt Burnett

Update from President of LGNSW – Mayor Phyllis Miller OAM

Update from CMA Chairman Mayor Rick Firman OAM

Policy Advisor's Report – Mrs. Julie Briggs

Financial Report (CMA) – CMA Secretary Ms. Melissa Boxall

Recommendation: that the Reports be received and noted

Recommendation: that the recommendations contained in the Policy Advisor's Report be adopted.

Moved by Mayor Cadwallader. Seconded by Mayor Fitzpatrick. Carried unanimously.

7. Business with notice

a) Membership:

Four new councils have made application to become full financial members of the CMA. There is one Associate Member application, coming from the Central NSW JO.

Executive Board Recommendation: That Port Macquarie-Hastings Council, Balranald Shire Council, Lake Macquarie City Council and Nambucca Valley Council be endorsed as new members of the CMA. Further, that the Central NSW JO be endorsed as an Associate Member.

Newly endorsed members to be presented with CMA badges (if present).

Mayor Fitzpatrick (Bega Valley Shire) moved. Mayor Moore (Singleton Council) seconded. Carried unanimously.

- b) **Executive Board Recommendation:** That the CMA Membership support the Executive Board's endorsement of the 17 recommendations from the *"NSW Inquiry into the ability of local governments to fund infrastructure and services"*. Further, that the CMA advocate for their expeditious implementation.
Mayor Dight (Inverell Shire) moved. Mayor Webb (Tamworth Regional Council) seconded. Carried unanimously.
- c) **Executive Board Recommendation:** That the Constitution be amended to enable the Executive to accept new member applications, with member endorsement at the next general meeting.
Mayor Cadwallader (Ballina Shire) moved. Mayor Moore seconded. Carried unanimously.
- d) **Executive Board Recommendation:** That the Membership endorse the Executive Board's determination that the CMA submission to 2024 Local Government Financial Sustainability Inquiry be considered the CMA's position regarding FAGs and the return to 1%. Further, that the CMA supports ALGA's campaign: ["Put Our Communities First"](#).
Note: The CMA Executive Board resolved at their most recent meeting to write to all Federal political parties, asking for their position on FAGs and outlining CMA's.
Mayor Moore moved. Mayor Dight seconded. Carried unanimously.
- e) **Executive Board Recommendation:** That the Membership endorse the Board's appointment of a trial Policy Advisor (Submissions etc), for 7.5 hours per week until 30 November, 2025. And Further, that the Board revise the roles of Secretariat and Policy Advisor and report back to Members in due course.
NB: The 7.5 Hours were initially allocated to extend the Secretariat role. Therefore the role is at no extra cost to Members.
Mayor Moore moved. Mayor Ham (Snowy Valleys Council) seconded. Carried unanimously.
- f) **Executive Board Recommendation:** That the membership endorse the Executive Board's decision to support the existing Orana DAMA (Designated Area Migration Agreement) under the operation of RDAs. Further that, as per the request from RDA Riverina, the CMA writes to both the NSW Minister for Skills, The Hon Steve Whan, MP and Federal Assistant Minister for Immigration, The Hon Matt Thistlethwaite MP, requesting that they keep the Orana DAMA as an inland DAMA in NSW under RDA operation, and support the geographical expansion to include Far West and Northern Inland RDAs.
Mayor Weston (Leeton Shire) moved. Mayor McCallister (Cootamundra-Gundagai Regional Council) seconded. Carried unanimously.
- g) **Member Recommendation:** That the CMA write urgently to the NSW Government and the NSW Grants Commission to immediately review and overhaul the current methodology for the distribution of the Financial Assistance Grants from the Federal Government, as required under the legislation – Local Government (Financial Assistance) Act 1995 (Commonwealth), to ensure the principles of Horizontal Fiscal Equalization as

highlighted in the Act, are correctly applied in NSW and that the funds are distributed to those Councils that need it the most. (from Dungog Shire Council)

Mayor Rayward (Dungog Shire) moved. Mayor Mulholland (Kyogle Council) seconded. Carried unanimously.

- h) **Member Recommendation:** That the CMA support and advocate to the NSW Government for the expansion of a pig bounty trial(from Lachlan Shire). Mayor Medcalf (Lachlan Shire). Mayor Mulholland seconded. Carried unanimously.

Urgent business without notice

Nil

Meeting closes approximately 1pm

The next CMA meeting is scheduled for 9 May 2025 in the Theatrette, NSW Parliament, Sydney. The theme will be Health and the meeting will feature Minister for Health, Minister for Regional Health the Hon. Ryan Park.

The Regional meeting will be hosted by Orange City Council on 11/12 June. It will have a Regional Roads and Transport theme and will feature Minister for Roads, and Minister for Regional Transport, the Hon. Jenny Aitchison.

NOTE:

CMA Merchandise will be on sale in the foyer of the Theatrette.

It would save time if you brought cash. The prices are:

❖ CMA Pen	\$10
❖ CMA Lapel Pin	\$10
❖ CMA Tie	\$35
❖ CMA Scarf	\$70

CASTLEREAGH MACQUARIE COUNTY COUNCIL MINUTES

**MINUTES OF THE MEETING OF THE CASTLEREAGH MACQUARIE COUNTY COUNCIL
HELD AT COONAMBLE SHIRE COUNCIL CHAMBERS, COONAMBLE ON MONDAY 28th
APRIL 2025 COMMENCING AT 11:00AM**

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

ABSENT: Member D Bell, Member M Cooke and Member G Rummery

STAFF MEMBERS: M. Urquhart (General Manager), A. Fletcher (Senior Biosecurity Officer)

WELCOME: Meeting was opened at 11:00am 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 M Cooke and Member G Rummery is accepted and a leave of absence is granted.

Moved: Member Kinsey

Seconded: Member Fisher

Carried

DECLARATIONS OF INTEREST- Nil

02/25/02 Minutes of Ordinary Council Meeting – 24th February 2025

Resolved:

That the minutes of the ordinary Council meeting held 24th February 2025, having been circulated be confirmed as a true and accurate record of that meeting.

Moved: Member Holcombe

Seconded: Member Kinsey

Carried

02/25/03 Reports of Committees**Recommendation:**

That the reports of Macquarie and Lachlan Valleys Weeds Committee, North West Regional Weeds Officers Meeting, Parthenium Situation Reports and Western Regional Weed Committee be received and noted.

Moved: Member Whiteley

Seconded: Member Garnsey

02/25/04 Council's Decision Action Report – April 2025**Resolved:**

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

Moved: Member Holcombe

Seconded: Member Fisher

Carried

02/25/05 Circulars Received from the NSW Office of Local**Resolved:**

That the information contained in the following Departmental circulars 25-03 to 25-04 from the Local Government Division Department of Premier and Cabinet be received and noted.

Moved: Member Peart

Seconded: Member Garnsey

Carried

02/25/06 Cash and Investment Report – 28th February and 31st March 2025**Resolved:**

That the investment report for 28th February 2025 and 31st March 2025 be received and noted.

Moved: Member Garnsey

Seconded: Member Kinsey

Carried

02/25/07 Adoption of Organisation Structure**Resolved:**

That council receives and adopts the Organisation Structure as presented.

Moved: Member Whiteley

Seconded: Member Garnsey

Carried

02/25/08 Pecuniary Interest Returns – New Members**Resolved:**

That the General Managers report be received and noted, with the exception of Member G Rummer's return to be tabled at the June 2025

Moved: Member Fisher

Seconded: Member Holcombe

Carried

05/25/09 Delegation of Authority By Council To General Manager**Recommendation:**

1. Pursuant to section 377 of the Local Government Act 1993, delegate to the position of General Manager the functions conferred or imposed on Council by or under the *Local Government Act 1993*, that are capable of being delegated to that position
2. Pursuant to section 375 of the *Biosecurity Act 2015*, delegate to the position of General Manager the functions conferred or imposed on Council as a local control authority by or under the *Biosecurity Act 2015*.
3. Delegate to the position of General Manager the functions conferred or imposed on Council by or under any other Act or law, that are capable of being delegated to that position.
4. That Council's Delegation Register be noted

Moved: Member Peart

Seconded: Member Kinsey

02/25/10 Adoption of Model Code of Conduct

Resolved:

That:

- (a) Council receives the Model Code of Conduct document
- (b) The Code of Conduct be placed on public exhibition for a period of 28 days calling for comment from the public.

Moved: Member Garnsey

Seconded: Member Fisher

Carried

02/25/11 Adoption Of Model Code Of Meeting Practice

Recommendation:

That:

- (a) Council receives the Model Code of Meeting Practice document.
- (b) The Code of Meeting Practice be placed in public exhibition for a period of 28 days calling for comment from the public.

Moved: Member Holcombe

Seconded: Member Garnsey

02/25/12 Third Quarter Operational Plan for 2024/2025

Recommendation:

Council accepts the progress made on the 2024/2025 Operational Plan as at 31st March 2025.

Moved: Member Fisher

Seconded: Member Garnsey

02/25/13 Quarterly budget review statement – March 2025

Recommendation:

That Council adopt the attached Quarterly Budget Review Statement for 31st March 2025 as tabled.

Moved: Member Whiteley

Seconded: Member Holcombe

02/25/14 New Policies

Recommendation:

That;

- (a) That the report be received.
- (b) Council adopts the following policies;
 - (a) Grievance
 - (b) Modern Slavery
 - (c) Complaints Management
 - (d) Fraud & Corruption
 - (e) Gifts, Benefits & Bribes

Moved: Member Garnsey

Seconded: Member Kinsey

02/25/15 Important Dates for Members - Upcoming Meetings & Events

Recommendation:

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

Moved: Member Peart

Seconded: Member Fisher

02/25/16 Draft Operational Place 2025/26, Delivery Program 25/26 to 28/29, Long Term Financial Plan 25/26 to 34/35, Business Activity Strategic Plan 25/26 to 34/35, Asset Management Plan 22/26 to 34/35 and Workforce Strategy 25/26 to 28/29.

Recommendation:

That Council after having considered the Draft Operation Plan for 2025/26, Delivery Program 25/26 to 28/29, Long Term Financial Plan 25/26 to 34/35, Business Activity Strategic Plan 25/26 to 34/35, Asset Management Place 22/26 to 34/35 and Workforce Strategy 25/26 to 28/29, be placed on public exhibition for a period of 28 days from the 5th May 2025 until 4:30pm on 1st June 2025, inviting submission from the public during this time.

Moved: Member Whiteley

Seconded: Member Fisher

0/25/17 Quarterly Biosecurity Report

Resolved:

That the report be received and noted.

Moved: Member Garnsey

Seconded: Member Kinsey

Carried

Date of the next CMCC Council Meeting to be Monday 23rd June 2025 in Coonamble

Close of Meeting

The meeting closed at 11:45am

Chairman

General Manager