

BUSINESS PAPER

ORDINARY MEETING

THURSDAY 28TH MARCH 2024

WARREN SHIRE COUNCIL

AGENDA - ORDINARY COUNCIL MEETING

28th March 2024 commencing at 8.30 am

1. OPENING OF MEETING

2. ACKNOWLEDGEMENT OF COUNTRY

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

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

4. CONFIRMATION OF MINUTES

Ordinary Meeting held on Thursday, 22nd February 2024.

5. DISCLOSURES OF INTERESTS

6. MAYORAL MINUTE(S)

Nil.

7. REPORTS OF COMMITTEES

Meeting of the Water and Sewerage Committee held on
Tuesday, 5th March 2024 (C14-3.24)

Meeting of the Showground/Racecourse Committee held on
Tuesday, 5th March 2024 (C14-3.2)

Meeting of the Airport Operations Committee held on
Wednesday, 6th March 2024 (C14-3.12)

Meeting of the Internal Audit and Risk Management Committee held on
Wednesday, 6th March 2024 (A1-3.1)

Meeting of the Roads Committee held on
Monday, 18th March 2024 (C14-3.28)

Meeting of the Plant Committee held on
Monday, 18th March 2024 (C14-3.8)

Meeting of Manex held on Tuesday, 19th March 2024 (C14-3.4)

8. REPORTS OF DELEGATES

Item 1	Meeting of the Warren Interagency Support Services held on Thursday, 15th February 2024	(C3-9)
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9. REPORTS TO COUNCIL**POLICY**

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

Item 1	Outstanding Reports Checklist (C14-7.4)	Page 1
Item 2	Committee/Delegates Meetings (C14-2)	Page 20
Item 3	Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1) .	Page 22
Item 4	2024 Local Roads Congress – IPWEA (NSW) (R4-13.2)	Page 38

REPORTS OF THE DIVISIONAL MANAGER FINANCE AND ADMINISTRATION

Item 1	Réconciliation Certificate – February 2024 (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

Item 1	Works Progress Reports – Roads (C14-7.2)	Page 1
Item 2	Works Progress Reports – Town Services (C14-7.2)	Page 19
Item 3	Works Progress Reports – Fleet/Workshop (C14-7.2)	Page 41

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

Nil.

13. CONCLUSION OF MEETING

14. PRESENTATIONS

Nil.

WATER AND SEWERAGE COMMITTEE

Attached are the Minutes of the Meeting of the Water and Sewerage Committee held on Tuesday, 5th March 2024.

RECOMMENDATION:

That the Minutes of the Meeting of the Water and Sewerage Committee held on Tuesday, 5th March 2024 be received and noted and the following recommendations be adopted.

ITEM 6.1 WARREN SHIRE COUNCIL IWCM STRATEGY DOCUMENT (W1-1, W2-1,W3-1,W4-1,S5-1)

That:

2. Subject to funding approval by DCCEEW, Council proceed with the development of the Integrated Water Cycle Management (IWCM) Strategic planning document as per the NSW Public Works proposal; and
3. Council approve up to \$60,000 be provided as its contribution to the development of the IWCM Strategic planning document.

ITEM 6.2 WARREN SHIRE COUNCIL DROUGHT PREPAREDNESS (W1-1, W2-1, W3-1, W4-1, S5-1)

2. Council monitor drought conditions, review water restrictions imposed by neighbouring Councils on the Macquarie River and impose water restrictions as required.

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Tuesday 5th March 2024 commencing at 2.00 pm

PRESENT:

Councillor Noel Kinsey (Chair)

Gary Woodman (General Manager)

Sylvester Otieno (Divisional Manager Engineering Services)

Bradley Pascoe (Divisional Manager Finance & Administration)

Raymond Burns (Town Services Manager)

Angie Tegart (Minute Taker)

ITEM 1 ELECTION OF CHAIRPERSON

Councillor Noel Kinsey was nominated and accepted the role of Chairperson of the Water and Sewerage Committee.

ITEM 2 APOLOGIES

Apologies were received from Councillor Jo Van Eldonk and Councillor Andrew Brewer who were absent due to external commitments, and it was **MOVED** Woodman/Burns that a leave of absence be granted for this meeting.

Carried

ITEM 3 CONFIRMATION OF MINUTES OF THE MEETING HELD ON THURSDAY 23RD NOVEMBER 2023

MOVED Burns/Otieno that the Minutes of the Meeting held on Thursday 23rd November 2023 be accepted as true and correct record of that meeting.

Carried

ITEM 4 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON THURSDAY 23RD NOVEMBER 2023

Nil.

ITEM 5 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Water and Sewerage Committee Meeting
held in Council's Community Room, 115 Dubbo Street, Warren,
on Tuesday 5th March 2024 commencing at 2.00 pm

ITEM 6 REPORTS

ITEM 6.1 WARREN SHIRE COUNCIL IWCM STRATEGY DOCUMENT

(W1-1, W2-1, W3-1, W4-1, S5-1)

RECOMMENDATION TO COUNCIL:

MOVED Woodman/Kinsey that:

1. The information be received and noted;
2. Subject to funding approval by DCCEEW, Council proceed with the development of the Integrated Water Cycle Management (IWCM) Strategic planning document as per the NSW Public Works proposal; and
3. Council approve up to \$60,000 be provided as its contribution to the development of the IWCM Strategic planning document.

Carried

ITEM 6.2 WARREN SHIRE COUNCIL DROUGHT PREPAREDNESS

(W1-1, W2-1, W3-1, W4-1, S5-1)

RECOMMENDATION TO COUNCIL:

MOVED Woodman/Otieno that:

1. The information be received and noted; and
2. Council monitor drought conditions, review water restrictions imposed by neighbouring Councils on the Macquarie River and impose water restrictions as required.

Carried

ITEM 7 GENERAL BUSINESS

ITEM 7.1 SAFE AND SECURE FUNDING PROGRAM FOR 2024/2025

(W2-1)

- 2024/2025 Estimates will consider a 90% funded at least 2.5ML standpipe bore water reservoir at Bore Flat at an estimated cost of \$3 million.
 - Loan requirements for Council Contribution will need to be determined if required; and
 - Feasibility/Options Report is required and is being funded in the 2023/2024 Budget which will put pressure on the available funds (approximately \$30,000), this will then allow for funding at 90% in 2024/2025 of the complete project.
-

ITEM 8 DATE OF NEXT MEETING

- 11 am, 5th June 2024.

There being no further business the meeting closed at 3.07 pm.

SHOWGROUND/RACECOURSE COMMITTEE

Attached are Minutes of the Meeting of the Warren Showground/Racecourse Committee held on Tuesday, 5th March 2024.

RECOMMENDATION:

That the Minutes of the Meeting of the Showground/Racecourse Committee held on Tuesday, 5th March 2024 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, 5th March 2024 commencing at 5.34pm

ATTENDANCE:

Councillor Greg Whiteley	Warren Shire Council (Acting Chair)
Councillor Dirk McCloskey	Warren Shire Council
Mark Beach	Community Representative
David Dwyer	Polocrosse
Paul Quigley	Warren Campdraft
Jo O'Brien	Central West Adult Riding Club
Matt Colwell	Warren Jockey Club
Nicole Mackay	Warren Jockey Club
Andrew Stephens	Warren Show Association
Gary Woodman	General Manager
Maryanne Stephens	Manager Health and Development Services
Sylvester Otieno	Divisional Manager Engineering Services
Raymond Burns	Town Services Manager
Darren Walton	Town Services Overseer

With the Chairperson absent, Councillor Greg Whitely was nominated and accepted the position of Acting Chair.

ITEM 1 APOLOGIES

Apologies were tendered on behalf of Councillor Heather Druce and Kevin Noonan and it was **MOVED** McCloskey/Woodman that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried

ITEM 2 MINUTES OF THE MEETING HELD ON 28TH NOVEMBER 2023

MOVED Burns/Beach that the Minutes of the Meeting held on Tuesday 28th November 2023 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON 28TH NOVEMBER 2023

- Harvesting of Queensland Blue Grass was undertaken.
-

ITEM 4 ACTION CHECKLIST

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

Carried

AIRPORT OPERATIONS COMMITTEE

Attached are the Minutes of the meeting of the Airport Operations Committee held on Wednesday, 6th March 2024.

RECOMMENDATION:

That the Minutes of the Meeting of the Airport Operations Committee held on Wednesday, 6th March 2024 be received and noted, and the following recommendation be adopted:

ITEM 5.2 AIRPORT OPERATIONAL MANUAL UPDATE (A2-1)

That:

2. The Draft Aerodrome Manual be implemented on a trial basis with a review to be carried out at the next meeting of the Committee.

INTERNAL AUDIT AND RISK MANAGEMENT COMMITTEE

Attached are the Minutes of the Meeting of the Internal Audit and Risk Management Committee held on Wednesday, 6th March 2024.

RECOMMENDATION:

That the Minutes of the Meeting of the Internal Audit and Risk Management Committee held on Wednesday, 6th March 2024 be received and noted.

WARREN SHIRE COUNCIL

Minutes of the Internal Audit and Risk Management Committee Meeting
held in the General Manager's Office, 115 Dubbo Street, Warren,
on Wednesday 6th March 2024 commencing at 2.05 pm

PRESENT:

Milton Quigley	Mayor (Chair)
Sarah Derrett	Deputy Mayor
Gary Woodman	General Manager
Bradley Pascoe	Divisional Manager Finance & Administration
Vishal (Bobbie) Modi	External Auditor (Nexia Australia – Sydney Office) (via Teams)
Keith Coates	Internal Auditor (Keith Coates Auditing) (via Teams)
Scott Hosking	Work Health Safety/Risk Co-Ordinator (Observer)

ITEM 1 APOLOGIES

Nil.

ITEM 2 CONFIRMATION OF MINUTES OF MEETING HELD ON WEDNESDAY, 22ND NOVEMBER 2023

MOVED Derrett/Quigley that the Minutes of the Internal Audit and Risk Management Committee meeting held on Wednesday, 22nd November 2023 be adopted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM MINUTES OF THE MEETING HELD ON WENDESDAY, 22 NOVEMBER 2023

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Internal Audit and Risk Management Committee Meeting
held in the General Manager's Office, 115 Dubbo Street, Warren,
on Wednesday 6th March 2024 commencing at 2.05 pm

ITEM 5.1 EXTERNAL AUDIT FOR 2022/2023 (A1-4.41, A1-5.41, G4-1.57, G4-1.58)

5.1.1 Engagement Closing Report for the Year Ended 30 June 2023 Warren Shire Council Special Purpose Financial Statement (SPFS) for the Local Roads and Community Infrastructure (LRCI) Program for 2021/2022 and 2022/2023

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

Carried

5.1.2 Independent Auditors Report Audit Opinion – Local Roads and Community Infrastructure Program (Phases 2 and 3) for the year ended 30th June 2022

- Unmodified Audit Opinion; and
- Commonwealth Guidelines may require a separate report only on Phase 2 and Phase 3.

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

Carried

5.1.3 Independent Auditors Report Audit Opinion – Local Roads and Community Infrastructure Program (Phases 3) for the year ended 30th June 2023

- Unmodified Audit Opinion.

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

Carried

5.1.4 Final Management Letter for the year ended 30th June 2023

- Quality and timelines of financial reporting needs to be improved for 2023/2024 Audit;
- Policy reviews need to be undertaken;
- BAS lodgement timing needs to be improved; and
- Non-Rateable properties review evidence to be provided.

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

Carried

WARREN SHIRE COUNCIL

Minutes of the Internal Audit and Risk Management Committee Meeting held in the General Manager's Office, 115 Dubbo Street, Warren, on Wednesday 6th March 2024 commencing at 2.05 pm

ITEM 5.2 INTERNAL AUDITOR – WARREN SHIRE COUNCIL STRATEGIC AUDIT PLAN 2023-2024 STATUS (A1-3)

- Promoting Better Practice Review to be undertaken before June 2024; and
- Civil Asset Construction to be undertaken before June, 2024.

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

Carried

ITEM 5.3 INTERNAL AUDITOR – WARREN SHIRE COUNCIL FOUR (4) YEAR STRATEGIC AUDIT PLAN FROM 2024-2025 (A1-3)

- Will be finalised 11th-13th March 2024 with the Senior Management Team for a four (4) year Plan and then a more detailed 12 month Audit;
- ARIC has to have a four (4) year Strategic Audit Plan and Annual Work Plan;
- Membership of ARIC to be determined;
- Risk Management Plan to be redeveloped; and
- Further reporting will be undertaken to Council;

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

Carried

ITEM 5.4 INTERNAL AUDIT AND RISK MANAGEMENT FRAMEWORK REQUIREMENTS AND COMMITTEE SET-UP DISCUSSION (A1-3.1)

- Will be reported to Council in the near future;
- Finalisation of the Independent Chair and two (2) Independent Members needs to be organised and hopefully a Cluster of Councils; and
- Guidelines are still being finalised by the Office of Local Government.

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

Carried

ITEM 6 GENERAL BUSINESS

- Council's new Audit Office contact is Hong Wee Soh.
-

ITEM 7 DATE OF NEXT MEETING

Subject to renewal of the Committee in accordance with the Guidelines.

There being no further business the meeting closed 2.53 pm.

ROADS COMMITTEE

Attached are the Minutes of the meeting of the Roads Committee held on Monday 18th March 2024.

RECOMMENDATION:

That the Minutes of the Meeting of the Roads Committee held on Monday 18th March 2024 be received and noted and the following recommendation be adopted by Council:

ITEM 5.1 TRAFFIC COUNTER SUMMARY AND TRENDS (F8-9.9)

2. The traffic counter trends information now be provided to the Roads Committee only and the full traffic counter information no longer be provided directly to Council.

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in Council's Community Room at 115 Dubbo Street
Warren on Monday, 18th March 2024 commencing at 2.03pm

PRESENT:

Councillor Greg Whiteley (Chair)

Councillor Noel Kinsey

Councillor Andrew Brewer

Councillor Dirk McCloskey

Gary Woodman (General Manager)

Raymond Egan (Roads Infrastructure Manager)

Sylvester Otieno (Divisional Manager Engineering Services)

Asad Satti (Flood Restoration and Special Projects Manager) (Observer)

Stephen Smith (Roads Overseer) (Observer)

Angie Tegart (Minute Taker)

ITEM 1 APOLOGIES

An apology was received from Councillor Milton Quigley who was absent due to external commitments, and it was **MOVED** Brewer/Kinsey that the apology be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES

MOVED Brewer/Kinsey that the Minutes of the Meeting held on, Tuesday, 21st November 2023 be accepted as a true and correct record of that meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 21st NOVEMBER 2023

Nil.

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5 REPORTS

ITEM 5.1 TRAFFIC COUNTER SUMMARY AND TRENDS

(F8-9.9)

RECOMMENDATION TO COUNCIL

MOVED Brewer/McCloskey That

1. The information be received and noted; and
2. The traffic counter trends information now be provided to the Roads Committee only and the full traffic counter Information no longer be provided directly to Council.

Carried

WARREN SHIRE COUNCIL

Minutes of the Roads Committee

Meeting held in Council's Community Room at 115 Dubbo Street
Warren on Monday, 18th March 2024 commencing at 2.03pm

ITEM 5.2 FLOOD DAMAGE UPDATE (F8-9.5, F8-9.6, F8-9.7, F8-9.8, F8-9.9)

MOVED Kinsey/Brewer that the information be received and noted.

Carried

ITEM 5.3 RMCC CONTRACTOR PERFORMANCE UPDATE (W6-11, W6-11.25, R4-2.2)

MOVED McCloskey/Brewer that the information be received and noted.

Carried

ITEM 6 GENERAL BUSINESS

ITEM 6.1 BOOKA ROADS -LOCATIONS FOR HEAVY REFORMING (R4-1.9)

- Discussions have been held with the owner of "Salisbury" regarding future heavy reforming of the road at this location; and
- Works are on the list subject to other priorities.

ITEM 6.2 CARINDA ROAD, BUCKIINGUY ROAD, LEMONGROVE ROAD, OLD WARREN ROAD -STOCK CONTROL

(R4-1.12, R4-1.65, R4-2.5, R4-1.5)

- Accidents regarding cattle on Old Warren Road, at least (2) accidents;
 - Contact will be made with Local Lands Services for perhaps improved control of stock and enforcement of permits.
-

ITEM 7 NEXT MEETING

2.00pm Tuesday 11th June 2024.

There being no further business the meeting closed at 3.35 PM

WARREN SHIRE COUNCIL
Minutes of the Plant Committee Meeting
held in the Community Room, 115 Dubbo Street Warren
Monday 18th March 2024 commencing at 3:40 pm

PRESENT:

Councillor Andrew Brewer (Chair)
Councillor Greg Whiteley
Councillor Noel Kinsey
Councillor Dirk McCloskey
Gary Woodman (General Manager)
Sylvester Otieno (Divisional Manager Engineering Services)
Bradley Pascoe (Divisional Manager Finance and Administration)
Jason Boyd (Workshop Coordinator)
Ray Egan (Roads Infrastructure Manager) (Observer)
Stephen Smith (Roads Overseer) (Observer)
Angie Tegart (Engineering Services Administration Officer) (Minute Taker)

ITEM 1 APOLOGIES

An apology was received from Jill Murray who was absent due to external commitments, and it was **MOVED** Kinsey/McCloskey that the apologies be accepted, and a leave of absence be granted for this meeting.

Carried

ITEM 2 CONFIRMATION OF MINUTES

MOVED Brewer/Kinsey that the Minutes of the Meeting held on Tuesday, 21st November 2023 be accepted as true and correct record of the meeting.

Carried

ITEM 3 BUSINESS ARISING FROM THE MINUTES OF THE MEETING HELD 21st NOVEMBER 2023

- Niel Earthmoving are organising WHS, Environmental and Mine Safety Management documentation which has delayed operational start probably within mid April 2024.
-

ITEM 4 ACTION CHECKLIST

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

Carried

ITEM 5 FINANCIAL STATEMENT

MOVED McCloskey/Whiteley that the information be received and noted.

Carried

MANEX MINUTES

Attached are the Minutes of the Meeting of Manex Committee held on Tuesday, 19th March 2024.

RECOMMENDATION:

That the Minutes of the Meeting of the Manex Committee held on Tuesday, 19th March 2024 be received and noted.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 19th March 2024 commencing at 2.32 pm

PRESENT:

Gary Woodman	General Manager
Sylvester Otieno	Divisional Manager Engineering Services
Bradley Pascoe	Divisional Manager Finance & Administration
Maryanne Stephens	Manager Health and Development Services
Raymond Burns	Town Services Manager
Joe Joseph	Infrastructure Projects Manager
Ray Egan	Roads Infrastructure Manager
Asad Satti	Flood Restoration and Special Projects Manager
Jody Burtenshaw	EA to the Mayor and General Manager
Susan Balogh	Economic Development and Visitation Manager (Chair)
Scott Hosking	WHS/Risk Co-Ordinator (Observer)

1 APOLOGIES

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

Carried

2 BUSINESS ARISING FROM MINUTES

Nil.

3 ACTION CHECKLIST

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

Carried

4.1 EXECUTIVE OFFICE MATTERS

4.1.1 WOW Agency – Communications and Content (GM)

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

Carried

4.1.2 The Western Plains App Monthly Report (GM)

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, 19th March 2024 commencing at 2.32 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.3 Preparation of the April 2024 Council Newsletter (GM)

Item	Responsible Officer
Registration of Local Contractors on VendorPanel	DMFA, CC
Women of Warren Shire	GM
Staff Profile	GM
Ewenmar Waste Depot Operational Changes	MHD
VIC Volunteer Advertising	EDVM
Project upgrade updates	GM/IPM/DMES/TSM/RIM/FRSPM
Successful Grants	GM/IPM/DMES/TSM
Vacant Positions	Finance Officer – Payroll/HR Officer
CMCC Weed Awareness Section (if available)	CMCC
Showground/Racecourse Amenities Facility	TSM
Regional Council Leak Detection Program	TSM
Lease Warren Airport Terminal Building – Flying School	IPM/GM
Mt Foster Quarry Operations	DMES
ROADS SECTION	
Road Maintenance Construction Program for March/April 2024	DMES/FRSPM/RIM
SH 11 Oxley Highway Heavy Patching Program	DMES/FRSPM/RIM
SR58 Nevertire-Bogan Road Reconstruction	DMES/FRSPM/RIM
Flood Restoration Works	DMES/FRSPM/RIM

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

Carried

4.1.4 Suggestions in the Council Suggestion Boxes (GM)

- Consideration of a Council Employee Wellness Incentive Program.

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 19th March 2024 commencing at 2.32 pm

4.1 EXECUTIVE OFFICE MATTERS

CONTINUED

4.1.5 "How to get the 30-40 year olds to our Community Engagement Discussion" (GM)

- Make the engagements more social;
- Perhaps going to the venues where the 30-40 year olds are;
- Appropriate time frames and relevant to young families;
- Look at sporting clubs;
- Targeting relevant social networks of influencers; and
- Use of online meetings.

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

Carried

4.1.6 Customer Service Charter Warren Shire Council (GM)

- Consider detailing into Council's Complaints Policy;
- All of Council's contact details to be listed;
- An initial blurb on what it is about;
- Check answering calls within 60 seconds;
- Out of hours actions and details; and
- Manex Members were requested to convey any other thoughts to the General Manager by the 5th April 2024.

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

Carried

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.1 Warren Shire Council Contract Register (DMFA)

A review of the Contract Register to be provided to the next meeting.

4.2.2 Grants Register (GM, DMFA)

The General Manager has prepared an initial Grants Register as detailed in the table below. This will now be updated and reported monthly to Manex by the Divisional Manager Finance & Administration and the Treasurer.

Managers need to know the income arrangements/reporting requirements and to take action for income.

WARREN SHIRE COUNCIL
 Minutes of the Manex Committee Meeting
 held in Council's Community Room on
 Tuesday, 19th March 2024 commencing at 2.32 pm

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.2 Grants Register (GM, DMFA)

Continued

Grant	Actions
SH 11 Oxley Highway Heavy Patching	Facilitate a claim for works to date, keep SMT informed (FRSPM/DMES)
SH 11 Oxley Highway Five Mile Cowal	Check status of payment for works and facilitate if necessary (\$249,905), keep SMT informed (FRSPM/DMES)
SH 11 Oxley Highway Ewenmar and Tiger Bay Linemarking	Check status of payment for works and facilitate if necessary (\$21,590), keep SMT informed (FRSPM/DMES)
SH 11 Oxley Highway RMAP Activities	Check status of payment for works for Quarter 1 (September 2023 - \$50,551) and Quarter 2 (December 2023 - \$67,437.84), keep SMT informed (FRSPM/DMES)
AGRN 987 November 2021 Emergency Works	Check status of payment for works and facilitate if necessary (\$475,945), keep SMT informed (FRSPM/DMES)
AGRN 987 November 2021 Immediate Reconstruction Works	Check status of payment for works and facilitate if necessary (\$241,591), keep SMT informed (FRSPM/DMES)
AGRN 1025 June 2022 Immediate Reconstruction Works (Ellengerah Road)	Check status of payment for works and facilitate if necessary (\$323,610), keep SMT informed (FRSPM/DMES)
AGRN 1034 September 2022 Essential Public Asset Immediate Reconstruction Works	Claim to be prepared and lodged with Transport for NSW, then facilitate payment as soon as possible, keep SMT informed (less than \$899,965) (FRSPM/DMES)
AGRN 1034 September 2022 Emergency Work	Provide SMT a copy of the claim that has been lodged with Transport for NSW, follow-up claim, check status of payment and facilitate if necessary (\$991,672) (FRSPM/DMES)
AGRN 1034 September 2022 Essential Public Asset Reconstruction Work	Provide SMT a copy of the final submission, follow-up with Transport for NSW on status of assessment, report to SMT (\$10,925,184) (FRSPM/DMES)
AGRN 960 March 2021 Emergency Work	Check status of payment for works and facilitate if necessary (\$462,000), keep SMT informed (FRSPM/DMES)
AGRN 960 March 2021 Essential Public Asset Reconstruction Work Package 2	Dragon Cowal Causeway Reconstruction (\$349,686) – Arrange for provision of claim for payment as soon as possible to at least expenditure to date (\$327,985.42 as of 14th March

WARREN SHIRE COUNCIL
Minutes of the Manex Committee Meeting
held in Council's Community Room on
Tuesday, 19th March 2024 commencing at 2.32 pm

4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.2 Grants Register (GM, DMFA)

Continued

Grant	Actions
	2024), provide a copy of the claim to SMT, follow-up with Transport for NSW for earliest payment. (FRSPM/DMES)
AGRN 960 March 2021 Essential Public Asset Reconstruction Works Package 1 (\$619,162.88) – Regional Roads	Arrange for provision of claim for payment as soon as possible (\$619,162.88) provide a copy of the claim to SMT, follow-up with Transport for NSW for earliest payment, keep SMT informed. (FRSPM/DMES)
AGRN 960 March 2021 Essential Public Asset Reconstruction Works Package 1 (\$1,252,622.95) Local Roads	Arrange for provision of claim for payment as soon as possible to at least the expenditure to date (\$1,038,555.53 as of 18th March 2024 Roads Committee Meeting), provide a copy of the claim to SMT, follow-up with Transport for NSW for earliest payment and repeat again after 31st March 2024 when works are complete, keep SMT informed. (FRSPM/DMES)
Disaster Risk Reallocation Fund Merrigal Road (Dragon Cowal) Project (\$300,000)	Follow-up payment of all Milestones and facilitate as necessary, keep SMT informed. (DMES)
Bushfire Hazard Reduction Works for 2023/2024 (Shire Roads, Regional Roads and APZ Council Facilities) (\$326,404.75)	Provide necessary quarterly reports and claims for payment for work to date (\$59,649 as of 14th March 2024), keep SMT informed. (TREAS/DMFA)
2023/2024 Roads to Recovery Program (\$655,258)	Provide necessary quarterly reports and claims for payment (\$655,258 complete), keep SMT informed. (TREAS/DMFA)
RR7515 Warren Road Reconstruction (ROSI, Fixing Country Roads) (\$3,677,377)	Arrange for a further provision of claim for payment through Coonamble Shire Council to at least the expenditure to date (\$3,648,396 as of 14th March 2024), follow-up payment with Coonamble Shire council, provide a copy of the claim to SMT, facilitate earliest payment, keep SMT informed. (DMES)
Local Roads and Community Infrastructure Phase 1 (\$655,250)	Follow-up final report and claim with Commonwealth Government for final payment (\$327,629), facilitate what is necessary to get payment as soon as possible, report to SMT. (DMES/DMFA)
Local Roads and Community Infrastructure Phase 2 (\$507,734)	Follow-up final report and claim with Commonwealth Government for final payment (\$253,867), facilitate what is necessary to get payment as soon as possible, report to SMT (DMES / DMFA)

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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.2 Grants Register (GM, DMFA)

Continued

Grant	Actions
Local Roads and community Infrastructure Phase 3 (\$1,310,516)	Facilitate quarterly reports and arrange claim for payment for expenditure over what has currently been paid (\$655,258), facilitate what is necessary to get payment as soon as possible, report to SMT (MHD / DMFA)
Local Roads and Community Infrastructure Phase 4A and Phase 4B (\$1,033,225)	Facilitate quarterly reports and arrange claim for payment for expenditure to date, check and report to SMT on actual payments to date by the Commonwealth Government, facilitate what is necessary to get payment as soon as possible, report to SMT (IPM / DMFA)
Commonwealth Bridge Renewal Program (\$3,883,200) and Fixing Country Roads Program Round 6 (2022) (\$1,126,800) RR7515 Warren Road Bridge Replacement (Newe Park and Marthaguy Creek Bridges) (Total \$5,010,000)	Facilitate monthly reports and arrange claims for payment at least to expenditure to date (\$247,574 as of 14th March 2024), report to SMT Milestones (Commonwealth), progressively for FCRP6 (DMES / DMFA)
Community Local Infrastructure Recovery Package 2022 Community Assets Program (CAP) – 070 (\$191,511)	Arrange necessary reporting and claims for payment at least to expenditure to date (\$9,457 as of 14th March 2024), keep SMT informed. By Milestones (1 - \$114,906) (2 - \$76,604.40) (TSM / RIM / DMES)
Regional Leakage Reduction Program - Local Water Utilities Project (\$174,742 - \$150,000 DPE Grant)	Arrange necessary reporting and claims for payment at least to expenditure to date (\$83,271 as of 11th March 2024), keep SMT informed (TSM/ DMES)
Bore Flat Groundwater Augmentation (Chlorine, etc) (\$1M) (\$425,000 owing)	Facilitate what is necessary to finalise works and make claim for final payment, keep SMT informed (4 Milestones to be paid 7,8,9,10) (TSM / DMES)
AGRN 1034 September 2022 Waste and Garbage Depot Emergency Operations Works (\$121,380.96)	Check status of payment for works and follow-up as necessary to facilitate payment, report to SMT (MHD)
AGRN 1034 September 2022 Ewenmar Waste Depot Access Road Restoration (EPA RW)	Arrange finalisation of assessment and estimate (expect \$210,000) and submit 306 Form and claim, keep SMT informed (MHD / RIM/ FRSPM)
Drought Stimulus Package Funding RNIG2 – 004 NSW DPIE Warren Airport Upgrade (\$2,370,000)	Following completion of necessary terminal building and drainage works finalise report and claims relevant to Milestone 5 (\$592,500) and Milestone 6 (\$355,500) (Total \$948,000), keep SMT informed (IPM / DMFA)

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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.2 Grants Register (GM, DMFA)

Continued

Grant	Actions
Stronger Country Communities Fund Round 4 (\$671,000) Change Rooms and Amenities Block at Carter Oval Youth Sports Precinct	Finalise necessary works, arrange claim for payment over what has been currently paid (\$469,700), keep SMT informed (IPM / DMFA)
Doorways to an Open-Air-Library Project (\$315,723)	Arrange for necessary reporting and claim for payment for grant over and above grant amount paid to date, keep SMT informed (LIB / IPM / DMFA)
NSW Severe Weather and Flood Grant for AGRN 1025 (\$1,000,000 - \$887,500 for levee rehabilitation project, \$112,500 Macquarie Park Soft Fall)	Follow-up with OLG for final project approval, keep SMT informed (IPM / TSM / DMES / GM)
NSW Environmental Trust Landfill Consolidation Stream 2 Grants Program Waste Less, Recycle More Ewenmar Waste Depot Transfer Facility (\$155,655) plus \$100,000 from Waste Reserves	Finalise necessary works, check status of payments, follow-up as necessary payments of grants and facilitate, report to SMT (MHD / TSM / DMES)
Stronger Country, Communities Fund Round 5 (\$856,903) Warren War Memorial Swimming Pool Kiosk and Amenities Building.	Payments to date \$685,522.40. Facilitate necessary work to allow payment of other Milestones, keep SMT informed (IPM)
Office of Sport – Female Friendly Community Sports Facilities and Lighting Upgrades Grant Program – Victoria Park Precinct New Female Amenities (\$500,000)	Payment to date \$100,000. Facilitate necessary works to allow payment of other Milestones, keep SMT informed (WSCCM / IPM)
SR58 Nevertire – Bogan Road Reconstruction Fixing Local Roads Round 4 (\$2,797,380.56) / Local Roads and Community Infrastructure Phase 3 (\$699,354.14)	Facilitate necessary works to allow payment, keep SMT informed (DMES / RIM / MHD)
SR83 Rifle Range Road Intersection Construction Local Roads and Community Infrastructure Phase 3 (\$176,814.86)	Facilitate necessary works to allow payment, keep SMT informed (DMES / RIM / MHD)
AGRN 987 November 2021 Flood Emergency Levee Works (\$173,456.91).	Payment to date \$73,012.03. Continue work to obtain further reimbursement (GM / TSM)
ARGN 1034 September 2022 Flood Emergency Levee Works (\$757,745.33)	Continue work to obtain reimbursement (GM / TSM)

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

Carried

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4.2 FINANCE & ADMINISTRATION DEPARTMENT MATTERS

4.2.3 2024/2025 Operational Plan and Estimates (GM, DMFA)

Estimates sheets have been provided to the Divisional Manager Finance & Administration.

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

Carried

4.2.4 Records File Index Usage (GM)

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

Carried

4.3 ENGINEERING DEPARTMENT MATTERS

4.3.1 Warren Shire Council March 2021 Flood and Storm Damage Claim (AGRN 960) (DMES/FRSPM)

Event	Subcategory	Estimate	Status
AGRN 960	EW	\$462,000	Works completed and claimed.
AGRN 960	EPA RW	\$1,871,786 – Package 1 \$349,686 – Package 2	Submission approved. Package 1 work is ongoing. Package 2 is co-funded by an additional \$300,000 betterment under the DRRF program. Work is in final phase.

- The Divisional Manager Engineering Services advised that the following roads have been commenced; SR25 Cullemburrawang Road, SR24 Hatton Road. SR31 Pigeonbah Lane, SR30 Wonbobbie Lane and SR10 Killaloo Lane, SR93 Yarrandale Road, SR50 Christies Lane, SR40 Merrigal Road, SR20 Nellievale Road, SR16 Notts Lane, SR9 Booka Road, SR4 Sullivans Road, SR5 Buckiinguy Road; SR27 Bullagreen Lane, SR43 Armatree Road, SR11 Catons Lane, SR17 Lamphs Road, SR37 Collie Road, SR58 Nevertire-Bogan Road and SR61 Elsinore Road.
- Dragon Cowal causeway is completed and approaches have been progressed.
- AGRN 960 March 2021 EPA RW Essential Public Asset Reconstruction Work – need to apply for our extension from March 2024 for at least 6 months or more if possible (both Commonwealth Government and the State Government (Transport for NSW)) (FRSPM).

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4.3 ENGINEERING DEPARTMENT MATTERS

4.3.2 Warren Shire Council November 2021 to December 2022 Flood and Storm Damage Claim (AGRN 987 / 1025 / 1030 / 1034) (DMES/FRSPM)

Event	Subcategory	Estimate	Status
AGRN 987	EW	\$475,945	Works completed and claimed.
AGRN 987	IRW	\$241,591	Works completed and claimed.
AGRN 987	EPA RW	N/A	Submission has been lodged as part of AGRN 1034 EPA RW Submission 01 Rev. C.
AGRN 1025	IRW	\$323,610	Works on Ellengerah Road. Completed. Claim submitted.
AGRN 1030	N/A	N/A	Event was overlapped by AGRN 1034
AGRN 1034	EW	\$991,672	Works completed. Claim submitted.
AGRN 1034	IRW	\$899,965*	Claim being prepared.
AGRN 1034	EPA RW	\$10,925,183.92	Submission 01 Rev. C lodged includes AGRN 1034 IRW (that was not complete) and AGRN 987 EPA-RW and has been submitted.

* This amount may vary, amount being finalised.

Table Legend

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

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

- 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 28th February 2023. Currently only \$73,000 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.
- AGRN 1034 Package has been submitted. Plus extras for AGRN 987 perhaps.

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4.3 ENGINEERING DEPARTMENT MATTERS

CONTINUED

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

Project	Budget	Resp	Comments
Five Mile Cowal	\$249,905	FRSPM	Works completed & claim submitted
Ewenmar & Tiger Bay Line marking	\$21,590	FRSPM	Works completed & claim submitted
Tenandra Clear zone Tree trimming & CAMs Installation	\$50,140	FRSPM	Works completed & claim submitted
Heavy Patching	\$1,417,170.60	FRSPM	52 patches to be completed. 32 patches completed. Work in Progress
Milawa Pavement Rehabilitation	\$2,299,500 (Approx)	FRSPM	G1 received. Ensuite meeting conducted. Final scoping is in progress by TfNSW.
RMAP Activities	\$244,106	FRSPM	Quarter 1: \$50,551 (Claim submitted) Quarter 2: \$67,437.84 (Claim submitted)

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

Carried

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

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

Carried

4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

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

The Manager Health and Development Services and the Flood Restoration and Special Projects Manager to arrange to meet for the completion of the AGRN 1034 Ewenmar Waste Depot Access Road restoration 306 claim form.

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

Carried

WARREN SHIRE COUNCIL
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4.4 HEALTH & DEVELOPMENT DEPARTMENT MATTERS

4.4.2 Sustainability Reporting (MHD) (G2-5.4)

To be reported to a future Manex Meeting.

4.5 WORK HEALTH & SAFETY RISK MATTERS

4.5.1 Staff Influenza Vaccination Arrangements for Winter (GM/WHS-RC)

At the February 2024 Manex Meeting, the WHS/Risk Co-Ordinator was asked to progress the Staff Influenza Program for April 2024.

The WHS/Risk Co-Ordinator has made contact with the Warren Pharmacy and arrangements will be finalised when further information is available.

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

Carried

4.5.2 Staff Immunity Blood Testing and Vaccination Program Arrangements (GM/WHS-RC)

At the February 2024 Manex Meeting, the WHS/Risk Co-Ordinator advised that arrangements are in place for Douglas Hanly Moir to be onsite at the Works Depot on the Tuesday, 2nd April 2023 to commence the program. The General Manager asked if they could start early and proposed a 7.30 am start time. The WHS/Risk Co-Ordinator to progress.

Time slots will be advised as further information comes to hand.

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

Carried

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4.6 HUMAN RESOURCES

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

Position	Responsible Officer	Status
Accountant	DMFA	No action to be taken at present due to budget.
Service NSW/Records Officer	DMFA	Pre-employment medical has been completed.
Librarian	DMFA	Advertising with an open closing date.
Team Leader Utilities Maintenance	DMES	Advertising with an open closing date.
Utilities Maintenance Team Member	DMES	Interview is being arranged for remaining position.
Roads Infrastructure Manager	DMES	Pre-employment medical has been completed. Waiting on results.
Light Plant Operator - Relief	DMES	Advertising with an open closing date.
Light Truck Driver (Water) – Contract (at least 2 years)	DMES	Advertising with an open closing date.
Pavement Maintenance Team Leader	DMES	Advertising with an open closing date.
Light Plant Operator – Roller (1 Permanent, 2 Contract)	DMES	Advertising with an open closing date.
Asset Technical Officer – Roads	DMES	Interviews through Work and Stay have been arranged.
Heavy Diesel Mechanic	DMES	Advertising with an open closing date.

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

Carried

5.1 OFFICE OF LOCAL GOVERNMENT CIRCULARS

(L5-3)

Date	Circular No.	Description	Comment/Action
27.2.24	24-03	Performance and Suspension Orders	Noted

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

Carried

WARREN SHIRE COUNCIL

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5.2 OFFICE OF LOCAL GOVERNMENT STRATEGIC TASKS

(L5-3)

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

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

		March 2024	Status	April 2024	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
				30	Fourth quarter rates instalment notices to be sent [LGA s562(5)]	Noted
Governance						
Grants						
				Local Government Recovery Grants – AGRN 1012, 1025, 1030/34 -YTD Reporting due	IPM to action.	

WARREN SHIRE COUNCIL

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	March 2024	Status	April 2024	Status
Companion Animals				
Other				

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

Carried

WARREN SHIRE COUNCIL
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6 OPERATIONAL PROCEDURES (I2-11.1)

6.1 Emergency Preparedness and Management Procedure

MOVED Burns/Otieno that:

1. The information be received and noted; and
2. That the amendments be made as specified and a further draft of the Policy be presented to a future meeting of Manex.

Carried

7 FEBRUARY 2024 DRAFT MINUTES AND MARCH 2024 DRAFT BUSINESS PAPER

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

8 CORRESPONDENCE AND CUSTOMER REQUESTS STATUS

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

9 GENERAL BUSINESS WITHOUT NOTICE

- The Economic Development and Visitation Manager advised that the Department of Education Pilot Program between Council and the Warren Central School is going well. The Economic Development and Visitation Manager and the Manager Health and Development Services will be attending the Warren Central School on 28th March 2024, and at this stage there may be as many as 40 participants.

The One Day Leadership Day will be held on the Monday, 8th April 2024 and the Economic Development and Visitation Manager commented on the very good working relationship Council has with the Warren Central School.

- The Economic Development and Visitation Manager advised that the Warren Macquarie Visitor Information Centre will be closed only on Good Friday over Easter.

There being no further business the meeting closed at 4.44 pm.

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 28th March 2024

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES (C3-9)

RECOMMENDATION:
That the information be received and noted.

MINUTES OF THE WARREN SUPPORT SERVICES INTERAGENCY MEETING HELD IN THE COUNCIL COMMUNITY ROOM, WARREN ON 15th February 2024.

MEETING OPENED: 1.00pm

1. **PRESENT:** Councillor Sarah Derrett, Pauline Serdity (VIEW Club, Warren CWA, Warren Spinners and Yarners), Felicity Leonard (Barnardos), Erin Hunt (Barnardos), Blair Morrison (Western NSW Local Health District), Kelly Sinclair (Warren Youth Foundation), Fleur Stubbs (Barnardos and Warren Youth Foundation), Maryanne Stephens (Manager Health and Development Services).
Via Lifesize – Ewen Jones (Marathon Health).

2. **APOLOGIES:** Councillor Katrina Walker and Councillor Joanne Van Eldonk.

Moved: Maryanne Stephens Seconded: Felicity Leonard

Carried

1. **CONFIRMATION OF MINUTES FROM THE 30th November 2023:**

Moved: Cllr Sarah Derrett Seconded: Felicity Leonard

Carried

2. **BUSINESS ARISING:**

Nil.

3. **CORRESPONDENCE:**

Nil.

4. **ACTION CHECK LIST**

Updated.

5. **REPORTS FROM AGENCIES:**

Ewen Jones – Marathon Health (Community Engagement Officer);

Marathon Health has been awarded a 2-year contract to keep delivering the Commonwealth Psychosocial Support (CPS) Program until 30 June 2025.

We are open for referrals in the following regions: Warren, Collie, Pine Clump, The Quiet Corner, Bullagreen, Murrays Break, Gradgery, Cathundral, Egelabra, Auscott Siding, Holybon, Nevertire, Tabratong, Mullengudgery, Marra Creek Public School and Marra Hall. Please note some regions may not be serviced due to capacity.

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
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ITEM 1

WARREN INTERAGENCY SUPPORT SERVICES

CONTINUED

What is CPS?

CPS is a short-term low intensity non-clinical, community-based program that can offer one-to-one coaching with a psychosocial recovery coach. We work in partnership with the individual's current supports and family/carers (where possible) focusing on the strengths and abilities, developing an individual plan to increase capacity ensuring choice and opportunities for the individual to live a meaningful life.

Who is eligible?

- Have a severe and persistent mental illness
- Have needs that can be appropriately met through short-term, low intensity support to live independently in the community, as determined through a capacity and strengths-based assessment. Not be restricted in their ability to fully and actively participate in the community because of their residential setting (for example, prison or psychiatric facility)
- Not be receiving similar psychosocial supports through a state or territory government program or the NDIS, where there is potential for duplication of service offerings
- Be aged 16 years and over

Please note that we are not a crisis service. The numbers below are available for 24-hour support and assistance:

- Mental Health Hotline: 1800 011 511
- Police: 13 14 44 or 000
- Ambulance: 000 or 112 from mobile phone
- Lifeline: 13 11 14

For further information on Marathon Health please access all information via our website <https://www.marathonhealth.com.au/or> contact us on 1300 402 585 or email psychosocialsupports@marathonhealth.com.au

Kelly Sinclair (Warren Youth Foundation) and Fleur Stubbs (Barnardos and Warren Youth Foundation);

- We are currently working in conjunction with the Office of Sport and Basketball NSW to get a 6-week Basketball program in our community. This program will train 3 young people in how to referee and facilitate this program to keep it running long into the future. The 3 youth selected will be paid for running the 6 week program.
- During the final 2 terms of School for 2023, we facilitated 3 programs, Drumbeats was run though St Marys School and selected students of Warren Central School participated in Rage and Managing the Bull. These evidence-based programs gave young people ways to cope with emotions, anger management and strategies to handle being bullied.
- We have also been facilitating counselling sessions with 2 qualified counsellors either through the school, or at the Youth Centre, engaging four young people per week. We provide a complete wrap around service for the clients that extends throughout the school holidays. Funding for this was supplied through TEI, this funding will cease as of the end of this financial year and we are looking into other avenues to continue with this program. We have designed a brochure that will be circulated with next interagency meeting.

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
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ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES CONTINUED

- This year with funding through the summer holiday breaks program- Office of Regional Youth we took 12 youth away to Nelsons Bay for two nights. Here we participated in amusement centres, putt-putt golf, the shark and ray feeding centre, sandboarding, and go karting. Some of these youth had never previously seen the beach and it was an amazing experience that will create lifetime memories. We also facilitated in the holidays a movie night at the youth centre, design your own backpack workshop where Officeworks Dubbo donated stationary to fill the backpacks, and an anime drawing workshop. Lots of school holiday fun was had, engaging 58 Youth.
- We are in preparations of planning NAIDOC week 2024 and are actively seeking funding for a community event.
- April School holidays and Youth week 2024 have been planned, presenting our young people with more amazing opportunities.
- We also holding a car-boot sale on the 24th of February for the community. The Youth Centre will be doing a BBQ raising monies for the centre.
- In October 2023, alongside the Royal Flying Doctors, we held 6 information sessions for parents and community members in Drug and Alcohol harm minimisation strategies. We are already in talks of holding another one this year.
- Planning has started for the next Warren Grow Services Expo, once a date has been confirmed we will start sending invites out via email and through the interagency list.

Blair Morrison – Western NSW LHD (Mental Health Peer Navigator);

I work under the Dubbo community mental health team. Based out of Warren Multi-Purpose Service but also cover Nyngan and Trangie.

The Peer Navigator supports all community members with mental health or wellbeing concerns to find support in their own community.

Peer Workers will use their lived experience of living with or caring for someone with mental ill health to navigate health, social and community services. The worker will support timely access to care and treatment for people with mental health concerns.

A Peer Navigator can help by:

- Supporting a person's journey across mental health services.
- Improving people's knowledge and understanding about mental health services and supports.
- Facilitating access to mental health support through GP's, community health, psychologists and counselling services.
- Connecting people to community-based services and social supports eg. Housing, employment and transport.
- Identifying and resolving local barriers to services.
- Building up a person's capacity to access and engage with health services such as Dentists, Optometrists and Podiatrists.

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
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ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES CONTINUED

- Supporting people who are socially isolated to reconnect with activities they enjoy such as Bowls, Exercise groups, attending local markets.

Erin Hunt – Barnardos (Brighter Futures/Family Preservation);

- Families can be in the program for 12 to 18 months. We support each family to help build strong, positive relationships with their children.
- Our service is a voluntary program, and families choose to participate and have the right to leave at any time.
- Currently, the Brighter Futures/Family Preservation is at full capacity in Warren, with a waiting list showing the need for support for our families in the Warren community.
- DCJ referrals have increased. We are currently receiving more DCJ referrals rather than community referrals.
- I am based in Warren at the Barnardos office. However, I also cover Narromine, where I currently have three clients, traveling a minimum of one day per week.
- Housing, domestic violence, and the cost of living are currently our family's primary concerns and referral reasons.

Pauline Serdity – Warren Spinners and Yarners;

We have been in recess since beginning of December 2023. We have restarted on 8th February 2024. We continue to knit/crochet items for various groups but due to the hot weather this has proven to be a little difficult due to the nature of wool. We continue to ask for donations of wool if anyone has some to spare.

Warren VIEW Club;

We have been in recess since December 2023. Our Christmas party once again proved to a great success with approximately 40 people in attendance. Several non-members expressed interest in wishing to join our group in the new year. It was with sadness that we acknowledged the resignation of our President Lorraine Falkiner-Smith who has taken up the position of Zone Councillor. Our AGM has been planned for 21st February 2024 and our new board will then be elected.

Warren CWA;

We have been in recess since December 2023 and once again our members Christmas party was a great success. Warren has been chosen again for our Zone meeting on Saturday 2nd March. This will be held at the Cultural Centre with a good turnout expected. This will also include our craft and cooking competitions.

3. GENERAL BUSINESS:

- Councillor Derrett shared information regarding the Drought Resilience Project Plan sessions recently held in the Warren Shire.
- Manager Health and Development Services notified the group that more Justice of the Peace (JPs) are needed to service the Warren area and encouraged anyone interested to seek further information on the process of becoming a JP.

4. Date of Next Meeting:

WARREN SHIRE COUNCIL
Delegates Report by Councillor S Derrett
to the Ordinary Meeting of Council to be held in the
Council Community Room, Warren on Thursday 28th March 2024

ITEM 1 WARREN INTERAGENCY SUPPORT SERVICES
Thursday 11th April 2024.

CONTINUED

There being no further business the meeting closed at 1:45pm.

WARREN SHIRE COUNCIL

Policy Report of the Divisional Manager of Finance & Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 28th March 2024

ITEM 1 INVESTMENT POLICY – REVIEW MARCH 2024

(P13-1, I3-1.15)

RECOMMENDATION:

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

PURPOSE

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

BACKGROUND

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

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

TCorp compliance has also been further considered in this latest review following some increased level of involvement and engagement on risk assessment, directly linked to TCorp borrowing risk measurement applied to all Councils.

REPORT

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

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

Upon review of the current Investment Policy there have been changes made to relevant percentages of counterparty limits and maximum holding criterion per sections I to K, a copy of the Policy is attached for Councillors information.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

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

RISK IMPLICATIONS

There is a risk to Council that non-compliance will contravene legislative requirements, also increase the risk of negative credit risk assessment undertaken by TCorp (possibly others) with regard to borrowing capacity into the future.

STAKEHOLDER CONSULTATION

Nil.

WARREN SHIRE COUNCIL

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OPTIONS

Nil.

CONCLUSION

After a further review of the current Investment Policy there have been some changes required and they are highlighted within the report item.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION /ATTACHMENTS

Investment Policy.

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POLICY REGISTER

INVESTMENT POLICY

Policy adopted: 27th September 2018 Minute No. 214.9.18

Reviewed: March 2024

File Ref: P13-1, I3-1.15

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DOCUMENT CONTROL

Issue.	Prepared/Revised by and Date	Action/Amendment Description	Approved By and Date
1.0		First Edition	Council Minute No. 214.9.18 (27th September 2018)
1.1	Darren Arthur – July 2020	Second Edition	Council Minute No. 137.7.20 (23rd July 2020)
1.2	Bradley Pascoe – January 2024	Third Edition	Council Minute No. 9.1.24 (25th January 2024)
1.3	Bradley Pascoe – March 2024	Fourth Edition	Council Minute No.

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INVESTMENT OBJECTIVES

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

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

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

LEGISLATIVE REQUIREMENTS

All investments must comply with the following:

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

DELEGATION OF AUTHORITY

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

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

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

a. Prudent Person Standard

The Investments will be managed with the care, diligence and skill that a prudent person would exercise. As trustees of public monies; officers are to manage Council's investment

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portfolios to safeguard the portfolio in accordance with the spirit of the Investment Policy and NOT for speculative purposes.

b. Ethics and Conflicts of Interest

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

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

c. Authorised Investments

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

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

d. Prohibited Investments

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

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

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

e. Risk Management

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

- *Preservation of Capital* – the requirement for preventing losses in an investment portfolio's total value;

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

f. Investment Advisor

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

g. Accounting

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

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

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

h. Safe Custody Arrangements

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

- Council must retain beneficial ownership of all investments;
- Adequate documentation is provided, verifying the existence of the investments;

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

i. Counterparty Limits

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

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

Individual Institution or Counterparty Limits

Long Term Rating	Short Term Credit Ratings	Limit
AAA Category	A-1+	100%
AA Category	A-1+	100%
A Category	A-2	60%
BBB Category	A-3	20%

j. Credit Quality Target and Limits

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

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

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

Long Term Rating	Short Term Credit Rating	Maximum Holding
AAA Category	A-1+	100%
AA Category	A-2	100%
A Category	A-2	60%
BBB Category	A-3	20%

k. Term to Maturity Limits

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

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

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

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

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

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

I. Performance Benchmarks

The performance of Council's investment portfolio will be benchmarked against the Bank Bill Swap Rate (BBSW), this may also include the Ausbond Bank Bill Index (BBI).

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

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

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

- Returns expected over the remaining term.
- Fair values.
- Competing investment opportunities.
- Costs of holding.
- Liquidity and transaction costs.
- Outlook for future investment values.

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

m. Reporting

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

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

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

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

n. Review of Policy and Investments

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

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

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DEFINITIONS

Act	Local Government Act 1993
ADI	Authorised Deposit Taking Institutions (ADIs) are corporations that are authorised under the Banking Act 1959 (Commonwealth) to take deposits from customers.
BBI	The Bank Bill Index (BBI), formerly the UBS BBI, represents the performance of a notional rolling parcel of bills averaging 45 days, and is the widely used benchmark for Local Councils and other institutional cash investments.
Bill of Exchange	Is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain money to or to the order of a specified person, or to bearer.
BBSW	The Bank Bill Swap reference rate (BBSW) is the average of mid-rate bank bill quote from brokers on the BBSW Panel. The BBSW is calculated daily. Floating rate securities are most commonly reset quarterly to the 90 day BBSW.
Council Funds	Surplus monies that are invested by Council in accordance with section 625 of the Act.
Debentures	A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purpose of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.
FRN	A Floating Rate Note (FRN) is a medium to long term fixed interest investment where the coupon is a fixed margin (coupon margin) over a benchmark, also described as a floating rate. The benchmark is usually the BBSW and is reset at regular intervals - most commonly quarterly.
Grandfathered	Investments held by Council that were previously allowed under the Minister's Order but were grandfathered (i.e. eligible to retain but not add to or restructure existing investments) when the NSW State Government changed the list of approved investments as a result of the Cole Inquiry reflected in the Ministerial Order dated 31/7/2008.
IPS	The Investment Policy Statement provides the general investment goals and objectives of Council and describes the strategies that must be employed to meet these objectives. Specific information on matters such as asset allocation, risk tolerance and liquidity requirements are also included in the IPS.
LGGR	Local Government (General) Regulation 2021 (NSW)
NCD	Is a short-term investment in an underlying security being a negotiable certificate deposit (NCD) where the term of the security is usually for a period of 185 days or less (sometimes up to 2 years). NCDs are generally discount securities, meaning they are issued and on sold to investors at a discount to their face value.

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OLG

NSW Office of Local Government, Department of Premier and Cabinet.

RAO

Responsible Accounting Officer of a council means a member of the staff of the council designated by the General Manager, or if no such member has been designated, the General Manager. (LGGR – clause 196)

T-Corp

New South Wales Treasury Corporation.

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ITEM 1 OUTSTANDING REPORTS CHECKLIST (C14-7.4)

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
25.2.21	41.2.21	Mobile and Internet Coverage in Nevertire	GM	Bi-monthly advice requests to Telstra being undertaken. The 2024 Regional Telecommunications Review soon to be commenced.
22.7.21	153.7.21	Customer Service Policy	GM	Over the next 12 months detail a Warren Shire Council Service Ethos or similar to ensure there is an appropriate customer service culture throughout the organisation, expect reporting in mid 2024.
27.7.23	202.7.23	Warren Airport Projects	DMFA/ GM/IPM	A contract awarded on 31 July 2023. Site clearance, subgrade earthworks and gravel base completed and tested. Construction drawings issued to BRD. Foundation work by Contractor commenced in October 2023. Contractor resumed foundation works on 5th February 2024. Programmed for completion May 2024.
23.6.22	158.6.22	Tender C13-73 – Design, Deliver and Construct a Prefabricated or Modular Sports Amenities Building for Carter Oval Youth Sports Precinct	GM/IPM	Landmark commenced construction in February 2023. Nonconformance on the foundation concreting and building realignment being remedied by the Contractor in accordance with the PEER Review report recommendations which have been agreed to by the contractor. Landmark engaged new concreter and plumber to complete the works. Superstructure (post) misalignment (diagonal) corrected by Landmark.

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				<p>Landmark conducted bearing capacity testing on foundations. Variation submitted for additional plumbing works. Raft slab stiffening arranged to cater for tree effects.</p> <p>Landmark returned to site on 16th October 2023 to resume plumbing works.</p> <p>Below ground plumbing works completed on 11 November 2023. New sub structure (floor slab) contractor commenced works on site on the first week of December 2023. Landmark Project Manager returned to site on 16 November 2023.</p> <p>Raft slab concreting completed on 18 December 2023. Roof sheeting commenced on 8 January 2024. Defects associated with the finished floor level have been raised with Landmark to address. Landmark to nominate a solution for Council's consideration. Landmark Senior Management visited the site in January 2024 to work out a program of rectification works, which are scheduled to start on the week of 5th February 2024.</p> <p>Landmark promised that post cleaning will be finished before the end of March 2024 and tiling of the floor to follow before the wall paneling is to resume.</p>

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General Manager				
				New project completion forecasted at end of May 2024.
25.8.22	214.8.22	Reactivation of Visitor Services Volunteers During Peak Periods	GM/EDVM	<p>Registration of Interest recruitment remains ongoing with a new recruitment drive being underway.</p> <p>Current volunteers will continue to provide for relief coverage where required such as when both the Economic Development and Visitation Manager and Tourism Information Officer are required to be outside the VIC.</p> <p>Recruitment for new suitably matched volunteers is continuing.</p>
25.1.23	12.1.23	Affordable Housing Opportunity – Housing Plus	GM/DMES	<p>Negotiations commenced to finalise the required agreement with Housing Plus for the eventual sale of all or most of the nine (9) vacant land lots in Gunningba Estate for a maximum five (5) year period. Waiting on a 'Remote' Round of funding from Housing Australia before considering going forward. Council blocks will be put on the market in the near future.</p> <p>Funding in 2023/2024 for investigations and design for the Stage 3 of Gunningba Estate including estimated costs and how Stage 3 would be funded, which will be reported to Council.</p> <p>Survey has been completed. Design is ongoing, including</p>

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General Manager				
				the industrial land near Stafford Street.
25.1.23	13.1.23	Warren and the Visitor Economy Community Consultation Report August 2022 - Executive Summary	GM/EDVM	<p>Council communicate to the community about the importance of visitors to the region – Action Plan being formulated.</p> <p>Council ensures that the reformed Destination Macquarie Marshes Taskforce has representation from every local government area that sees the Macquarie Marshes as an asset to their visitation, form a MOU with each Council to support the Economic Development of the region with this Taskforce having the potential to drive the regional destination promotion with consistent messaging, a reflection of values and increased engagement with the communities – in progress.</p> <p>Council collaborate on increasing the access to the Macquarie Marshes by commercial providers and free-independent travellers (FITs) whilst working towards providing a diverse offering to the access and experience that the Macquarie Marshes can offer a variety of markets – Action Plan being formulated.</p>
25.5.23	118.5.23	Destination Macquarie Marshes Taskforce	GM/EDVM	That within 12 months and, after the Taskforce's short and long term goals and Destination Macquarie Marshes Action Plan,

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
General Manager				
				<p>Macquarie Marshes Promotions Strategy and Stakeholder Engagement Strategy are formulated, other organisations/ community representatives be invited to be members of the Taskforce.</p> <p>Destination Macquarie Marshes Taskforce Workshops to progress the development of a Detailed Strategy and Action Plan are scheduled to commence on the 27th March, 2024. Workshops will be facilitated by the Economic Development and Visitation Manager.</p>
24.8.23	235.8.23	Library Lobby Area Upgrade and Landscaping Works	GM/IPM	Landscaping works expected to be completed by the end of March 2024.
26.10.23	270.10.23			Library lobby works was opened on the 6th February 2024.
7.12.23	293.12.23	Destination Macquarie Marshes Taskforce Meeting 7th June 2023	GM/EDV M	<ol style="list-style-type: none"> 1. That grant funding opportunities to improve signage in the Macquarie Marshes be investigated - ongoing. 2. That neighbouring Councils to the Macquarie Marshes be requested to consider funding grant applications for appropriate signage to the Macquarie Marshes.
7.12.23	294.12.23	Destination Macquarie Marshes Taskforce Meeting 2023 – 13 September 2023	GM/ EDVM	That workshops be scheduled with current members of the Destination Macquarie Marshes Taskforce to progress the development of the Draft Destination Macquarie

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General Manager				
				<p>Marshes Taskforce Action Plan 2023 together with determination of the high priority actions and short-term goals.</p> <p>Goal is to have an updated Action Plan available for review and adoption prior to inviting new membership of the taskforce by the agreed 12 month period, i.e. May 2024.</p> <p>Due to Taskforce Members unavailability, workshops were postponed, with the first workshop currently being organised for the 27th March 2024. The number and frequency of the workshops will be determined at the first workshop.</p>
7.12.23	301.12.23	Internal Auditor – Human Resources Review – June 2021	GM	The priorities as listed in the recommendation be actioned and progressed.
7.12.23	301.12.23	Internal Auditor – Contract Management Processes Review – October, November, December 2021 And February 2022	GM/IPM	<p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> - Detailed Contracts Guideline which includes performance management processes. <p>Contract Management Road Map being considered. Is in the desktop planning stage.</p>
*7.12.23	301.12.23	Internal Auditor – Procurement Audit Review – May, June 2022	GM	<p>The following priorities and actions are in progress:</p> <ul style="list-style-type: none"> - Training in Procurement of Manex and procurement staff expected to be undertaken on 21st March, 2024; and

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General Manager				
				- Ensure utilisation of the OLG Tender Checklist.
7.12.23	301.12.23	Internal Auditor – Council Enterprise - Wide Risk Management Review – June 2022	GM	The following priorities and actions be progressed: Internal Audit and Risk Management Committee Guidelines – expected to be reported mid 2024.
7.12.23	316.12.23	Regional Drought Resilience Plan Program	GM/ EDVM	*Marketing and promotion of the local meetings completed with personal approaches, newspaper, Facebook and website promotion. Local meetings undertaken on the 14th February 2024 – Marra Hall and Warren. Documentation now being drafted by the Project Team and engaged Consultant.
*22.2.24	32.2.24	Cost Shifting onto Local Government	Mayor/ GM	<ol style="list-style-type: none"> 1. A copy of the cost shifting report has been placed on Council's website so that our community can access it; 2. Council has written to the Premier, the NSW Treasurer and the NSW Minister for Local Government seeking that they urgently seek to address these costs through a combination of regulatory reform, budgetary provision and appropriate funding; and 3. Information has been provided to the Local Member for Barwon, Roy Butler MP on the NSW Local Government (LGNSW) Cost Shifting

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General Manager				
				Report and he was requested to support the LGNSW Campaign on the issue.
*22.2.24	34.2.24	Historical Photograph Discussions	EDVM	Historical photographs have been made available for display at the Visitor Information Centre.
*22.2.24	34.2.24	Warren Shire Crime Statistical Review	GM	A meeting was held on Wednesday, 21st February 2024 between Council, NSW Police Inspector William Russell and Acting Sergeant Rhianna Malvern to discuss crime in Warren and possible solutions and actions. A follow up email has also been sent to Inspector Russell for the recommencement of Police Precinct Meetings with Warren Shire Council.
22.2.24	38.2.24	Review of Councillor Expenses and Facilities Policy	GM/EA	The Policy has been placed on public exhibition until 4.00 pm Thursday, 4th April 2024.
22.2.24	56.2.24	Relining of Warren War Memorial Swimming Pool	IPM	<p>2. *In accordance with the provisions of Clause 178 (1) (b) of Local Government (General) Regulation 2021 under the Local Government Act 1993, Council decline to accept any of the tenders for <u>Contract No. C13-84</u> for the <i>Warren War Memorial Olympic Swimming Pool – Pool Relining, Warren NSW</i> – tenders advised.</p> <p>3. Council continues to seek necessary funding from grant funding opportunities when available – in progress.</p>

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General Manager				
				4. *In accordance with the provisions of Clause 178 (3) (d) of Local Government (General) Regulation 2021 under the Local Government Act 1993, Council authorises General Manager to invite, in accordance with section 169, fresh applications from persons interested in tendering for contracts of the same kind as the proposed contract, when sufficient funds to cover the work are available – noted.

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				
7.12.23	301.12.23	Internal Auditor – Council Enterprise - Wide Risk Management Review – June 2022	DMFA	Review of the Risk Register to include Cyber Security – progressing.
7.12.23	301.12.23	Internal Auditor – Media Communications Review – June 2023	DMFA	The following priority and action be progressed: - A new electronic document management system to be purchased and implemented. Progressing.
7.12.23	301.12.23	Internal Auditor – Fraud Control Review – June, July 2023	DMFA	The following priorities and actions be progressed: - Review of Fraud Plan and Policy to align with the Audit Office Tool Kit; and - Fraud training to relevant staff. Progressing.

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Finance and Administration				
7.12.23	301.12.23	Corporate Risk Register	DMFA	That the Corporate Risk Register be updated with ITC Governance Risks and Cyber Security – progressing.
7.12.23	337.12.23	Warren Shire Council General Manager 2022-2023 Mid-Term and Annual Performance Review	DMFA	Arrange for the General Manager's Contract Employment Package to be increased as of 1st October 2023 by 3% - progressing.
*25.1.24	18.1.24	2024/2025 Operational Plan & Estimates Timetable	DMFA	Arrange for a Councillor workshop be held on Wednesday 17th April 2024 at 4.00 pm to go through the Draft 2024/2025 Operational Plan & Estimates prior to the final Draft being recommended for public exhibition at the April 2024 Council Meeting – in progress with date scheduled.
*22.2.24	45.2.24	Preparation of the Draft 2024/2025 Estimates	DMFA	Prepare the Draft 2024/2025 Estimates incorporating a 4.5% increase in general rates as determined by IPART – noted.

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Divisional Manager Engineering Services				
6.12.18	284.12.18	Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units	DMES	Survey completed. This project is currently on hold until further discussions are held with the Hotel owners.
27.6.19	129.6.19	Warren Levee Rehabilitation	DMES	Application under the National Flood Mitigation Infrastructure 2021-2022 arranged and has been successful (\$5.325M).
3.12.20	256.12.20	(total project - \$7.1M)		

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Divisional Manager Engineering Services				
				<p>Resilience NSW has committed \$887,500 which is half of the required \$1.775M co-contribution.</p> <p>Specifications for tender are being prepared while awaiting approval of a further co-funding grant of \$887,500 by OLG using the Local Government Recovery Grant Program, further information provided to OLG.</p> <p>Specifications are being written in readiness for the approval of OLG's \$887,500 grant, which is still ongoing. Staff met design consultants for final discussions before tendering commences. Consultant preparing final drawings for tender.</p> <p>Tender for floodgates is on VendorPanel, closing 4th April 2024.</p>
26.9.19	204.9.19	Bundemar Street Warren Proposed Centre Median Alteration	DMES	Investigations are being undertaken to allow the submittal of plans, documents and detailed budget to Council for consideration and approval - ongoing.
24.9.20	214.9.20	New Sewage Treatment Works	TSM	<p>Groundwater monitoring wells and flowmeter to be installed.</p> <p>Decommissioning Plan for STP & SPS being developed however, recommencement of works during the later part of 2024 for evaporation lagoon construction will delay the decommissioning.</p>

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Divisional Manager Engineering Services				
23.3.23	67.3.23	Water and Sewerage Telemetry and Pump Funding Request	DMES/ DMFA/ TSM	Drafting of RFT documents in progress – ongoing. Grant funding may be available in June/July 2024.
24.6.21	143.6.21	Ewenmar Waste Management Facility	DMES/ MHD/ TSM	Budget amended by a further \$100,000 using the Domestic Waste Restricted funds, works in progress. Earthworks to commence early February 2024. Currently in discussions with suitable contractors to carry out earthworks and Council's Road Section if contractor prices are not appropriate.
22.7.21	148.7.21	Warren CBD Upgrade Stage 2	DMES	Seek necessary grants for this extensive 10 year project – ongoing. Commonwealth Government Grant Program Application submitted.
28.10.21	231.10.21	Village Enhancement Plans Works – Extra Projects for Collie, Nevertire, Warren Finalisation (Murray-Darling Basin Economic Development – Improvement of Regional Structures Grant)	DMES/ GM/IPM/ TSM/ RIM	Works ongoing – work to be completed mid 2024.
23.2.23	33.2.23	Proposed Hale Street Crossing and Chester Street Crossing's No Stopping Zone	DMES/ RIM	1. The installation of a new children's (school) crossing on Hale Street, west of the Chester Street intersection be approved. The required undertaking has been obtained from the Principal of Warren Central School;

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Divisional Manager Engineering Services				
				3. Funding be sought from Transport for New South Wales to implement the recommendations. Design has been completed and sent to TfNSW.
23.2.23	37.3.23	Upgrade/Replacement of Play Equipment	DMES/ TSM	Arrange a new Ext 1002 piper playground equipment setup and install the equipment in house. Delivery of new equipment undertaken in September 2023. Equipment expected to be installed by end of March 2024.
23.3.23	67.3.23	Warren Shire Council Water Supply Bore Inspection Program	DMES/ DMFA/ TSM	All Bores have been inspected. Nevertire Bore to be cleaned in the colder months of 2024. *Collie required cleaning as the other bores did – complete.
26.10.23	270.10.23	Warren CBD Upgrade – Land Acquisition	DMES/ GM	Further investigations be undertaken and reported on in regard the estimated cost of any proposed private land purchases, what could be developed and the estimated costs of the proposed use.
26.10.23	272.10.23	Replacement of P226 – Toyota Hilux Single Cab 2wd	DMES	Arrange for the replacement of P226 – Toyota Hilux Single Cab 2WD using \$20,000 of available unrestricted cash and funds received from the expected insurance payout – replacement vehicle arrangements in train.
7.12.23	295.12.23	Airport Operational Manual Update	TSM	That Council reallocates the current \$25,000 for RNAV contribution in the

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Divisional Manager Engineering Services				
				2023/2024 Budget to undertake an appropriate Windshear Modelling Assessment, Calculations and Report. Manual to be submitted to CASA for their review and approval. Synergetics Pty Ltd have been engaged to carryout the Windshear Modelling (\$27,000).
*7.12.23	298.12.23	SH 11 Oxley Hwy intersection slip lanes	DMES/ MHD	<p>Council ask Transport for NSW to investigate if intersection slip lanes should be installed on both sides of the Australian Food and Fibre intersection on SH11 Oxley Highway.</p> <p>Traffic study has established that the intersection is adequate for current traffic volumes. Further, TfNSW would ask Australian Food & Fibre to fund an intersection upgrade if it was ever required.</p>
7.12.23	298.12.23	Local Roads & Community Infrastructure Phase 3	DMES/ 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.</p> <p>Variation has been approved by the Commonwealth Government (Department of</p>

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Divisional Manager Engineering Services				
				Infrastructure, Transport, Regional Development, Communication and the Arts), work being programmed.
7.12.23	302.12.23	River Water Tank for Carter Oval Irrigation	DMES/ TSM	Irrigation storage tank at Bore Flat to improve irrigation of Carter Oval and minimise interference with the Warren River water supply was installed on the 2nd February 2024.
7.12.23	302.12.23	Collie Water Supply – Pumping Configuration	DMES/ TSM	Arrange for modifications to the pumping configuration at the Collie Bore Site as reported. Equipment has arrived. Bore cleaning complete. Tank installed. New pumps installed, finalising control systems.
7.12.23	302.12.23	Additional Evaporation Lagoon – Warren STP	DMES/ TSM	Arrange for the construction of a third evaporation lagoon at the new STP as reported. Public Works Authority finalising RFT. Waiting on Geotech Report.
7.12.23	304.12.23	Proposed National Polocrosse Titles Warren 2028 – Presentation By Phil Waterford And Simon Turnbull	DMES/ TSM/GM/ EDVM	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),

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Divisional Manager Engineering Services				
				<p>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>
7.12.23	315.12.23	Local Roads and Community Infrastructure (LR & CI) Phase 4B Grant, Cap-070 Community Assets Program and Shire Roads Gravel Resheeting Program and LED Lights at Victoria Oval	DMES	<p>1. The bitumen resealing of the Warren Walkways/Cycleways amounting to \$170,100 be undertaken using the CAP-070 Community Assets Program, programmed for March 2024, preparation work currently underway; and</p> <p>3.*Council undertake the replacement of the lighting at Victoria Oval to LED lighting at the estimated cost of \$253,500 (ex. GST) using the now available ex 2023/2024 Shire Road Gravel Resheeting Funds amounting to \$170,100 and an allocation of \$73,400 from Council's Infrastructure Improvement/ Replacement Reserve, plus \$10,000 donation from the Warren Rugby Club.</p>

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Divisional Manager Engineering Services				
				Lighting contractor completed works on the 6th March 2024.
22.2.24	57.2.24	RFT C13-83 Design & Construction of Marthaguy (Tenandra) and Newe Park (Merrigal) Bridges	DMES	<p>1. *Council, in accordance with the <i>Local Government (General) Regulation 2021</i>, formally agree to accept the analysis of the tender evaluation, for the Contract C13-83 Design and Construction of Marthaguy (Tenandra) and Newe Park (Merrigal) Bridges – noted.</p> <p>2. The Council accepts the tender from Murray Constructions Pty Limited and authorises the General Manager to enter the Contract C13-83 Design and Construction of Marthaguy (Tenandra) and Newe Park (Merrigal) Bridges, with Murray Constructions Pty Ltd for the contract sum of \$3,281,542.00 (Inc GST) subject to a positive financial assessment being conducted – contractor engaged.</p> <p>*Recommendations of financial assessment have been considered in the contract. Contract to be executed in March 2024.</p>

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Manager Health and Development Services				
27.2.20	36.2.20	Draft Plans of Management	MHD	<p>1. Categories assigned as detailed in report.</p> <p>2. Crown Reserves classified identified as operational land.</p> <p>3. Draft Plans of Management nearing completion.</p> <p>The Victoria Oval and Oxley Park Plan complete.</p> <p>Draft Parks Plans of Management received. To be reviewed.</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 date currently set as 30th April 2024.</p>
25.8.22	211.8.22	CCTV Options at the Ewenmar Waste Facility	MHD	<p>Investigate better CCTV options and locations – in progress, but is subject to funds being available.</p>
22.6.23	181.6.23	Warren War Memorial Swimming Pool	MHD/ IPM	<p>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;</p> <p>The Mayor, the General Manager, and the Manager Health and Development</p>

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
Manager Health and Development Services				
				Services be authorised to formulate settlement terms if required.
7.12.23	301.12.23	Internal Auditor – Waste Control Review – November 2022 – February 2023	MHD	The following priority and action be progressed: - An overarching Operational Plan be developed to include risk assessments, procedures, control measures and future strategic actions – in progress.
7.12.23	328.12.23	Warren LEP Health Check and Recommended Changes	MHD	Council progress the recommendations as reported – in progress.
22.2.24	33.2.24	Recycling Options	MHD	Arrange for a community survey to determine the interest and resident’s capacity to pay for a recycling service – in progress.
22.2.24	53.2.24	Development Application – Rural Fire Services Warren Central Brigade Facility and Subdivision, Lots 1 And 2 Dp853548 Wilson Street Warren	GM/ MHD	Report this item to the April 2024 Ordinary Council Meeting following contact with the objectors for property valuation information – in progress. Contact to be made with the RFS to reconsider 36 Arthur Butler Drive for the development – in progress. More robust community consultation in what is proposed and in particular with Warren Central School – in progress.

RECOMMENDATION:

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

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ITEM 2 COMMITTEE/DELEGATES MEETINGS

(C14-2)

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

MEETINGS HELD

Date	Committee / Meeting	Location
23.02.2024	IPWEA NSW and ACT Board Governance and Strategic Workshop	Sydney
27.02.2024	OLG Council Engagement Manager – Katrina Annis-Brown	Warren
27.02.2024	Commonwealth Environmental Water Holder Meeting	Warren
28.02.2024	Citizenship Ceremony	Warren
01.03.2024	Murray Darling Association/DCCEEW Water in the Macquarie Valley Meeting	Online
05.03.2024	Water and Sewer Committee Meeting	Warren
05.03.2024	Showground/Racecourse Committee Meeting	Warren
06.03.2024	Airport Operations Committee Meeting	Warren
06.03.2024	Internal Audit and Risk Management Committee Meeting	Online/Warren
06.03.2024	Castlereagh Macquarie Country Council Meeting	Warren
07.03.2024	IPWEA Roads and Transport Directorate Management Committee Meeting	Online
08.03.2024	LGEA Committee of Management Meeting	Sydney
11.02.2024	RDA Orana and Bourke Shire Council – River Stories Grant Application Meeting	Nyngan
12.03.2024	MAGIQ Software Presentation	Online
14.03.2024	IPWEA Orana Chapter Meeting	Dubbo
15.03.2024	Alliance of Western Councils Board Meeting	Dubbo
18.03.2024	Roads Committee Meeting	Warren
18.03.2024	Plant Committee Meeting	Warren
19.03.2024	Manex Committee Meeting	Warren
21.03.2024	Procurement Training	Warren
22.03.2024	Country Mayors Association Meeting	Sydney
27.03.2024	Bushfire Management Committee Meeting	Coonamble/Online
27.03.2024	Destination Macquarie Marshes Taskforce Workshop	Warren

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ITEM 2 COMMITTEE/DELEGATES MEETINGS

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FUTURE MEETINGS NOT ON MEETING SCHEDULE

DATE	COMMITTEE / MEETING	LOCATION
17.04.2024	Councillor Workshop Draft 2024/2025 Operational Plan & Estimates	Warren

RECOMMENDATION:

That the information be received and noted.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

(C14-7.2, G4-1)

RECOMMENDATION:
That the information be received and noted.

The following are details of Infrastructure Projects and Grant Applications that are being managed by the Executive Office including the Infrastructure Projects Manager for the period 8th February 2024 to 8th March 2024:

Project	Budget	Expenditure/ Committed	Resp	Comment
General				
Warren Airport Upgrade (Drought Stimulus Package Funding – RNIG2-004-NSW DPIE) Includes \$610,340 allocated from restricted funds for infrastructure improvement/ replacement. JC 3400-2560-0	716,561	552,395	IPM	Airport Operations Committee (AOC) in its meeting on 13/09/22 identified the need of extra drainage works on 03/21 runway, for consideration in the future funding. Scope revisiting is required and works to be scheduled for later 2024. Terminal construction contract awarded to B & D Design & Construction P/L on 31st July 2023. Terminal building floor plan being revised to ensure practical public access into toilet and kitchen area by other terminal users. Final set of “For Construction” drawings issued to the Contractor. Enlarging the windows on the runway side will be arranged. <ul style="list-style-type: none"> - Site clearance and sub-grade earthworks started in September 2023; - Foundation subbase work started in November 2023; - Contractor BRD resumed foundation works on 5 February 2024. - BRD flagged that the amount of changes in the building post tender close including with respect to the floor plan, window and door orientation changes and modifying the frames on site is not easily fixed according to Custom Steel. BRD will build the Terminal building with timber frames instead. It is considered that altering the frames could compromise the integrity of the bracing frames if not carried out properly.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

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Project	Budget	Expenditure/ Committed	Resp	Comment
				<p>The alternative proposal is technically acceptable. BRD will commence the building frames provided at no cost to Council;</p> <ul style="list-style-type: none"> - Piers are complete; - Slab poured on 5th March 2024; and - Terminal works are scheduled to be completed by May 2024. <p>Infrastructure Projects Manager presented a scope of works to the July 2023 Airport Operations Committee, detailing the proposed stormwater drainage improvement work on runway 03/21.</p> <p>Scope of works as follows:</p> <ul style="list-style-type: none"> - Extension of existing stormwater open channel – Completed in September 2023. - Procurement of diesel pump to pump out excess runoff to Sandy Creek; and - Discharge line from pumping platform to Sandy Creek – these options have been deleted. <p>Council at the July 2023 Meeting accepted the recommendations and additional funding required from the Infrastructure Reserve Fund.</p> <p>Options to gravitate excess runoff via the existing syphon pipe in the Nevertire Irrigation Scheme (NIS) channel was considered.</p> <p>Discussions with the Egelabra property manager, Councillor Greg Whiteley and the surveyor were held.</p> <p>Infrastructure Projects Manager presented a report to the November 2023 Airport Operations Committee. Report detailed the proposed scope of required works.</p> <ul style="list-style-type: none"> - Excavating a channel along the Egelabra property approximately 500 metres; - Providing piped overflow line from Airport land stormwater channel to proposed Egelabra channel such that the access along the boundary fence is not affected;

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Project	Budget	Expenditure/ Committed	Resp	Comment
				<ul style="list-style-type: none"> - Checked the availability of contractor to use the scraper for the channel excavation and indicated available possibly towards the end of March 2024 subject to weather conditions. - These works are scheduled to commence in March 2024 onwards depending on the availability of workers/contractors.
Village Enhancements for Warren, Nevertire and Collie (currently does not include \$395,800 budget provision for Warren Roundabout Reconstruction) (MDB Economic Development Program - Improvement of Regional Structures Grant) JC 2880-10-0	310,281	123,481	GM IPM DMES TSM RIM	Works in Warren subject to funding by others of the Warren roundabout reconstruction – MDBEDP approved reallocation of the roundabout budget to Carter Oval concrete pathways. Contractor engaged to construct pathways and other miscellaneous concrete pavement works. Pathways are complete. Long jump pit works are progressing, completion and general tidy up by end of March 2024. Works Program for Project rescope and programmed by GM, DMES, IPM, TSM and RIM. Kerb, gutter and footpath works in Nevertire 99% complete. Status and programming meeting undertaken and works program instigated to complete work. Some of the identified works are progressing and on track. MDBEDP funding body approved extension to all outstanding works, with all works to be completed by December 2023. Concrete pathways in Carter Oval as part of the MDBA Program fund are complete.
Carter Oval and the Development of the Surrounds Carry Over	233,052	163,972	IPM	

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

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Project	Budget	Expenditure/ Committed	Resp	Comment
(MDB Economic Development Program - Improvement of Regional Structures Grant) (Includes \$460,000 previously allocated from Council's Infrastructure Improvement Replacement Reserve) JC 104-108-0				Concrete (pathways, long jump pit, shot put and Discus, Junior cricket pitch and practice net base) works RFQ called on 6 September 2023. Contractor engaged for all concrete pathways and pavement works. Recent rain is delaying the project. Works on the long jump and junior cricket pitch are progressing; site tidy up to follow after all concrete works. Expected completion end of March 2024. Sprinkler irrigation system works and mowing of the Oval are ongoing.
Change Rooms and Amenities Block at Carter Oval (Stronger Country Communities Round 4) JC 104-118-0	301,830	281,090	IPM	Landmark resumed the works on site on 21 August 2023. The superstructure was disassembled, diagonal misalignment corrected and reorientated as part of correcting non-conformance. Plumbing works resumed on 1 st November 2023. Council conducted a preliminary inspection on 10th November 2023. Contractor to complete the water line and electrical under slab installation in the coming weeks. Concreter is scheduled to start on the 4 th December 2023. Floor slab reinforcement works commenced on 4th December 2023. Slab concreted on 18th December 2023. Roof sheet installation commenced on 8th January 2024. Landmark Senior Management visited the site in January 2024 to work out a program of rectification works, which are scheduled to start on the week of 5th February 2024. Plumbers on site from 5th February 2024 carrying out works – walls and ceiling. - Contractor who did the concreting is planned to come to the site on the week of 12th February 2024 – Landmark to confirm, Landmark's site Manager and concreting subcontractors visited the site twice during February 2024. But did not commence any rectification works other than attending to exposed bars on the concrete face.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

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Project	Budget	Expenditure/ Committed	Resp	Comment
				- Concerns were raised with Landmark’s General Manager on the proposed rectification works and also provided with questions received for tiling solutions, which is considered as best solution. Landmark confirmed that they are sourcing quotes for the tiling option. An update is expected by 25 March 2024.
Cricket Practice Nets (Cricket Legacy Fund) JC 104-117-0	15,000	15,000	IPM	Quotation for net being sought from Fencing Contractor. Base concrete pavement construction complete as part of concrete pathway construction at Carter Oval. Artificial turfing on pavement to follow on after concrete works are complete and practice net cage works are complete. Quotations are being sought currently for artificial turfing.
Warren Showground/ Racecourse Upgrade Project (Regional Sports Infrastructure Fund and \$10,182 from sale of old McCalman Pavilion) • Equestrian Arena JC 108-120-0	47,260	27,260	IPM	Racecourse Showground Sub-Committee asked to have warm up area allocation/development near tanks and sand stockpile. It was agreed at the meeting that Club prepare the ground with specific woodchips and sand bedded warm up area. Council will make available necessary sand (150T available for use). Gator and rake operations training was completed on 11 August 2023 for user groups. A 2nd round of training is planned for 3rd September 2023 but was cancelled at Users groups request. Additional training to be arranged as requested by the User groups. One User groups member also inducted in December 2023. AquaWest to come to site to complete irrigation end sprinkler modifications – date to be confirmed.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

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Project	Budget	Expenditure/ Committed	Resp	Comment
<ul style="list-style-type: none"> • GBS Falkiner Lounge and Viewing Area <p>JC 108-126-0</p>	28,486	21,199	IPM	<p>Tactile indicators installation are yet to be completed, this work to be completed when disability ramp is built.</p> <p>Handrail installation completed.</p> <p>Disabled access from Lower Bar area being considered.</p> <p>A quote sourced from Library Lobby Works Contractor as part of Grant Application.</p> <p>Precinct Commercial asked to provide a firm quote for the ramp construction. Alternate quote being sourced from other contractors as well.</p>
<ul style="list-style-type: none"> • Replacement of the Showground Toilets <p>JC 108-128-0</p>	149,553	39,110	IPM/ TSM	<p>Superstructure works started in mid-August 2023.</p> <p>Roof sheeting and external walling are complete.</p> <p>Internal fixtures are being installed.</p> <p>Likely to open in March 2024.</p> <p>Works on the male toilet are continuing. The ladies section of the toilets opened in December 2023 just prior to the Twilight Races event.</p>
<ul style="list-style-type: none"> • Relocation of Cattle Yards (NSW Showgrounds Stimulus Program Phase 2B) <p>JC 112-05-0</p>	60,000	Nil	IPM	<p>Advice from P &A (Justin Sanderson).</p> <p>Showground Racecourse Committee Members would like to see the yards refurbished and made suitable for both cattle and horses by making the relocated pens approximately 4mx4m in size. Need to investigate further and obtain advice. Stockpro to do a design and quote – organised by P&A – completed.</p> <p>(\$140k) Quote received (11/22) from Stockpro is over budget and other grant funds to be sourced. Additional funding is required to move forward.</p> <p>A revised quote has been received (9/10/23) from Stockpro. Revised quote received from Stockpro indicates that \$155k (inc GST) to be budgeted for. A second quote has been requested from the contractor who completed the Equestrian Arena safety rail.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

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Project	Budget	Expenditure/ Committed	Resp	Comment
				Future Crown Reserves Improvement Fund option or other grants to be explored when available.
Warren Showground/ Racecourse Upgrade Project (Showground Stimulus Funding Program Phase 2C) including: Update/Renovate Male & Female Amenities in Cattleman’s & Horse Sports Camping Area JC 120-5-0	81,980	51,112	IPM/ TSM	Works program finalised following consultation with User Groups at the Showground/Racecourse Committee Meeting held on the 2nd August 2022 for Joint male and female toilet facility in one location. Superstructure works started in September and likely to open in March 2024. Roof sheeting and external walling are complete. Works on the male toilet are continuing. The ladies section of the toilets opened in December 2023 just prior to the Twilight Races event.
<ul style="list-style-type: none"> • Install New Septic Receiving Tank for Main Pavilion Toilets 	38,880	6,120	IPM/ TSM	Balance of unspent funds to be used for sewer/toilet works. (Joint male & female toilet facilities). Works on the male toilet are continuing. Scope of works being reassessed to complete the works within the budget. Balance of unspent funds to be used as part of alternative combined male and female toilet facilities in one location.
<ul style="list-style-type: none"> • Re fence Showground Perimeter with Exclusion Fencing JC 120-35-0 	57,788	Nil	IPM	Scope/area determined by Showground/ Racecourse Committee on 7th October 2021 being revised. Length 4,100m and 3 double gates and 2 single gates. RFQ document being prepared to call for quotations. Exclusion fence like airport exclusion fence being considered but 2.1m high.

WARREN SHIRE COUNCIL

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

CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
				<p>Options and estimate prepared for 1.8m and 2.1m high fencing for Racing NSW considerations and funding supplement. (Other grant funds required).</p> <p>Details of proposed options being considered (2.1m high) sent to Warren Jockey Club for sourcing additional funding.</p> <p>Liaising with Matt Colwell/ Nicole McKay on possible funding support from Racing NSW. RFQ documents revised for seeking prices for 2.1m high chain wire and chain link fabric options.</p> <p>Quotation for exclusion fencing called in June 2023. Racing NSW is looking for firm quotes to ascertain the amount of financial support.</p> <p>Four (4) tenderers submitted and being analysed. Additional information sought from the preferred quoter with regards to their submission to RFQ compliance. The preferred quoter revised the price for the options. Prices changed the relativity of the quoters.</p> <p>Grant funding application Crown Reserve Improvement Fund (CRIF) submitted in November 2023.</p> <p>Lowest price received for the options are as follows:</p> <ol style="list-style-type: none"> 1. 2.1m chain wire - \$218,000; and 2. 2.1m chain link fabric \$357, 000. <p>Racing NSW will be supplied with the quotations and price revised as part of seeking funding their support.</p> <p>2.1m high chain link fabric is the preferred option and that meets Racing NSW requirements.</p> <p>Evaluations indicate that additional funding in the order of \$328k is needed to complete the work.</p>

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CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
				<p>Discussions with Racing NSW were held. It suggests that a formal 'Application for Financial Assistance' be submitted from the Club level as per Racing NSW letter dated 5 June 2023 for the boards consideration and approval. As 80:20 contribution ratio is the general norm applied based on the proportioned length of racing track area to be protected but subject to approval.</p> <p>Details of the quotes and tendering gap information was sent to the Warren Jockey Club for inclusion in the Funding Support Application to Racing NSW.</p> <p>Warren Jockey Club in it's communication dated 19th January 2024, advised that no further progression on this matter as Racing NSW have advised that they can't cover the amount (\$328,000) needed. Racing NSW would only look to contribute towards a fence that goes around the track.</p> <p>An analysis will be conducted for what Racing NSW would fund for both options.</p> <p>A further meeting is planned to discuss with the Warren Jockey Club and also with Racing NSW.</p>
<p>New Septic Centre Arena with Grease trap for Canteen</p> <p>JC120-25-0</p>	3,150	Nil	IPM/ TSM	Works Complete, balance of unspent funds will be allocated to other works.
<p>Regional Racecourse Stimulus Funding Program 2022 – 'Irrigation System' Drought Proofing project and Public Area Fencing</p>	272,727	Nil	IPM/ TSM	<p>Funding has been granted by the NSW Government towards drought proofing project and public area fencing.</p> <p>Rescoping in progress for an appropriate irrigation system and project may need further grants for the full scope of works.</p> <p>A concept and cost estimate report was received from the consultant in April 2023.</p>

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CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
				<p>Design consultant asked to break the estimate into two projects to maximise funding support by Racing NSW:</p> <ol style="list-style-type: none"> 1. Inner irrigation system and pumping upgrade (up to 80% funding by Racing NSW); and 2. Construct outer irrigation system. <p>Cost estimate indicates that substantial additional funding is needed to proceed with the project.</p> <p>Grant funding application Crown Reserve Improvement Fund (CRIF) submitted in November 2023.</p>
Water Supplies				
<p>Groundwater Augmentation (Critical Drought Initiative Administered by – DPIE Safe and Secure Program)</p> <p>JC 191-39-0</p>	245,616	218,993	TSM	<p>Works continuing.</p> <p>8/10/2023:</p> <p>Chlorination systems are fully operational at Bore Flat and Ellengerah Reservoir sites.</p> <p>Some concrete works to be completed.</p>
Sewerage Services				
<p>Restart NSW Warren (STP) Upgrade</p> <p>JC 220-3-0</p>	100,000	Nil	TSM	<p>Rehabilitation program for Old Sewerage Treatment Plant and bore installation being formulated but will be delayed until evaporation pond construction is complete.</p>
<p>Stronger Country Communities Fund Round 5 (SCCFR5) (\$856,903) – Upgrading of</p>	1,193,603	1,131,627	IPM	<p>This project will replace the existing Male & Female with "All Access" modern facilities. Include Disabled and Ambulant toilets in the amenities.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
<p>Amenities, Change rooms, Canteen and Club House Facilities at the Warren Memorial Pool, includes the \$336,699.72 allocated from the Infrastructure Reserves Fund</p> <p>JC 3450-4300-0</p>				<p>Replace the existing entry, office and kiosk adding in a club house room with a modern compliant, fit for purpose fit out.</p> <p>Construction work expected April-September 2024.</p> <p>An open RFT was called on 5th December 2023 with the Tender closing 16th January 2024 and reported to the January 2024 Council Meeting.</p> <p>Letter of Award to Precinct Commercial Pty Ltd was issued on 29th January 2024, Deed of Contract executed.</p> <p>Final rescoped design specifications and works program has been concurred at the Sporting Facilities Committee meeting held 7 February 2024.</p> <p>First site Meeting with the Contractor undertaken on 8 February 2024.</p>
<p>NSW Severe Weather & Flood Grant (\$1,000,000) for AGRN 1025 (part of \$7,100,000 project reported elsewhere)</p> <p>Warren Town Levee Remediation</p> <p>JC 3300-4400-1</p>	887,500	4,035	GM IPM DMES TSM	<p>This project once implemented will ensure that the Warren town is prepared for major flooding and potentially immune from future natural disasters. This project will enable the resilience of the Warren Community as it equips the town with the mechanisms necessary to deal with future adverse environmental conditions.</p> <p>Funds have been paid however, works program yet to be approved by OLG.</p> <p>Funding body requested five rounds of additional information; submission provided on 9 October 2023.</p> <p>Extension of time request sent to grant approval body to extend the works beyond June 2024.</p> <p>2022-23 Annual Report was submitted to the funding body and 2023-24 1st Quarterly report also submitted.</p> <p>Funding body was asked to confirm the Grant Approval or Deed to be signed.</p>

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Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Community Room, Warren on Thursday, 28th March 2024

ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
				Additional information has been requested from OLG on the eligibility, co- contribution and project element alignment with the ARGN 1025 event.
Macquarie Park Restoration JC 3300-4430-0	112,500	Nil	GM IPM DMES TSM	<p>This project once implemented will ensure that the Warren town is prepared for major flooding and potentially immune from future natural disasters. This project will enable the resilience of the Warren Community as it equips the town with the mechanisms necessary to deal with future adverse environmental conditions.</p> <p>Funds have been paid, works program approved.</p> <p>Funding body requested four rounds of additional information; submission provided by 18 August 2023.</p> <p>Extension of time request sent to grant approval body to extend the works beyond June 2024.</p> <p>2022-23 Annual Report was submitted to the funding body and 2023-24 1st Quarterly report also submitted.</p>
Office of Sport - Female Friendly Community Sport Facilities and Lighting Upgrades Grant Program Victoria Park Precinct New Female Amenities. JC 3450-4310-0	500,000	21,560	IPM/ WSCC M	<p>This project involves construction of new amenities building including two separate changerooms and public access toilets will be constructed to provide safe, equitable and accessible facilities for female participants within Victoria Park Precinct.</p> <p>Planning and project initiations are progressing.</p> <ul style="list-style-type: none"> - Geotechnical investigations initiated; Site exploration completed in May 2023. - Awaiting Geotech report. - Final location determined. <p>Barnson has been engaged to develop a concept plan (2 options) for stakeholders review.</p> <p>First concept plan/design meeting with Barnson held in July 2023. Barnson presented a set of drawings plan, elevation and views.</p>

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
				<p>Comments on 1st draft issued.</p> <p>Final concept plan (1st issue) received in September 2023 and has been sent to stakeholders for review and comment.</p> <p>Comments received on the draft plan are being incorporated into the final concept plan, to be reissued to stakeholders for their comment.</p> <p>Sporting Facilities Committee considered the final plan at the 8 November 2023 meeting.</p> <p>Barnson was asked to complete the structural design to call a contract only tender with option for submitting alternative tender for superstructure. A tender is likely to be called in first quarter of 2024; once the design is fully complete by March – April 2024, expect construction completion in November 2024.</p>
<p>Library Lobby Upgrade and Landscape Works \$315,723 (State Library Grant) JC 3350-4310-0 Including LRCI Round 4 \$4,519 JC 3350.4.10</p>	320,242	318,555	IPM/ Lib	<p>A contractor has been engaged for the external lobby upgrade works- as separable portion 1.</p> <p>Work onsite commenced on 9th October 2023.</p> <p>Work is expected to go on for 10 weeks.</p> <p>Landscaping works are being rescoped to fit within the remaining budget.</p> <p>Temporary Library located at the Old Visitor Information Centre, Burton Street, Warren.</p> <p>The rescoped landscaping and costing option will be considered at the next Town Improvements Committee meeting scheduled for 16th October 2023.</p> <p>Town Improvements Committee considered the recommendation to vary the Lobby construction to include the following Landscaping works:</p> <ul style="list-style-type: none"> - Fencing to space; - Driveway and pavement; - Concreting the Lobby, concourse and steps; and

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CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
				- Installation of water tanks and irrigation system to lawns and gardens. Lobby works finished early February 2024. Landscaping by the end of March 2024.
Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B - Infrastructure Projects Management Office Projects:				
Carter Oval EV Charging Station (up to 3) Contribution JC 3350-18-0	45,000	Nil	IPM	Options being considered includes – partnering with Regional Service providers like NRMA, Origin etc.
Equestrian Arena Operation Equipment (Council 23/24 Budget Funding) JC 6010-2-3	35,670	31,820	IPM	Gator, arena rake and edger procurement is completed. Operator training and induction to club users conducted on 11 August 2023. Second round of training scheduled for 3rd September 2023 but cancelled on User groups request. Additional training to be arranged if requested by User groups. One User group member inducted in December 2023. The balance of the funds to be spent on fully commissioning the storage container.
Safety Management System	75,825	Nil	WHS- RC /GM	Works Program being formulated.
Asset Management & IPR	112,636	Nil	GM/ DMES	Works program being formulated.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expend	Resp	Comment
Grant Applications				
Crown Reserves Improvement Fund Program 2023/24 Racecourse Irrigation Upgrade	\$825,000	N/A	TSM/ IPM	An application was submitted on 17 November 2023. The upgrading will enhance operations sustainability by delivering water efficiency to optimize value, and enjoyment for the community. This upgrade will enhance Council's ability to work towards environmentally sustainable practices allowing watering of the racetrack and it will also eliminate manual handling issues for staff during watering activities. Awaiting Notification
Crown Reserves Improvement Fund Program 2023/24 Showground/Racecourse Disability Ramp	\$96,636	N/A	IPM	An application was submitted on 17 November 2023. This project will enable the Council to provide a compliant accessible concourse within the Showground/ Racecourse complex. Disabled access to the GB Falkiner Lounge and Grandstand area is currently not available, these proposed improvements will enable the Council to address this lack of access for the Warren and visitor community. Awaiting Notification
Crown Reserves Improvement Fund Program 2023/24 Racecourse Exclusion Fencing Improvements	\$361,364	N/A	IPM	An application was submitted on 17 November 2023. The project for this Grant aims to improve the fencing that encloses the circumference of the Showground/Racecourse Complex encompassing Racecourse, Showground, Equestrian Arena, Pony Club, Country Horse Jump facilities etc. offering superior protection against potential kangaroo intrusion, thereby providing a safe workplace for riders on the racetrack and other facilities. Awaiting Notification
Transport for NSW (TfNSW) The Open Streets Grant Program - 2024 Warren Christmas Street Party	60,000	N/A	GM/PAO	An application was submitted on 26 February 2023. This grant is for a 2024 Warren Christmas Street Party, designed to spread holiday cheer with activities for the whole family, complete with a visit from Santa Claus, kid's rides and holiday market stalls showcasing unique gifts and crafts from local artisans, performances by local artists and ending the event with a fireworks display.

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ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

				Awaiting Notification
Women NSW The Investing in Women Funding Program - Warren's Women of the Future	42,500	N/A	GM/PAO	An application was submitted 20 March 2024. This grant aims to create an inspirational one-day event that will bring together the young women of Warren. Featuring a keynote address by a prominent high achiever, on achieving goals, overcoming setbacks and adversity, and building resilience. Designed to celebrate diversity, motivate and drive our local youth community. Awaiting Notification

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

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

DMES - Divisional Manager Engineering Services

MHD - Manager Health and Development Services

TSM - Town Services Manager

RIM - Roads Infrastructure Manager

IPM - Infrastructure Projects Manager

PAO - Projects Administration Officer

PO – Projects Officer

WSCCM – Warren Sporting & Cultural Centre Manager

EDVM - Economic Development and Visitation Manager

WARREN SHIRE COUNCIL
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ITEM 4 2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

(R4-13.2)

RECOMMENDATION that:

1. The information be received and noted; and
2. Council approve the attendance of up to two (2) interested Councillors with the General Manager and Divisional Manager Engineering Services or nominee to the 2024 Local Roads Congress - IPWEA (NSW) on Monday, 3rd June 2024.

Purpose

To seek Council approval for up to two (2) Councillors to attend the 2024 Local Roads Congress - IPWEA (NSW) on Monday, 3rd June 2024.

Background

In previous years Council has sent up to two (2) Councillors to attend the Local Roads Congress - IPWEA (NSW) together with relevant staff.

Council's General Manager is on the Committee of Management of the IPWEA Roads and Transport Directorate that is responsible of the conduct of the NSW Local Roads Congress and attends due to this. The Divisional Manager Engineering Services or nominee also attends due to the nature of the Congress.

In 2021 Councillor Brewer and the General Manager attended and both found the Congress worthwhile attending. In 2022 Councillors Whiteley and McCloskey, the Divisional Manager Engineering Services and the General Manager attended and all found the Congress worthwhile attending. In 2023 Councillors Whiteley and McCloskey, the Divisional Manager Engineering Services and the General Manager attended and all found the Congress worthwhile attending.

Report

The theme for this year's Congress "*Planning for the Future*". Attached is a copy of the Flyer and Draft Congress Program which is still being finalised, particularly in relation to the attendance of relevant Ministers and Opposition Spokespersons and other topics.

Also attached is a copy of the 2023 NSW Local Roads Communique together with information from previous Congresses.

It is considered worthwhile for at least one (1) Councillor, up to two (2) Councillors, who most probably have an interest in roads to attend with staff.

Practically, it would mean travel to Sydney by plane early Monday, 3rd June 2024 staying overnight and returning back to Warren in the morning of Tuesday, 4th June 2024.

FINANCIAL AND RESOURCE IMPLICATIONS

Attendance costs are expected to amount to approximately \$1,400 per attendee for Congress registration, accommodation, meals and flights.

Council provides annual funding for Councillors to attend this Congress.

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ITEM 4 2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

LEGAL IMPLICATIONS

There is no legal requirement for Council to attend this Congress however, Council is a member of the IPWEA Roads and Transport Directorate and local and regional roads are Council's most major asset and a high priority.

RISK IMPLICATIONS

There are no known risks.

STAKEHOLDER CONSULTATION

N/A.

OPTIONS

Council can choose to have Councillors attend or not attend.

CONCLUSION

This report has been prepared to advise Councillors of the upcoming NSW Local Roads Congress and to arrange the attendance for up to two (2) interested Councillors.

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

- 3.1.1 Ensure that the road network is maintained to acceptable community standards;
- 5.3.1 Provide effective training and development of our staff;
- 5.3.2 Create a productive and cooperative working environment for Councillors to support their governance responsibilities; and
- 5.4.3 Actively seek external support (financial and in-kind) from Government, alliance partners, the community and philanthropists to support the provision of new services and amenities for the community.

SUPPORTING INFORMATION /ATTACHMENTS

- 1. NSW Local Roads Congress 2024 Flyer.
- 2. Draft NSW Local Roads Congress 2024 Program.
- 3. 2023 NSW Local Roads Congress Communique.
- 4. Previous Local Roads Congress Information.

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ITEM 4 2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

Attachment 1



3rd June 2024 | NSW Parliament House, Sydney

The Roads & Transport Directorate is honoured to host the 2024 Local Roads Congress, an annual one-day event for local government to join together to discuss policy changes, challenges and constraints within the NSW local roads network.

The Congress primarily targets Mayors, Councillors, General Managers and Directors of Engineering within local governments with a focus on policy-oriented discussions under the theme 'Planning for the Future'. This theme underscores our commitment to addressing the evolving challenges and opportunities in local road and transport infrastructure and to ensure the local road network is prepared for the challenges ahead.

An outcome of the congress discussion is to produce a communiqué outlining key actions for change, as well as to help shape the advocacy framework of the Roads and Transport Directorate.

For more information on the 2024 Local Roads Congress and to register, scan the QR code.



 rtd@ipweansw.org

 ipweansw.org/events

 02 8267 3001

WARREN SHIRE COUNCIL
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ITEM 4 2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

Attachment 2

		2024 LOCAL ROADS CONGRESS	NSW & ACT IPWEA <small>INSTITUTE OF PUBLIC WORKS ENGINEERING AUSTRALASIA</small>
Planning for the Future			
MORNING PROGRAM			
8:30am – 9:00am		Delegate registration	
9:00am		Uncle Allen Madden <i>'Welcome to Country'</i>	
9:10am		Rob Carlton MC <i>'Congress Welcome'</i>	
9:20am		Will Barton Vice President IPWEA NSW and ACT <i>'Vice President's Welcome'</i>	
9:30am		Cr Darriea Turley AM President, Local Government NSW <i>'Welcome Address – LGNSW'</i>	
9:40am		Joshua Devitt Asset AI Project Update <i>'Keynote Presentation'</i>	
MORNING TEA			
10:00am – 10:30am			
10:30am		TBC	
10:45am		The Hon. Natalie Ward MLC Shadow Minister for Transport and Roads <i>'Keynote Address'</i>	
11:00am		The Hon. Jenny Aitchison MP Minister for Regional Transport and Roads <i>'Keynote Address'</i>	
11:15am		The Hon. David Layzell MP Shadow Minister for Regional Transport and Roads <i>'Keynote Address'</i>	
11:30am		Panel Discussion – Ministers	
LUNCH			
12:00pm – 1:30pm			
<i>*Program subject to change</i>			

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ITEM 4

2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

		 2024 LOCAL ROADS CONGRESS Planning for the Future	
AFTERNOON PROGRAM			
1:30pm		Peter Shields Chief Engineer City of Sydney <i>'Street as Shared Spaces'</i>	
1:50pm		Scott Greenow A/Executive Director Freight, Transport for NSW <i>'Future Freight'</i>	
2:10pm		TBC <i>'Road Safety'</i>	
2:30pm		Dr Austin Morris Director of Engineering & Environmental Services, Lockhart Shire Council <i>'Electric Vehicle Implementation'</i>	
2:50pm		Warren Sharpe OAM Director, Warren Sharpe Strategic Services Pty Ltd <i>'Integrated Network Planning'</i>	
3:10pm – 3:40pm		AFTERNOON TEA	
3:40pm		TBC <i>Disaster Recovery Funding – Federal Inquiry Update (early results)</i>	
4:00pm		Panel Discussion - Technical Speakers	
4:30pm		Rob Carlton MC Congress Communiqué	
5:00pm – 7:00pm		Networking Evening	
		Discuss the days topics over canapes and beverages at the Strangers' Room	
<i>*Program subject to change</i>			

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ITEM 4 2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

Attachment 3



**LOCAL
GOVERNMENT
NSW**



NSW & ACT
IPWEA
INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

2023 NSW Local Roads Congress

Sustainable Investment

The NSW Roads and Transport Directorate, a partnership between Local Government NSW (LGNSW) and the NSW Division of the Institute of Public Works Engineering Australasia (IPWEA NSW and ACT), is proud to present the 2023 Local Roads Congress Communiqué.

Local and regional transport infrastructure is critical to the safety, resilience, prosperity, and social well-being of NSW communities. The Local Roads Congress (Congress) emphasises the pivotal role of Local Government in shaping local and regional transport infrastructure in partnership with State and Federal Governments.

The last four years have seen massive disruption to NSW communities, the local road network and associated services, due to extensive damage from natural disasters. These issues have been exacerbated by the impacts of COVID-19, skills and supply shortages, and cost inflation rates significantly outstripping rate pegging and Government funding support. The Congress celebrates the efforts of NSW councils to recover damaged local road infrastructure in challenging times of unprecedented workloads.

The Australian Government reported that without action, the economic cost of natural disasters will increase from \$38B to \$73B per annum by 2060 (National Climate Resilience and Adaptation Strategy 2021-25). Local Government must play a major role in improving the resilience of the local road network, recognising that this requires immediate action to facilitate network-wide changes over the medium-long term. Improving the resilience of local roads on a network basis will mitigate the traumatic impacts of natural disasters on affected communities and reduce future costs to all levels of Government. The current overall Government funding models are reactive, insufficient for the scale of the task, inherently inefficient, and poorly aligned to the function of Local Government. The base funding levels do not support the development and retention of a sustainable workforce within Local Government due to an over-reliance on competitive grants. These arrangements do not support proactive infrastructure planning or efficient delivery of projects and services due to funding uncertainty.

The Congress unanimously agreed that a new watershed partnership between Local Government and the NSW and Australian Governments is warranted. This will enable the progression of the local road network toward a sustainable future with the specific goals of improving the safety, social equity, prosperity, liveability, and resilience of NSW communities. The Congress acknowledges this is a shared responsibility and that Local Government must act as a proactive partner to deliver positive outcomes.

Congress Communiqué

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ITEM 4

2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



2023 NSW Local Roads Congress
Sustainable Investment

NSW Local Government

The Congress acknowledges the need to develop improved network-wide plans to address road safety, resilience, productivity, freight movement, and liveability inclusive of all modes of road-related transport.

The Congress identifies that the current funding model is insufficient to meet the needs of NSW local communities and places unprecedented pressure on the current resources within NSW Local Government. The current inequitable and uncertain Government funding arrangements also creates significant challenges in infrastructure planning over the medium term.

The Congress supports a commitment from Local Government to:

- i) Continue to partner with the NSW and Australian Governments to address current and future challenges to deliver fit-for-purpose local transport infrastructure.
- ii) Develop and implement road network safety plans based on a safe systems approach with specific actions to lower road-related trauma.
- iii) Develop and implement critical infrastructure and resilience plans, including reducing the adverse impacts of natural disasters on local roads and associated infrastructure.
- iv) Integrate the outcomes of road network safety and critical infrastructure resilience plans into local transport network plans, asset and risk management plans, community strategic plans, delivery programs, and operational plans, by reporting to the community via annual reports.
- v) Develop and implement improved workforce plans to address the current and future skills shortages in the professional engineering and skilled infrastructure worker disciplines.
- vi) Work with IPWEA NSW & ACT, LGNSW, the NSW Roads and Transport Directorate, tertiary education, and other providers to ensure the development of suitable training programs focussed on managing overall local road networks as well as efficient delivery of maintenance, renewal, and construction activities to local communities.
- vii) Local government continue to report annually on the State of their Assets as per the ALGA agreed performance measures and verify the accuracy of the data included in the reporting.
- viii) Collaborate with NSW Government to formulate a program dedicated to the replacement of causeways, with the primary objective of enhancing natural disaster resilience through betterment.

Congress Communiqué

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ITEM 4

2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



**LOCAL
GOVERNMENT
NSW**



NSW & ACT
IPWEA
INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

2023 NSW Local Roads Congress

Sustainable Investment

NSW Government

The Congress calls on the NSW Government to:

- i) Continue the Fixing Country Bridges Program with a priority on replacing timber bridges. Expand the program to allow for flexibility to improve the resilience of the local road network by including other structures, such as the replacement of major culverts, as well as aging concrete and steel structures.
- ii) Collaborate with Local Government to formulate a program dedicated to the improvement and upgrading of causeways, with the primary objective of enhancing natural disaster resilience through betterment.
- iii) Continue the Fixing Local Roads Program with an annual allocation aligned to the Roads to Recovery distribution formula to provide greater certainty and allow improved short-medium term infrastructure planning by NSW Local Government.
- iv) Continue to provide competitive grants for the improvement of freight outcomes by addressing first and last-mile challenges on the local and regional road network.
- v) Work with LGNSW to negotiate the removal of emergency services levy charges from NSW Councils for the NSW Rural Fire Service, State Emergency Service, and NSW Fire and Rescue to assist councils to maintain and improve the resilience of Councils roads infrastructure.
- vi) As a matter of urgency, finalise the Regional Roads Transfer and Reclassification Review to provide certainty to Local Government.
- vii) Facilitate an audit of the long-term financial plan of each local government to ensure alignment with the asset management plan lifecycle forecasts that communicate the trade-offs on performance, cost, and risk.
- viii) Work with Local Government to develop a program to strengthen the maintenance, safety, and resilience of the State highway network, giving particular attention to sections that are prone to flooding or experience access limitations during fire incidents.
- ix) Commit to ongoing support for Road Safety initiatives across the entire road network. In particular, to support the development and implementation of Road Safety Strategic Plans at all NSW councils.

Congress Communiqué

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WARREN SHIRE COUNCIL
Report of the General Manager
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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



**LOCAL
GOVERNMENT
NSW**



NSW & ACT
IPWEA
INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

2023 NSW Local Roads Congress

Sustainable Investment

Australian and NSW Government

The Congress calls on the Australian and NSW Governments to work together with NSW Local Governments to address the following:

- i) A more sustainable long-term funding model for Local Government with a higher level of base funding support and reduced reliance on individual competitive grants.
- ii) A proactive strategy to address the skills shortage in skilled professional Engineers and infrastructure workers.
- iii) A more sustainable model for Natural Disaster Funding Arrangements in New South Wales for all NSW councils focusing on equity and building back better.
- iv) Develop new guidelines for the Natural Disaster Funding Arrangements to allow increased flexibility to build back better with fast, efficient approval mechanisms that enable timely recovery work post-disaster.
- v) Work with Local Government to ensure improved arrangements are put in place for the provision and ongoing care of roads servicing large-scale green power projects such as wind and solar farms, as well as forestry and mining projects, to reduce the cost shift to Local Government.
- vi) Reduce red tape and provide additional Government resources to enable faster approvals for road infrastructure construction, maintenance, and management, including during disaster recovery works.
- vii) Continue to collaborate with Local Governments, businesses, and the international community to address longer-term climate change.

Australian Government

The Congress calls on the Australian Government to:

- i) Increase the Roads to Recovery Program to \$1B per annum from 2024-25 onwards, as this funding program is regarded by Local Government as the most efficient mechanism and source of funding for local roads.
- ii) Increase the annual Roads to Recovery Program allocations to align with the construction cost index and the growth in the road asset base, ensuring maintenance of funding levels in real terms.
- iii) Revise the Roads to Recovery Statement of Intent to include the development of local road safety and resilience plans, as well as the integration of natural disaster

Congress Communiqué

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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



LOCAL
GOVERNMENT
NSW



NSW & ACT
IPWEA
INSTITUTE OF PUBLIC WORKS
ENGINEERING AUSTRALASIA

2023 NSW Local Roads Congress

Sustainable Investment

adaptation strategies into council transport, asset management, long-term financial plans, delivery programs, and annual budgets.

- iv) Allow councils to utilise Roads to Recovery funding to assist in the development of Road Resilience, Road Safety Strategic, and Road Network Management Plans. Funds would be allocated as a one-off 50/50 funding model with a maximum limit of \$50,000 per Council (subject to increasing the overall Roads to Recovery funding).
- v) As a minimum, double the Australian Government’s Bridge Renewal Program from \$85m per annum to \$170m per annum to target improving the resilience of local road routes. Prioritise funding for the replacement of timber and hybrid bridges, and other vulnerable structures.
- vi) Provide a financial incentive program to assist Local Government to employ, train and develop new Cadet Engineers.
- vii) Work with professional bodies such as IPWEA Australasia to increase the capacity and skills of public works personnel, with a specific focus on road network planning, road drainage, road pavements, road surfacing, and asset management.
- viii) Work with universities to increase the focus on the whole of road network planning, road drainage, road pavements, road surfacing, and asset management in future Engineering degree course curriculum.
- ix) Continue to support apprenticeship programs to develop new and existing workers in the operational skills required to build and maintain roads.
- x) Support ongoing research into cost-effective, resilient road materials and independent product reviews by specialist organisations such as the National Transport Research Organisation (NTRO). Provide appropriate guidelines and training programs to put this research into practice.
- xi) Promote circular economy principles in road infrastructure by incorporating sustainable and innovative technologies that prioritise environmental sustainability. This includes using renewable resources, adopting advanced construction methods, and promoting the use of recycled materials while setting specific targets for reducing carbon emissions and other environmental impacts.
- xii) Provide direct financial assistance to local governments to enable them to adapt their asset management systems to the requirements of HVRR. Specific targets should be established for integrating HVRR into Local Government operations to ensure the efficient use of these resources.

Congress Communiqué

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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



2023 NSW Local Roads Congress
Sustainable Investment

- xiii) Develop robust capacity-building programs and training sessions for Local Government staff engaged in asset management. These programs should focus on improving the understanding of HVRR and its implications for asset management. Measurable outcomes, such as the number of staff trained or improvements in asset management efficiency, can help gauge the success of these programs.
- xiv) Proactively engage with NSW Local Government and the Roads and Transport Directorate in developing the NSLS and HVRR. By setting clear channels for communication and consultation, the needs and experiences of local communities can be better represented in these standards and reforms.

The 2023 NSW Local Roads Congress, under the banner of 'Sustainable Investment', underscores the necessity of strategic investment in local road infrastructure that ensures safety, efficiency, and resilience both now and into the future. We call on all levels of government to take decisive action towards these goals for the ultimate benefit of all NSW residents.

In addition to the key strategies and objectives outlined in this communiqué, the 2023 NSW Local Roads Congress emphasises the importance of continued dialogue and consistent follow-up actions. Sustainable investment is not a one-time decision but a continuous commitment, and the successful implementation of these proposals relies on consistent collaboration and evaluation.

The NSW Local Roads Congress concludes with a strong call to action, urging all stakeholders to unite in their efforts to enhance the local road network, improve safety, foster economic prosperity, and ensure the resilience and well-being of NSW communities. Through this collective commitment and shared responsibility, we can create lasting positive change for the benefit of all.

WARREN SHIRE COUNCIL
Report of the General Manager
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ITEM 4 2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

Attachment 4

     [SIGN IN](#)

Local Roads Congress

[Register for the 2024 Local Roads Congress](#)



About the Event

The Roads and Transport Directorate, in collaboration with Local Government NSW, holds an annual Local Roads Congress, where local council mayors, councillors and executives gather to discuss road-related policy issues. The purpose of the Congress is to address policy issues rather than technical issues and to optimise roads and transport outcomes. The first NSW Local Roads Congress was held in December 2005 and has been held annually since then.

<https://www.ipweansw.org/roadsdirectoratelocal-roads-congress>

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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



Local Roads Congress 2024

The 2024 Local Roads Congress will be held on Monday 3 June 2024, at the NSW Parliament House in Sydney with the theme of '*Planning for the Future*'.

[See more information](#)

2023 Local Roads Congress

The 2023 Local Roads Congress was held on 5th June 2023 at NSW Parliament House. The Congress was attended by over 100 local government executives, managers and elected officials. We welcomed the Minister for Regional Transport and Roads the Hon. Jenny Aitchison, Minister for Roads the Hon. John Graham, the Shadow Minister for Transport and Roads the Hon. Natalie Ward, and the Shadow Minister for Regional Transport and Roads the Hon. Sam Faraway.

<https://www.ipweansw.org/roadsdirector/local-roads-congress>

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WARREN SHIRE COUNCIL
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ITEM 4

2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

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WARREN SHIRE COUNCIL
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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

Local Roads Congress 2022

The Local Roads Congress was held on Monday 6 June 2022, at the NSW Parliament House in Sydney.

The theme of the Congress was Putting Policies into Practice.

2022 NSW Local Roads Congress
Communiqué

2021 Local Roads Congress

The 2021 Local Roads Congress was held on 7 June 2021 as a hybrid event at the NSW Parliament House and online. The theme of the Congress was Reconnecting the Dots in Community Recovery – the connections being Emergency Management, Management of Assets, Road Safety, and Resources – strategic areas which are interrelated and of primary importance to local government.

2021 NSW Local Roads Congress
Communiqué

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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



2020 Local Roads Conference

The annual NSW Local Roads Congress was delivered as a virtual conference, with sessions on 1 June 2020 and 15 June 2020. The theme for this year's event was Connecting the Dots – the connections being Emergency Management, Management of Assets, Road Safety, and Resources – strategic areas which are interrelated and

<https://www.ipweansw.org/roadsdirector/local-roads-congress>

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WARREN SHIRE COUNCIL
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2024 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

of primary importance to local government. The conference took place over two session days- the first session tackling the challenges associated with 'Saving lives on local roads' and the second session focusing on 'Providing high quality infrastructure to the community'.

2019 Local Roads Congress

Roads, Risk, Regulation & Resourcing. The 2019 Local Roads Congress and Congress Dinner was held at the Parliament House NSW Theatre on 3 June 2019. The Minister for Regional Transport and Roads, Paul Toole MP and the Shadow Minister for Local Government and Communities and Shadow Minister for Regional Roads, Peter Primrose, MLC each addressed the Congress. At the conclusion of the Congress delegates adopted a Communiqué which succinctly captured the outcomes of matters discussed during the day.



For information and enquiries about the Local Roads Congress, please contact us at
rtd@ipweansw.org or on (02) 8267 3000

QUICK LINKS

[Resources](#)

[Projects](#)

[Membership](#)

ABOUT US

<https://www.ipweansw.org/roadsdirector/local-roads-congress>

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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 28th March 2024

ITEM 1 RECONCILIATION CERTIFICATE – FEBRUARY 2024

(B1-10.16)

RECOMMENDATION:

That the Statements of Bank and Investments Balances as at 29th February 2024 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 29th February 2024.

Council is reviewing the current Investment Policy to allow for more flexibility and future compliance from investing activities on this basis, currently the array of investments held are strictly speaking not compliant with counterparty limits applied. Once the AMP and Judo investments end, Council will be compliant in either case, my professional opinion is that this presents minimal risk to Council with lose of funds of otherwise.

INTERNAL LEDGER ACCOUNT RECONCILIATION

	Balance 31-Jan-24	Transactions	Balance 29-Feb-24
General	7,232,586.86	7,744.25	7,240,331.11
Water Fund	614,430.76	(92,450.24)	521,980.52
Sewerage Fund	1,847,404.53	(72,226.82)	1,775,177.71
North Western Library	29,253.71	(895.16)	28,358.55
Trust Fund	88,151.10	0.00	88,151.10
Investment Bank Account	(8,238,697.87)	1,999,209.59	(6,239,488.28)
	1,573,129.09	1,841,381.62	3,414,510.71

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
to the Ordinary Meeting of Council to be held in the
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ITEM 1

RECONCILIATION CERTIFICATE – FEBRUARY 2024

CONTINUED

BANK STATEMENT RECONCILIATION

Balance as per Bank Statement =	3,414,510.71
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
Balance as per Ledger Accounts less Investments =	3,414,510.71

INVESTMENTS RECONCILIATION

Investments as at 29th February 2024

No.	Institution	Amount	Term & Rate	Maturity Date
	National Australia Bank	229,488.28	Variable	On Call A/c
1	National Australia Bank	1,000,000.00	91 days @ 5.0%	29-Apr-24
2	Judo Bank	1,000,000.00	91 days @ 5.2%	9-May-24
3	AMP	1,500,000.00	182 days @ 5.0%	29-Apr-24
4	AMP	1,500,000.00	182 days @ 5.0%	29-Jul-24
17	National Australia Bank	1,000,000.00	181 days @ 5.2%	9-May-24
40	National Australia Bank	10,000.00	60 days @ 1.45%	TBA
TOTAL INVESTMENTS =		6,239,488.28		

BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	3,336,039.57
Internally Restricted Funds Invested	5,765,017.00
2023/24 General Fund Operating Income & Grants	552,942.42
TOTAL BANK & INVESTMENTS ACCOUNTS BALANCE =	9,653,998.99

As Councils Responsible Accounting Officer, this notification outlines a measure of non-compliance within current Council Investment Policy, however a review of this policy will allow full compliance into the future.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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ITEM 1

RECONCILIATION CERTIFICATE – FEBRUARY 2024

CONTINUED

FINANCIAL AND RESOURCE IMPLICATIONS

N/A.

LEGAL IMPLICATIONS

N/A.

RISK IMPLICATIONS

There is a risk that the measure of non-compliance with Council Investment Policy, specifically counterparty limits, may impact TCorp risk assessment of Council and potentially limit future borrowing ability. This may also extend to TCorp reporting to other governing bodies, such as the Office of Local Government.

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 15th March 2024 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 15th March 2024 including comparisons over the last four years.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

LEGAL IMPLICATIONS

Nil.

RISK IMPLICATIONS

N/A.

STAKEHOLDER CONSULTATION

N/A.

OPTIONS

N/A.

CONCLUSION

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

LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

SUPPORTING INFORMATION / ATTACHMENTS

Statement of Rates and Annual Charges as at 15th March 2024.

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 28th March 2024

ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

CONTINUED

15-Mar-24

Name of Rate	NETT		COLLECTIONS FOR YEAR			NETT ARREARS	
	ARREARS 1st JULY \$	NETT LEVY \$	TOTAL RECEIVABLE \$	AMOUNT COLLECTED \$	COLLECT AS % AGE OF TOTAL REC'ABLE	ARREARS AMOUNT \$	ARREARS AS % AGE OF TOTAL REC'ABLE
General Fund Rates	265,784	5,460,340	5,726,124	4,238,631	74.02%	1,487,659	25.98%
Warren Water Fund	85,336	568,892	654,228	443,840	67.84%	208,737	31.91%
Warren Sewerage Fund	94,484	601,488	695,972	464,139	66.69%	232,327	33.38%
TOTAL 2023/2024	445,604	6,630,720	7,076,324	5,146,610	72.73%	1,928,723	27.26%
TOTAL 2022/2023	290,303	6,337,306	6,627,609	4,909,312	74.07%	1,718,298	25.93%
TOTAL 2021/2022	303,871	7,171,097	7,474,968	4,845,399	64.82%	2,629,569	35.18%
TOTAL 2020/2021	318,952	6,995,578	7,314,530	4,665,588	63.79%	2,648,942	36.21%
TOTAL 2019/2020	178,732	6,761,551	6,940,283	4,417,281	63.65%	2,523,002	36.35%
		10-Mar-20	12-Mar-21	10-Mar-22	07-Mar-23	15-Mar-24	
COLLECTION FIGURES AS \$		4,417,281	4,665,588	4,845,399	4,909,312	5,146,610	
COLLECTION FIGURE AS %		63.65%	63.79%	64.82%	74.07%	72.73%	

WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration
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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 2023/2024 financial year.

Project	Budget	Expend	Resp	Comment
Public Library Infrastructure Grants – “Doorways to Open-Air Library”.	\$320,242	\$318,555	DMFA LIB IPM	This value represents total carry over funds available from 2022/23 year. The project is near completion, once invoices are fully reconciled and paid, the acquittal process will take place. This project includes LRCI funding.
Office Equipment Purchases – PC Purchases – Electronic Records Management System Investigation/Implementation	\$101,840	\$15,091	DMFA	New office equipment purchases, PC’s and other as needed. Initial investigations for Electronic Records Management System together with other ICT Strategic Action matters has occurred recently.

ACRONYMS

GM - General Manager

DMFA - Divisional Manager Finance & Administration

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

MHDS – Manager Health & Development Services

LIB – Librarian

IPM – Infrastructure Projects Manager

WARREN SHIRE COUNCIL
Report of the Divisional Manager Engineering Services
to the Ordinary Meeting of Council to be held in the
Council Community Room on Thursday 28th March 2024

ITEM 1 WORKS PROGRESS REPORTS – ROADS

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

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

ACRONYMS

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

Roads M & R (Maintenance and Repair) Budget and Works
14th March 2024

PROGRAM	BUDGET	EXPENDITURE/ COMMITTED
Urban Sealed Roads	\$61,576	\$24,606
Parking Areas	\$5,677	Nil
Kerb and Guttering	\$20,000	\$20,000
Footpaths	\$39,738	\$10,822
Urban Unsealed Roads	\$29,455	\$2,398
Rural Sealed Roads	\$408,738	\$220,773
Rural Unsealed Roads	\$1,135,383	\$289,593
Rural Bridges	\$15,000	Nil
Regional Sealed Roads	*\$565,945	\$184,583
Regional Unsealed Roads	\$119,061	\$21,653
Regional Bridges	\$18,439	Nil
Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities)	\$326,404.75	\$59,649
Fixing Local Roads Pothole Repair Round	\$199,079.53 (Carryover from 2022/2023)	\$199,079.53
Total	\$3,194,051.28	\$1,033,156.53

*\$249,555 has been spent on Warren Road Rehabilitation Project as part of Council construction.

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET			EXPEND/COM M
March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction	\$1,252,622.95			\$991,827
	Road Name	Budget	Expenditure	
	Yarrandale	\$32,629	\$5,172	
	Elsinore	\$128,551	\$60,466	
	Christies	\$102,259	\$41,824	
	Merrigal	\$63,945	\$97,605	
	Pigeonbah	\$1,315	\$1,315	
	Wonbobbie	\$10,731	\$10,731	
	Cullemburrawang	\$7,062	\$6,678.3	
	Hatton	\$92,019	\$61,371	
	Nellievale	\$131,960	\$110,321	
	Notts Lane	\$128,928	\$67,421.23	
	Killaloo Lane	\$91,813	\$23,779	
	Catons	\$37,780	\$71,917	
	Booka	\$51,035	\$86,243	
	Lamphs	\$90,651	\$62,698.23	
	Sullivans	\$20,916	\$13,907.84	
	Gibsons Way	\$247,000	\$248,575	
	Buckiinguy	\$2,326	2,118.52	
	Bullagreen	\$11,846	\$8,086.59	
Armatree	\$6,923	\$13,530		
Gunnegaldra	\$20,916	Nil		
Nevertire - Bogan	\$4,105	\$1251.25		
Collie	\$728	\$4,426.52		
March 2021 AGRN 960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Regional Roads – Package 1	\$619,162.88			\$626,220.63
Road Name	Budget	Expenditure		
Carinda	\$199,476	\$199,476		
Billybingbone	\$419,010	\$424,629		
Collie - Trangie	\$675	\$2,115.63		
March 2021 AGRN960 Flood and Storm Damage Essential Public Asset Reconstruction Works – Package 2 Merrigal Road (Dragon Cowal) - Disaster Risk Reallocation Fund	\$649,685.88 (\$14,729.83 Retention money is due to contractor at end of DLP.)			\$627,985.42

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/COM M
Regional and Local Roads Repair Program	\$2,415,175			\$2,149,115
	Road or/Suburb Name	Expected Cost	Expenditure	
	Old Warren Road Rehabilitation	\$400,000	\$400,000	
	Industrial Access Road/Old Warren Road intersection	\$533,924	\$267,864	
	Dubbo Street Rehabilitation	\$898,287	\$898,287	
	Carinda Road Rehabilitation	\$119,911	\$119,911	
	Collie -Trangie Road Rehabilitation	\$134,221	\$134,221	
	Marthaguy Road Rehabilitation	—	—	
	Warren Road Rehabilitation	—	—	
	Urban Streets in Warren, Nevertire and Collie Rehabilitation	\$183,479	\$183,479	
	Marthaguy Road Heavy Patching	\$145,353	\$145,353	
	Total	\$2,415,175	\$2,149,115	
	September, October, November, December 2022 ARGN 1034 Flood and Storm Damage – Immediate Reconstruction Works	\$2,337,685		
Road Name		Budget	Expenditure	
Carinda Road		\$904,120	Nil	
Collie – Trangie Road		\$238,875	\$138,417	
Marthaguy Road		\$258,300	\$258,300	
Udora Road		\$570,150	\$503,248	
Wambianna Road		\$366,240	Nil	

WARREN SHIRE COUNCIL
 Report of the Divisional Manager Engineering Services
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

	This subcategory has reached its deadline. All work is now being considered under AGRN 1034 EPA RW				
PROGRAM	BUDGET				EXPEND/COM M
Warren Shire Council November 2021 to December 2022 Flood and Storm Damage Claim (ARGN 987 / 1025 / 1030 / 1034) (DMES/FRSPM/RIM)	Event	Subcategory	Estimate / Budget	Status	
	AGRN 987	EW	\$475,945	Works completed and claimed.	
	AGRN 987	IRW	\$241,591	Works completed and claimed.	
	AGRN 1025	IRW	\$323,610	Works on Ellengerah Road. Completed. Claim submitted.	
	AGRN 1030	N/A	N/A	Event was overlapped by AGRN 1034	
	AGRN 1034	EW	\$803,018	Works completed. Claim being prepared.	
	AGRN 1034	IRW	\$899,965	Works completed. Claim being prepared.	
	AGRN 1034	EPA RW	\$10,925,184	Submission 01 Rev. B lodged includes AGRN 1034 IRW.	
Road Maintenance Council Contract (RMCC)- State Highway 11 (DMES/FRSPM/RIM)	Project	Estimate / Budget	Comments		
	Heavy Patching	\$1,417,170.60	52 patches to be completed. Work in Progress		
	Milawa Pavement Rehabilitation	\$2,299,500 (Approx)	G1 received. Ensite meeting conducted. Final scoping is in progress by TfNSW.		

WARREN SHIRE COUNCIL

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

Road Maintenance Council Contract (RMCC)- State Highway 11 (DMES/FRSPM/RIM)	RMAP Activities	\$244,106	Quarter 1: \$50,551 (Claimed) Quarter 2: \$67,437 (Claimed)	
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MAINTENANCE

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	SR24 Hatton Lane	Grading (Flood Work)	2 KM Completed
	SR16 Notts Lane	Grading (Flood Work)	2 KM Completed
	SR16 Retreat	Grading (Flood Work)	8 KM Completed
	RR7516 Billybingbone	Fixing blowouts on Road	Completed
	RR333 Carinda Road	Patching	500 L / 5 T
Grader Crew 2 (Three-man crew)	SH11 Oxley Highway	Heavy Patching	SH11 Oxley Highway
Grader Crew 3 (Three-man crew)	Monkeygar Viewing Platform – Parking Bay	Grading	Completed
	SR17 Lamps Road	Grading (Flood Work)	3 KM Completed
	SR36 Gibson Way	Grading (Flood Work)	2.5 KM Completed
	RR333 Carinda Road	Slashing	44 KM Completed
Grader Crew 4 (Three-man-crew)	RR7516 Billybingbone Road	Spreading Gravel	700 M Completed

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WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveline (Tar Patching)	SH 11 Oxley Highway	Sealing heavy patches	8800L	94T
	SR202 Marthaguy Road	Patched 149 Holes	1100L	11T
	SR58 Nevertire Bogan	Patched 46 Holes	400L	4T
	RR333 Carinda Road	Patched 157 Holes	1000L	10T
	SR347 Collie – Trangie Road	Patched 15 Holes	100L	1T
	SH11 Oxley Highway	Patching 96 Holes	450L	4T

WORK CREW	LOCATION	ACTIVITY	WORK UNDERTAKEN
Roadside Maintenance Team	SH11 Oxley Highway	Slashing	100km Completed
	SR66 Wambianna Road	Slashing	46km Completed
	RR347 Collie- Trangie Road	Slashing	36km Completed
	SH11 Oxley Highway	Heavy Patching	Ongoing
	SR91 Industrial Access Road	Slashing	3km Completed

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UPCOMING WORKS (MARCH - APRIL)

WORK CREW	LOCATION	ACTIVITY
Grader Crew 1 (Three-man crew)	SR16 Notts Lane	Grading (Flood Work)
Grader Crew 2 (Three-man crew)	SH11 Oxley Highway	Heavy Patching
Grader Crew 3 (Three-man crew)	SR17 Lamps Road	Grading (Flood Work)
Grader Crew 4 (Three-man crew)	RR7516 Billybingbone Road	Spreading Gravel
Grader Crew 5 (Three-man crew)	Being Arranged	

Project	Budget	Expend/ Comm	Resp	Comment
Capital Works In Progress				
CBD Improvements	\$5,462	\$1,645	DMES	Investigation and design work for CBD Improvement Program is complete. Grant application submitted.
RR 7515 Warren Road Reconstruction	\$3,684,320	\$3,648,396	DMES/ RIM	Completed. Expenditure excludes retention money due to contractor (\$29,266.05). Ongoing.
Gunningba Estate Stage 3 Investigation and Design	\$30,000	\$26,620	DMES	Survey completed. Design ongoing.
Gravel Resheeting Priority Roads 1. Old Warren Road	\$239,900	\$226,581	DMES/ RIM	Old Warren Road Completed.
Bridges Renewal Program RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge	\$5,010,000	\$247,574	DMES/ RIM	Tender Closed: 5/12/23. Tender evaluation presented at February 2024 Council Meeting, contractor engaged.

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Project	Budget	Expend/ Comm	Resp	Comment
Footpath Replacement	\$15,756	\$622	DMES/ RIM	Ongoing.
Kerb and Gutter Renewal	\$15,545	Nil	DMES/ RIM	Ongoing.
Urban Unsealed Roads Resheeting	\$15,000	\$1,012	DMES/ RIM	Ongoing.
Regional Emergency Roads Repair Program (This program will be spread out over 4 years until 2027.)	\$3,386,576	Nil	DMES/ RIM	Assessment and final scoping currently being undertaken- <ol style="list-style-type: none"> 1. Carinda Road widening (\$1,200,000) 2. Warren Road Heavy Patching (\$511,576) 3. Bullagreen Road Shoulder Widening (\$1,000,000) 4. Nevertire Bogan Road Rehabilitation (Reseal) (\$175,000) 5. Tottenham Road Rehabilitation (Reseal) (\$175,000) 6. Gillendoon Street Heavy patching (\$125,000) 7. Cobb Lane Heavy patching (\$100,000) 8. Stubbs, Burton, and Zora Streets Rehabilitation (Reseal) (\$100,000)

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

Project	Budget	Expend/ Comm	Resp	Comment
Victoria Oval and Park Roadway Bitumen Reseal JC: 3350-24-510	\$69,930	\$32,902	DMES/ RIM	Completed. Line marking complete.

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Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B				
Project	Budget	Expend/ Comm	Resp	Comment
Macquarie Park Roadway Bitumen Reseal JC: 3350-25-510	\$12,285	\$2,139	DMES/ RIM	Works being rescope.
Bore Flat/Depot Parking Area Reseal JC: 3350-20-510	\$18,900	\$10,377	DMES/ RIM	Completed.
Oxley Park Drive Through Area Reseal JC: 3350-21-510	\$8,505	\$4,801	DMES/ RIM	Completed.
Ebert Park U-Turn Bay Area Reseal JC: 3350-22-510	\$5,670	\$4,022	DMES/ RIM	Completed 4 November 2023.
Warren Cemetery Access Road Reseal JC: 3350-23-510	\$9,450	\$4,117	DMES/ RIM	Completed 4 November 2023.
Monkeygar Creek Bird Viewing Platform Contribution	\$65,000	\$44,799	DMES	Check Platform and toilet completed. Carpark ongoing. Expenditure includes \$9,559 retention money due to Central Industries at end of DLP. Carpark budget is \$52,706.
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) and Fixing Local Roads Round 4 Nevertire – Bogan Road Segment 4,6,8 and 10 Rehabilitation.	\$3,496,725 Made up of \$2,797,380 grant & \$699,345 Council	\$640,183	DMES/ RIM	Scoping completed. 32,000t of gravel being hauled. Culvert replacement being rescope.

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Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B				
Project	Budget	Expend/ Comm	Resp	Comment
Gravel Resheeting of SR62 Buddabadah Road	\$170,100	Nil	DMES/RIM	Being scoped and programmed.
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) Rifle Range Road, Oxley Highway and Ellengerah Road Intersections Construction	\$176,815	Nil	DMES/RIM /FRSPM	Being scoped and programmed.
Rehabilitation of Marthaguy Road Segment 0 to Segment 6.	\$450,000 Block Grant and \$3 Million AGRN 1034 EPARW (TBA)	Nil	RIM	AGRN 1034 EPARW funding pending approval by TfNSW.
Grant Applications				
Regional Precincts and Partnership Program – Precinct Delivery – Warren CBD Upgrade Grant Application	\$13,244,452	Nil	DMES/ TSM	Pending grant approval.
Heavy Vehicle Safety and Productivity Program - Warren Road Rehabilitation Segments 12,14 and 16.	\$2,500,000 Co-contribution of \$500,000 from RERRF allocation	Nil	DMES/ RIM/ FRSPM	Pending grant approval.
Heavy Vehicle Safety and Productivity Program - Industrial Access Road Rehabilitation	\$2.1 Million Co-contribution of \$400,000 from RTR allocation	Nil	DMES/ RIM/ FRSPM	Pending grant approval.

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Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B				
Project	Budget	Expend/ Comm	Resp	Comment
Bridges Renewal Program - Replacement of Beleringar Bridge, Ellengerah Road	\$2 Million	Nil	DMES/ RIM/ FRSPM	Pending grant approval.

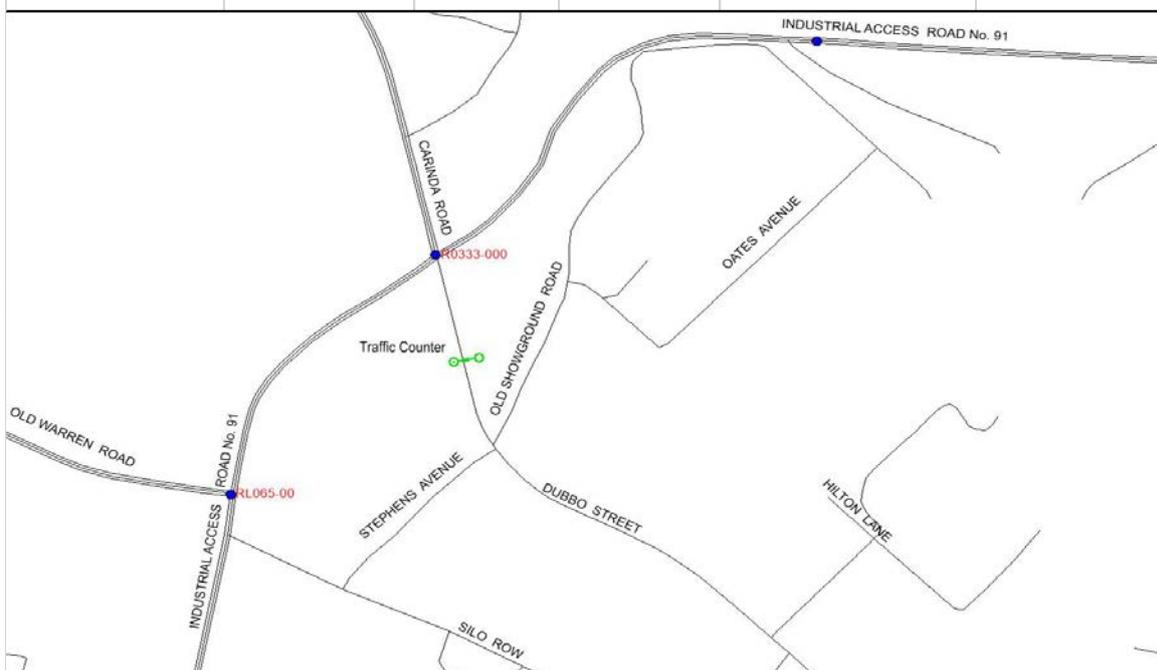
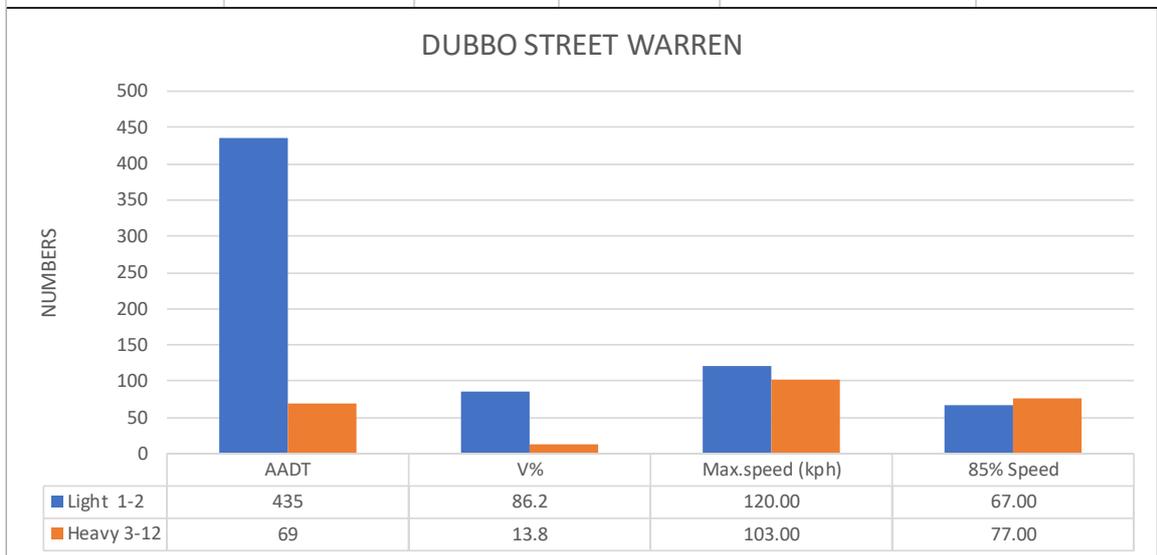
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TRAFFIC CLASSIFIER REPORT		DUBBO STREET WARREN			
Location		Segment 00			
Period of Operation (Days)		24	9/02/2024	to	4/03/2024
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	435	86.2	120.00	67.00
Heavy	3-12	69	13.8	103.00	77.00
Total		504	100		
Average percentile across classes			72.0	Km/H	



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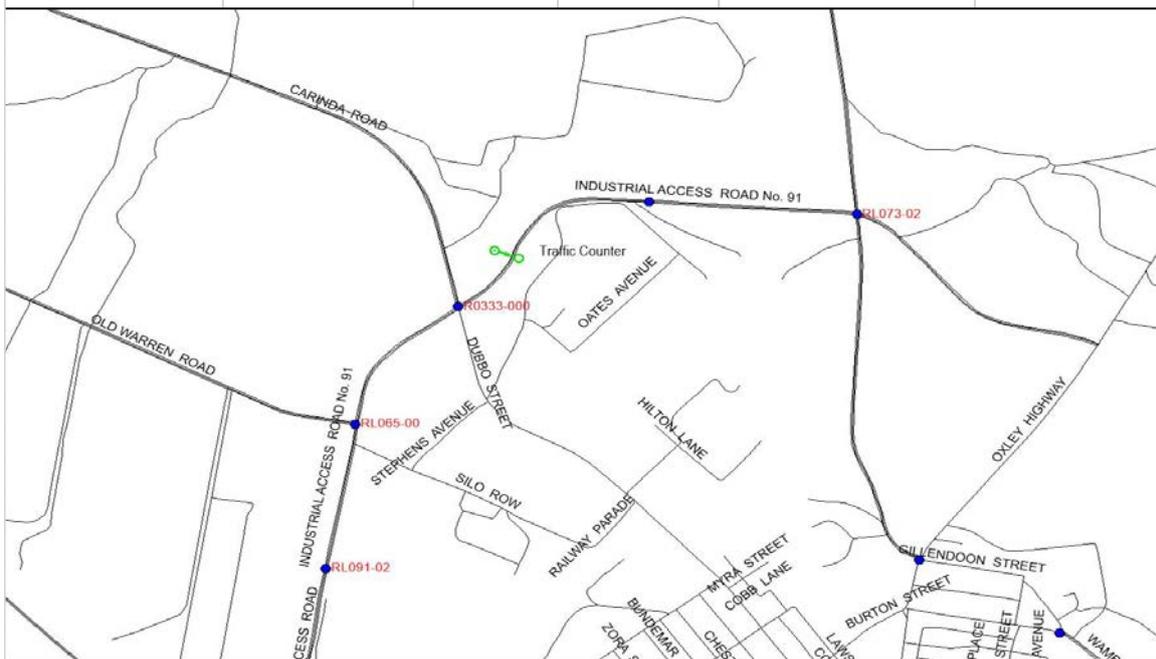
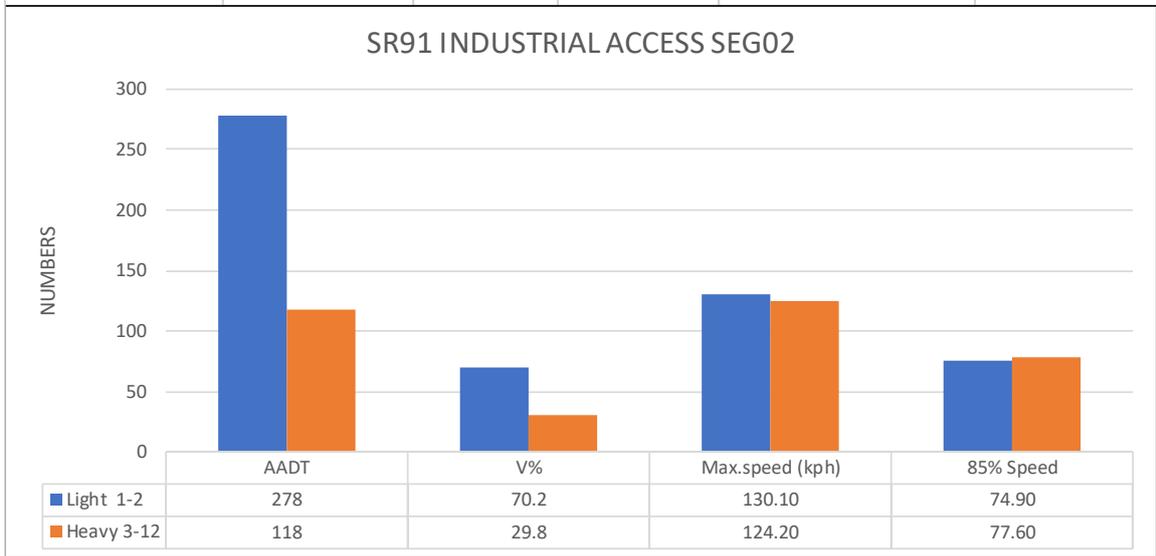
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TRAFFIC CLASSIFIER REPORT		SR91 INDUSTRIAL ACCESS			
Location		Segment 02			
Period of Operation (Days)		19	30/01/2024	to	3/03/2024
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	278	70.2	130.10	74.90
Heavy	3-12	118	29.8	124.20	77.60
Total		396	100		
Average percentile across classes			76.3	Km/H	



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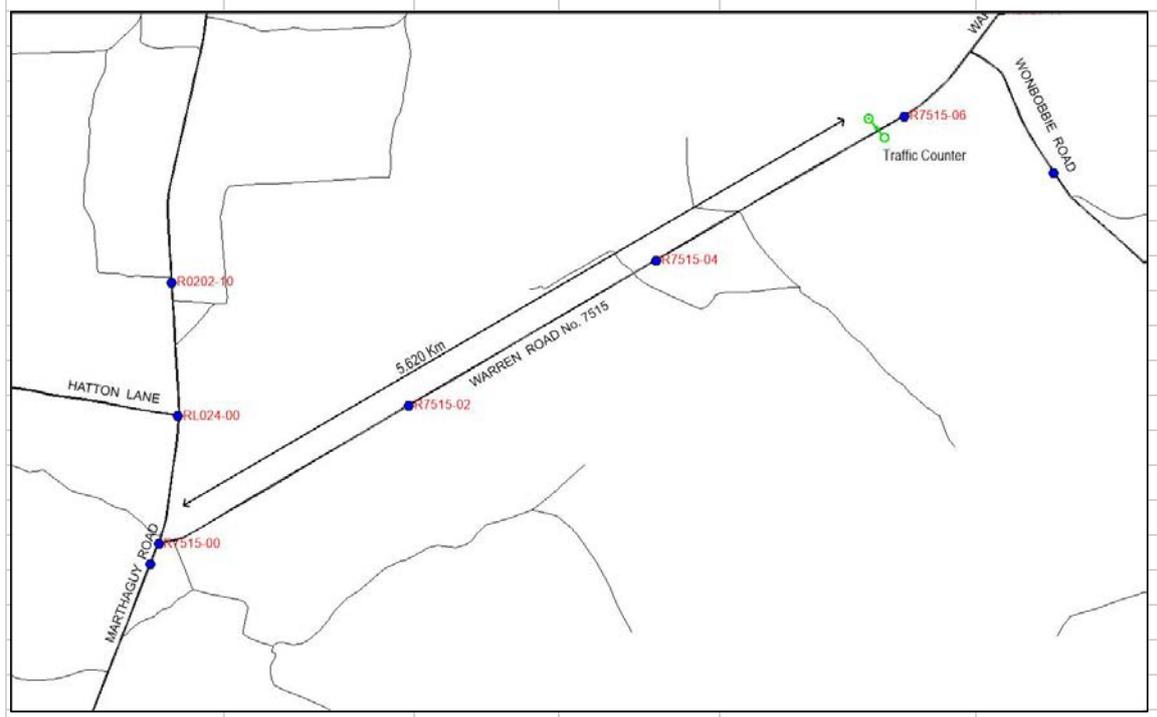
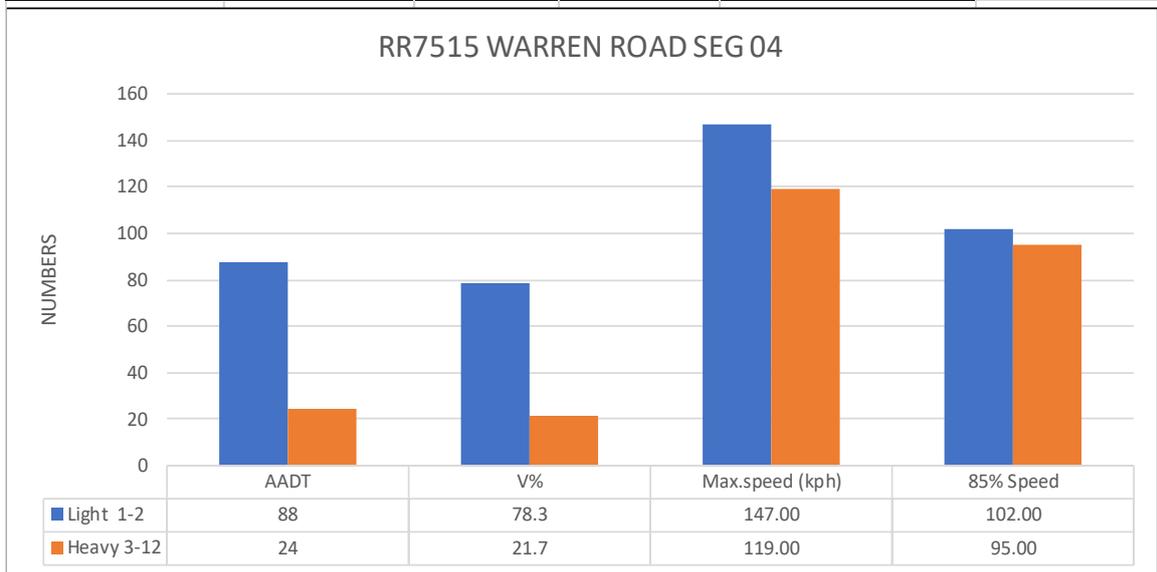
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TRAFFIC CLASSIFIER REPORT		RR7515 WARREN ROAD			
Location		Segment 04			
Period of Operation (Days)		19	16/02/2024	to	6/03/2024
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	88	78.3	147.00	102.00
Heavy	3-12	24	21.7	119.00	95.00
Total		112	100		
Average percentile across classes			98.5	Km/H	



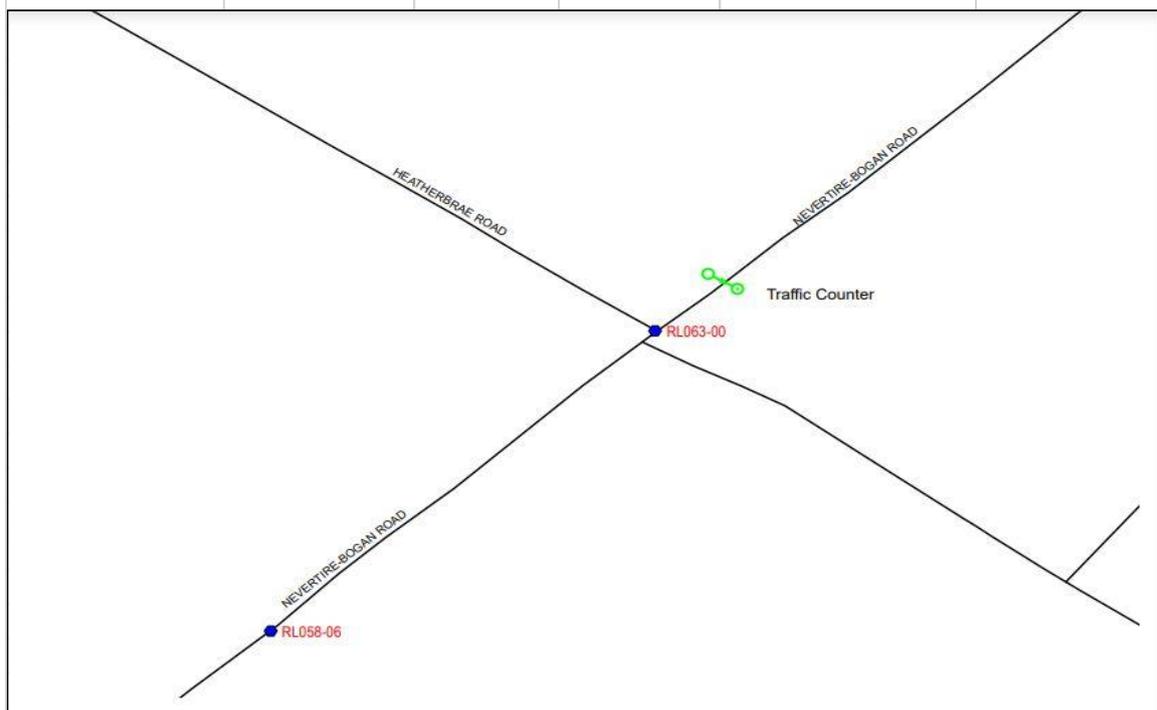
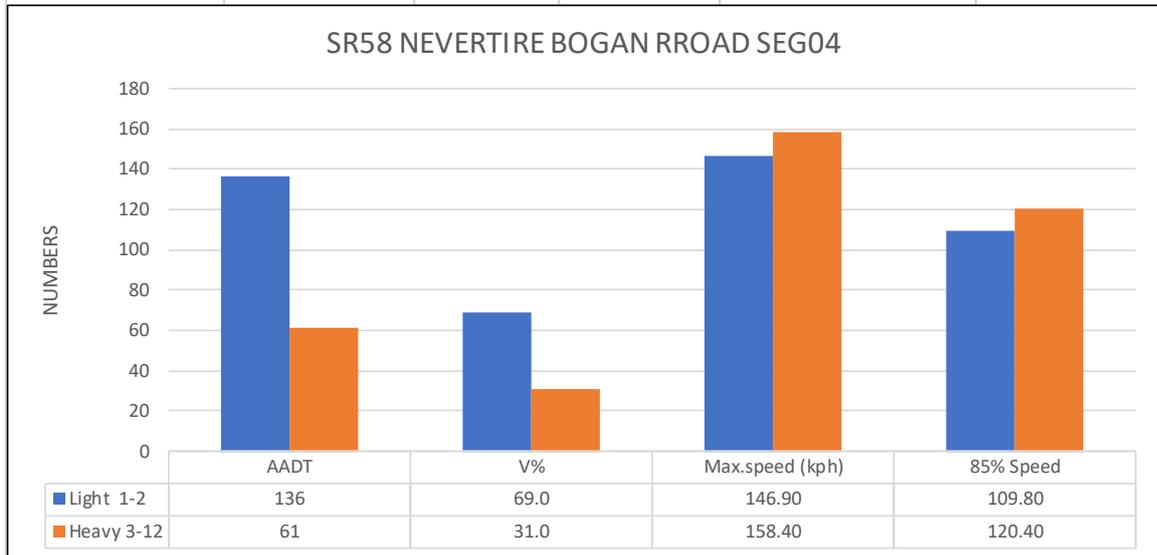
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TRAFFIC CLASSIFIER REPORT		SR58 NEVERTIRE BOGAN ROAD			
Location 		Segment 4			
Period of Operation (Days)		33	30/01/2024	to	3/03/2024
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	136	69.0	146.90	109.80
Heavy	3-12	61	31.0	158.40	120.40
Total		197	100		
Average percentile across classes			115.1	Km/H	



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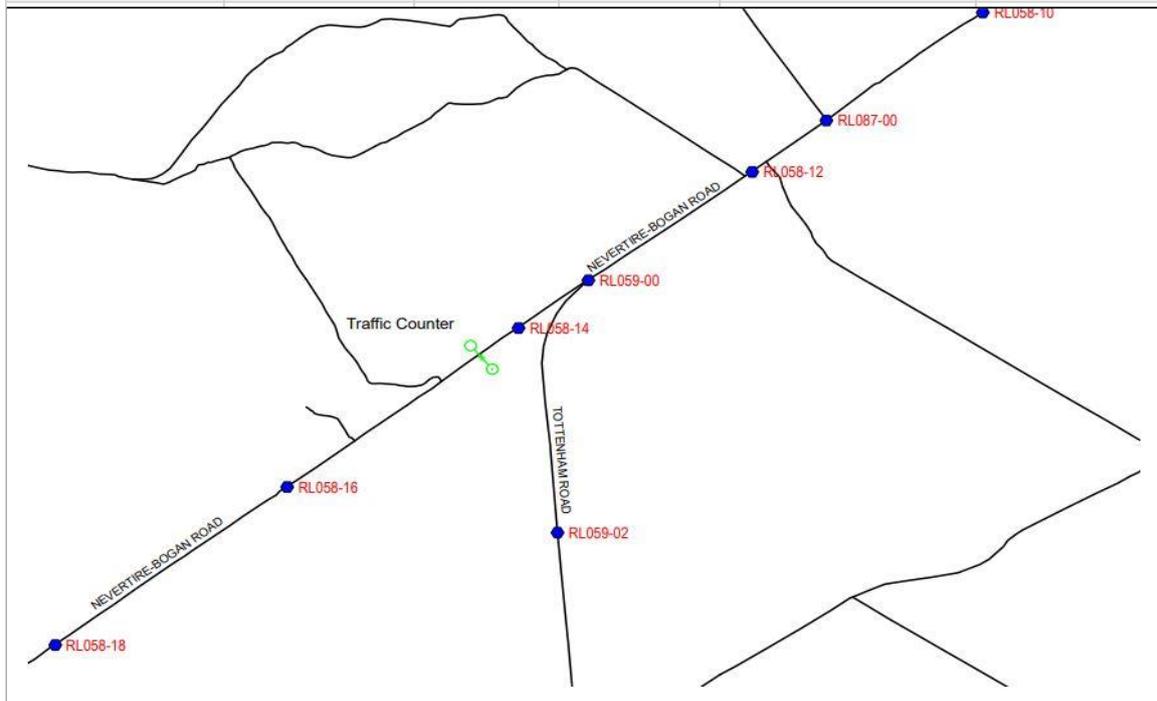
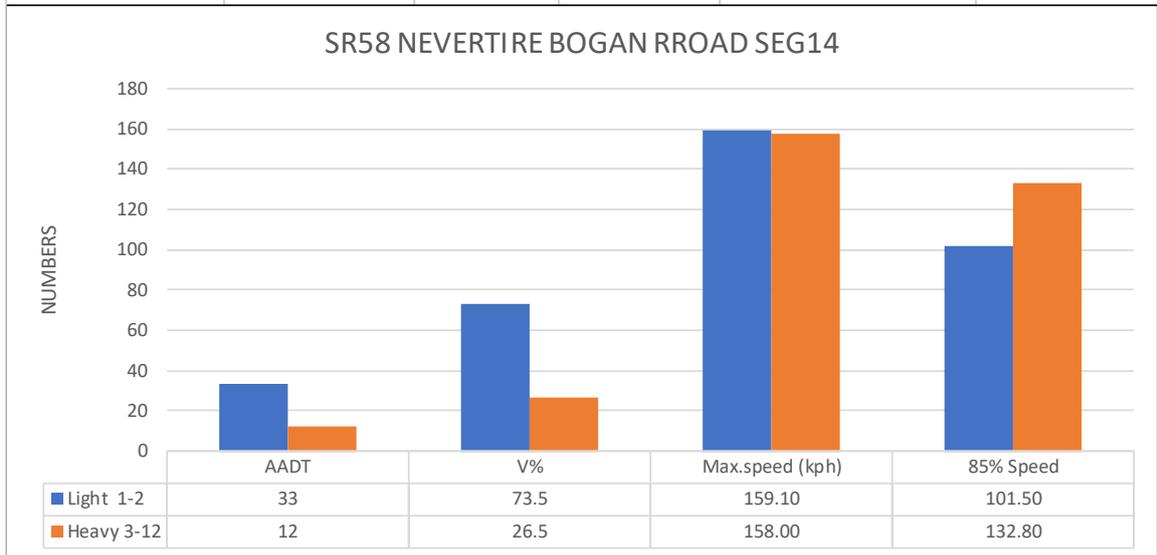
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TRAFFIC CLASSIFIER REPORT		SR58 NEVERTIRE BOGAN ROAD			
Location		Segment 14			
Period of Operation (Days)	33	30/01/2024	to	3/03/2024	
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	33	73.5	159.10	101.50
Heavy	3-12	12	26.5	158.00	132.80
Total		45	100		
Average percentile across classes			117.15	Km/H	



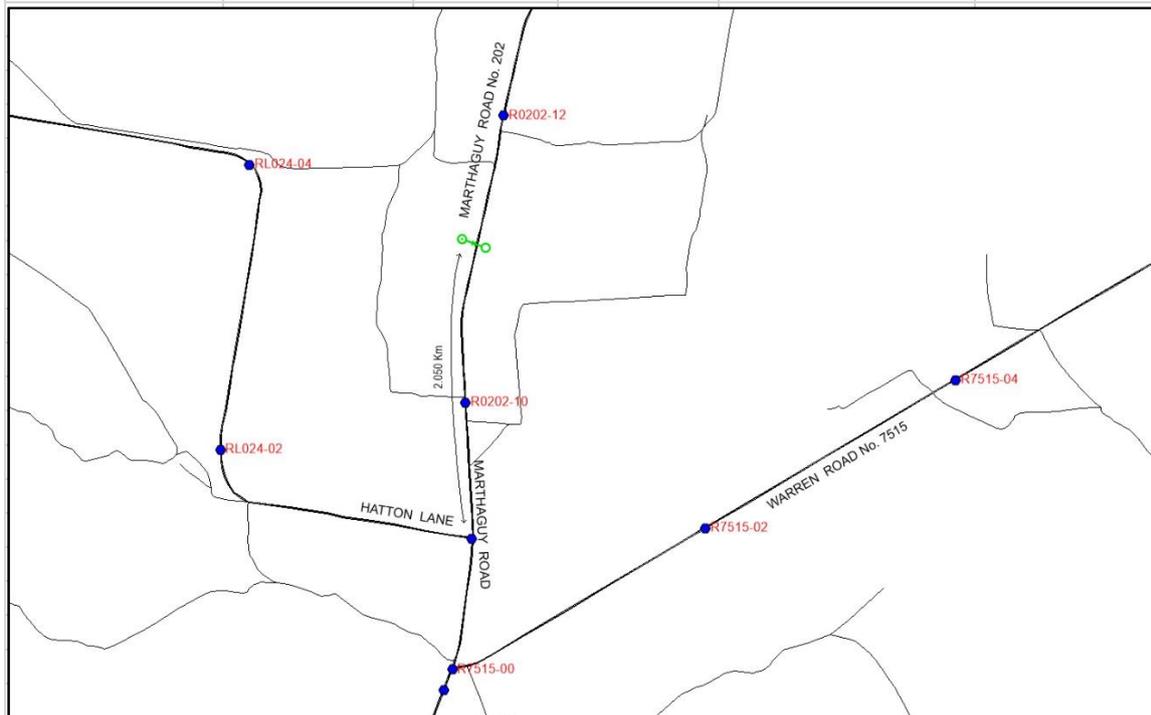
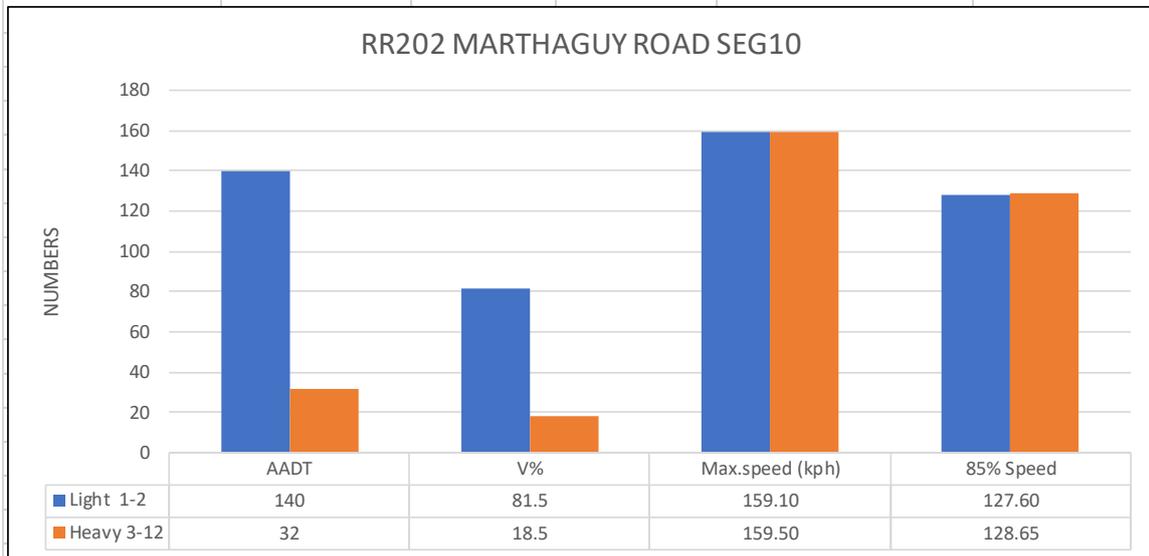
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TRAFFIC CLASSIFIER REPORT		RR202 MARTHAGUY ROAD			
Location		Segment 10			
Period of Operation (Days)		24	1/01/2024	to	1/02/2024
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	140	81.5	159.10	127.60
Heavy	3-12	32	18.5	159.50	128.65
Total		172	100		
Average percentile across classes			128.1	Km/H	



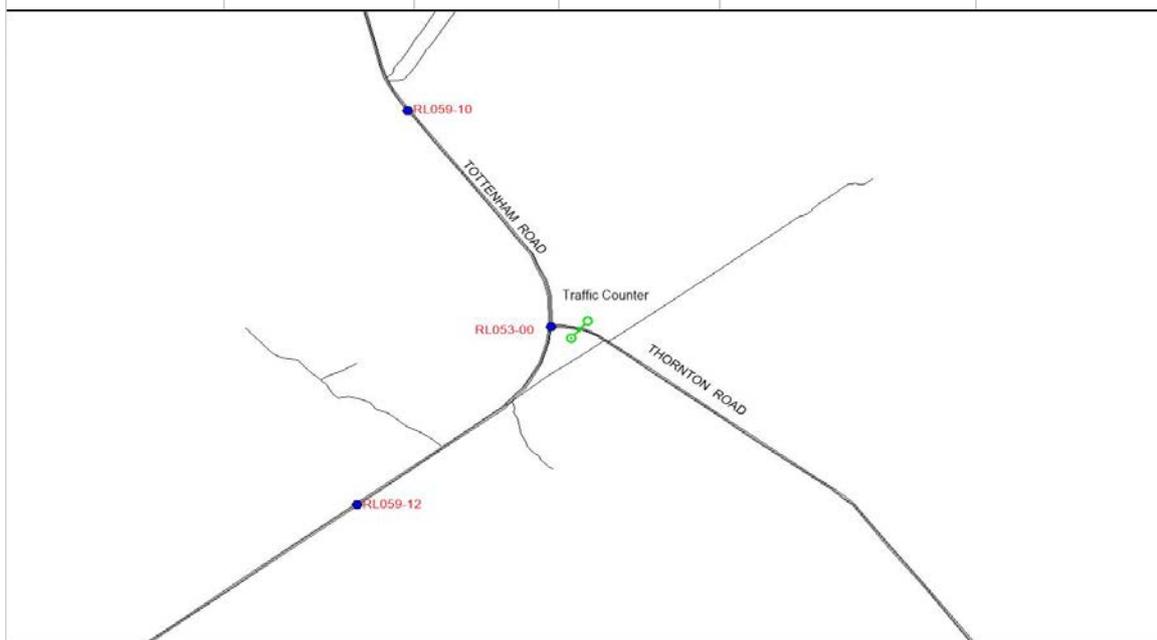
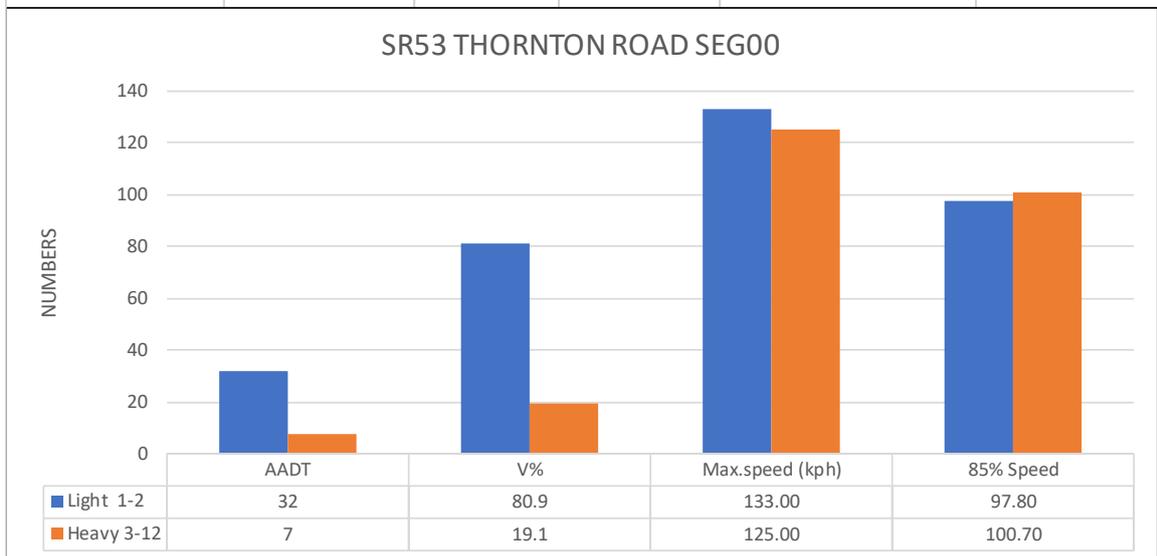
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TRAFFIC CLASSIFIER REPORT		SR53 THORNTON ROAD			
Location		Segment 00			
Period of Operation (Days)		33	30/01/2024	to	3/03/2024
Vehicle type	Class	AADT	V%	Max.speed (kph)	85% Speed
Light	1-2	32	80.9	133.00	97.80
Heavy	3-12	7	19.1	125.00	100.70
Total		39	100		
Average percentile across classes			99.3	Km/H	



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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

(C14-7.2)

RECOMMENDATION:

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period up to and including 11th March 2024.

ACRONYMS

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

TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET TO 11th March 2024

Project	Budget	Expend/ Comm	Resp	Comment
General				
Generator and Transfer Switch Warren Airport GL: 3420-4320-0120 JC: 2550-0-10	\$31,710	\$26,371	TSM	Removed from LR&CIGP. Now funded from internal Council reserves, see Manex Committee Recommendation. 11/08/23 Generator and transfer switch ordered. 28/11/2023 Generator Delivered.
Install Swing to Nevertire Park. JC: 96-50-100	\$10,080	\$7,040	TSM	4/09/23 Swing to be ordered. 26/09/23 Swing ordered. 12/12/23 Swings delivered.

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Project	Budget	Expend/ Comm	Resp	Comment
Community Local Infrastructure Recovery Package (CLIRP 2022) Community Assets Program CAP – 070 JC: 74-9999-510	\$191,511	\$9,091	DMES/ RIM/ TSM	Replacement of signage at Tiger Bay Wetlands and the Bitumen reseal of Various Walk and Cycle Ways. 8/10/2023 Approved. Preparation work has commenced for bitumen reseal of the various walkways and cycleways to be undertaken in March 2024.
* Replacement of the lighting at Victoria Oval to LED lighting GL: 3360-4015-6 JC:	\$253,500 (Includes \$10,000 contribution from Warren Pumas Rugby Club)	\$253,500	TSM	Complete.

Project	Budget	Expend/ Comm	Resp	Comment
Water Supplies				
Oxley Park Flowmeter replacement.	\$15,000	\$9,457	TSM	NRAR Meter at Oxley Park to be replaced. Quote for replacement meter has been requested. 5/03/24 Flowmeter purchased. Aquawest to install, commission and validate the meter.
Water Extraction Meter Compliance GL: 4580-4320-0003 JC: 0190-0010-0000	\$3,217	Nil	TSM	12/07/23 Application for Water Access Licence for Ellengerah Bore has been lodged with DPE Water. Awaiting Outcome.

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Project	Budget	Expend/ Comm	Resp	Comment
Water Supplies				
Bore Flat Groundwater Augmentation. JC: 191-41-5 (Ellengerah) 191-44-5 (Bore Flat) (Also contained within the Infrastructure Projects Manager's Report)	\$245,616	\$218,993 (\$78,879) Ellengerah (\$140,114) Bore Flat	TSM	8/10/2023 Chlorination systems are fully operational at Bore Flat and Ellengerah Reservoir sites. 28/11/2023 All plants running. Concrete works to be completed. 10/1/24 MLB to construct concrete apron to new Chlorination shed.
Clean New Bore – Nevertire. JC: 0171-0001-0005	\$31,586	\$31,586	TSM	4/09/23 Cleaning postponed until Autumn 2024 due to increased water use at Nevertire.
Reconfigure Pumping Arrangements at Collie Bore. GL: 4580-4320-0060	\$80,000	\$1,528	TSM	New pumps installed and operating.
Bore Flat – Carter Oval Irrigation Tank GL: 4580-4320-0045	\$80,000	\$23,409	TSM	5/02/24 New 250,000 litre River water tank has been installed. 5/03/24 Connection to river water supply and Carter Oval ring main and relocation of irrigation pump to be carried out as contractors become available.
Upgrade Water Network Telemetry System. JC: 0190-0020-0005	\$200,000	\$17,034	TSM	Design and implement a new Telemetry System for the water Network.

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Project	Budget	Expend/ Comm	Resp	Comment
Water Supplies				
				<p>7/06/23 Technical Specification and tender documents being developed.</p> <p>11/08/23 Draft RFT Documents received and being assessed.</p> <p>17/10/23 Tender Documents to be developed.</p> <p>10/1/24 Tender Documents being developed.</p> <p>10/1/24. Project will be held over until July.</p> <p>A Federal Grant, Connections Pathway will open in July 2024. Possibility for 50% grant funding.</p>
<p>Regional Leakage Reduction Program – Local Water Utilities Projects.</p> <p>GL: 4580-4320-0004</p> <p>JC: 0190-0340-0000</p> <p>- Pressure 0005</p> <p>- Leak 0015</p> <p>- Metering 0025</p>	\$174,742	\$83,271	TSM	<p>The project involves the installation of equipment to assist in locating leaking water pipes before they become problematic.</p> <p>DPE Total Funding \$150,000</p> <p>Council Contribution \$24,742.50.</p> <p>12/07/23 Sourcing monitoring equipment.</p> <p>11/08/23 Equipment ordered.</p>

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Project	Budget	Expend/ Comm	Resp	Comment
Water Supplies				
				17/10/23 ETA of equipment early January 2024. 10/1/24 Equipment has been delayed by Australian Customs. 11/03/24 Data loggers have arrived. Flowmeters still to arrange.
Water Valve Replacement Program	\$43,420	Nil	TSM	Water Valve Replacement Program on-going.

Project	Budget	Expend/ Comm	Resp	Comment
Sewerage Services				
CCTV and Smoke Testing of Sewer at Warren and Nevertire GL: 5580-4320-0002	\$200,000	Nil	TSM	Quotation documents under development. 10/1/24 Documents nearing completion.
Upgrade Sewerage Network Telemetry System JC: 0226-0010-0005	\$150,000	\$11,356	TSM	Design and implement a new Telemetry System for the Sewerage Network. 7/06/23 Technical Specification and tender documents being developed. 11/08/23 Draft RFT Documents received and being assessed. 17/10/23

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WORKS PROGRESS REPORTS – TOWN SERVICES

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Project	Budget	Expend/ Comm	Resp	Comment
Sewerage Services				
				<p>Tender Documents to be developed.</p> <p>12/12/23 Documents nearing completion.</p> <p>10/1/24.</p> <p>Project will be held over until July.</p> <p>A Federal Grant, Connections Pathway, will open in July 2024. Possibility for 50% grant funding.</p>
<p>Warren Sewerage Treatment Plant Replacement</p> <p>JC: 220-3-0</p>	\$100,000	Nil	TSM	<p>Rehabilitation Program for Old Sewerage Treatment Plant and bore installation being formulated.</p> <p>10/1/24</p> <p>On hold until Evaporation Lagoon is constructed.</p>
<p>Warren Sewerage Treatment Plant Construction of Additional Evaporation Lagoon</p> <p>JC: 5580-4320-1010</p>	\$780,000	Nil	TSM	<p>10/1/24</p> <p>Public Works Authority (PWA) are developing the design and tender documents for the new lagoon.</p> <p>Waiting for Geotech results for the excavated spoil.</p>
<p>Lifting Gantry Tiger Bay Sewer Pump Station.</p> <p>JC: 201-90-45</p>	\$29,400	\$1,200	TSM	<p>17/10/23</p> <p>Barnson to be engaged to design new footings for gantry.</p> <p>12/12/23</p> <p>Draft footing design completed.</p>
<p>Thornton Avenue Sewer Pump Station Refurbishment.</p>	\$275,000	\$168,170	TSM	<p>Pump purchase arrangement in train. Switchboard ordered. RFQ for fit out being developed.</p>

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ITEM 2

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CONTINUED

Project	Budget	Expend/ Comm	Resp	Comment
Sewerage Services				
JC: 201-90-10				8/10/2023 Pumps, Discharge connections, Flushing valves and guide rails delivered. 10/1/24 RFQ for the fit-out works being developed. New starter ordered.
Sewer Pump Stations Safety Improvements. JC: 201-90-0000	\$99,750	Nil	TSM	On-going

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Project	Budget	Expend/ Comm	Resp
Levee Restoration			
Warren Levee Rehabilitation			DMES/TSM/IPM/ GM
JC: 3300-4400-0000 - Federal Government:	\$5,325,000	\$48,716	
3300-4410-0000 - State Government:	\$887,500	\$4,036	
3300-4410-0000 - OLG AGRN 1025:	\$887,500	\$4,036	
<p>Comments</p> <ol style="list-style-type: none"> 1. Funding currently being pursued for repairs to the reported section of the Warren levee. 2. Consulted with State Government Representatives 3. seeking financial assistance to rectify deteriorated section. 4. Works to be undertaken in-house using Council staff and local contractors. 5. Local contractors have been liaised with regarding the methods of repair. <p>Fresh applications have been submitted to the Federal Government Department of Home Affairs, waiting on confirmation of success or not. The matter is also with Resilience NSW who are also considering the application. Further application being arranged. Meeting & site inspections 15/12/21, between GM, ADMES and Tammy Greer from The National Recovery and Resilience regarding levee repairs and improved disaster preparation through the NSW Minister for Emergency Services. New application under the Commonwealth Government National Flood Mitigation Infrastructure Program (NFMIP) with a required 25% contribution from Council arranged.</p> <p>\$5.325 million Commonwealth Funding</p> <p>announced on the 4th of May 2022. Staff attempting to secure \$1.775 million co-contribution from State. Meeting held with Resilience NSW directors where they asked for original application and correspondence with respect to the application. This has been sent. Awaiting response. State Program information request provided 19th August 2022.</p> <p>Resilience NSW met GM and DMES on 9th September 2022 and 16th September 2022. See report to October 2022 Council meeting concerning the Council contribution Funding, currently the NSW Government has only been able to fund \$887,500 of the required Council contribution of \$1,775,000. Council may have the option of using \$887,500 from the NSW Severe Weather Flood Grant for AGRN 1025 that is yet to be approved by OLG, however this is not preferred.</p> <p>Project Kick-off meeting held 18/01/23. Work program submitted to funding body.</p> <p>Inspection of levee by boat conducted 24/01/2023.</p> <p>Scope variation has been submitted to funding body.</p> <p>Staff to meet design consultant for a final meeting before tendering.</p> <p>12/07/23</p> <p>Scope variation has been approved.</p> <p>- Specifications are being prepared in readiness for tendering.</p>			

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Project	Budget	Expend/ Comm	Resp
<p>- \$887,500 funding by OLG has been approved in principle.</p> <p>10/01/24</p> <p>RFT for new floodgates under development.</p> <p>1/02/2024</p> <p>RFT for the supply and installation of new levee flood gates advertised.</p> <p>Mandatory pre - tender site meeting 15/02/2024 & 14/03/2024</p> <p>RFT closes 4:00pm Thursday 4/04/2024.</p> <p>To be reported to Council Meeting 24/04/2024</p>			

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Project	Budget	Expend/ Comm	Resp	Comment
Saunders Park – Replacement of Picnic Shelter. (LRCI) GL: 3360-4040-0005 JC: 3350-3-10	\$25,200	\$11,335	TSM	Included in the LR&CIGP to offset the Airport Generator. Previously funded from Parks Infrastructure Reserve, see Manex Committee Recommendation. 11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Oxley Park Electric Barbeques (2) (LRCI) GL: 3360-4040-0005 JC: 3350-10-10	\$19,950	\$11,335	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Macquarie Park Flying Fox and Playground Equipment Softfall Further Contribution. (LRCI) GL: 3360-4040-0005 JC: 3350-5-10	\$89,625 (LRCI) \$112,500 OLG Total Budget \$202,125	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works. 17/10/23 OLG funds approved In-Principle. 5/03/24 RFT will open Thursday 14/04/2024 with a closing date of 4/04/2024.

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
				To be reported to Council Meeting on Wednesday 24 th April.
Project	Budget	Expend/ Comm	Resp	Comment
Warren Cemetery Seating Covering. (LRCI) GL: 3360-4040-0005 JC: 3350-7-10	\$15,750	\$11,335	TSM	11/08/23 Approved in the LRCI Grant Program of Works RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Nevertire Cemetery Seating Covering. (LRCI) JC: 3350-8-10	\$10,500	\$6,620	TSM	11/08/23 Approved in the LRCI Grant Program of Works. RFQ sent out. 17/10/23 Items ordered. 12/12/23 Items delivered. Installation works will commence early 2024.
Nevertire Park – Installation of Irrigation System. (LRCI) GL: 3360-4040-0005 JC: 3350-19-10	\$14,700	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works.
*Library Irrigation System Outdoor Area. (LRCI) GL: 3360-4040-0005 JC: 3350-4-10	\$4,519	\$2,014	TSM / IPM	11/08/23 Approved in the LRCI Grant Program of Works. 10/1/24 Works being carried out by IPM as part of the Library Upgrade. 5/3/24 Complete

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
Warren Cemetery Entrance Gates Refurbishment. (LRCI) GL: 3360-4040-0005 JC: 3350-6-10	\$21,000	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works
Warren Parks and Gardens CCTV System JC: 3350-9-10	\$100,000	\$90,909	TSM	11/08/23 Approved in the LRCI Grant Program of Works 8/10/2023 Draft camera locations were discussed at the October 2023 Town Improvement Committee Meeting. 22/11/23 Trial cameras to be set up at the Sporting Centre 1 st week of December 2023. 12/12/23 Trial camera set up at the Council Administration Building. 10/1/24 Equipment ordered. 5/03/24 Adjustments to the SOW to include some requests by NSW Police where possible.
Ravenswood Park Softfall Installation. (LRCI) JC: 3350-12-10	\$89,145	Nil	TSM	11/08/23 Approved in the LRCI Grant Program of Works 17/10/23 Preparing tender documents 5/03/24 RFT will open Thursday, 14/04/2024

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Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B				
				with a closing date of 4/04/2024. To be reported to Council Meeting on Wednesday 24 th April, 2024.

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Activity	Required Interval	Details	
Water System Planned Maintenance			
River mains flushing	As required	<p>Flushing occurs three monthly when hydrants are flushed.</p> <p>Additionally, river water mains are flushed when problems such as poor pressure/flow are identified.</p> <p>NO-DES in Warren from late November to commence high velocity vacuuming of the river water mains.</p> <p>No-Des Completed works on Tuesday 12/12/23.</p>	
Water main flushing (Bore)	As required	Sections are done where and when found necessary.	
<p>Fire hydrants.</p> <p>Covers checked, painted, flushed, and replaced where necessary, Blue reflective indicators, HP and HR signs installed</p>	Quarterly	Flushing every 3 months as agreed with NSW RFS and Fire and Rescue NSW.	
Bore Inspections	5 Year Rolling Program	<p>The new Bore Flat bore was inspected and cleaned in November 2022. The old Nevertire bore was inspected in late November 2022. The condition of the Nevertire bore was imminent failure of the bore casing was possible. Condition 5. To prevent the loss of the pump if the bore collapsed, the pump will be removed from the bore and stored.</p> <p>The new bore at Nevertire and both bores at Ellengerah inspected late February 2023.</p> <p>Details of the pumping equipment in the new bores will be collected so that spare pumps can be purchased.</p> <p>The Natural Resource Access Regulator (NRAR) carries out inspections of the bores and river extraction points on a random basis.</p>	
Warren, Nevertire and Collie water chlorine, turbidity, temperature, and pH testing	Weekly at specific locations	Testing carried out daily	
Warren river pumps		Ellengerah Rd Oxley Park Macquarie Park Racecourse	Breakdown maintenance only.

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Activity	Required Interval	Details	
Reservoir cleaning	3 to 5 years	Ellengerah and Nevertire Bore reservoirs	Inspected and cleaned in December 2022. Next Diver inspection December 2025.
		Oxley Park River Ellengerah River	Investigate using Remotely Operated Vehicle (ROV) to inspect 2023/2024.
			Oxley Park Reservoir has been emptied and cleaned. Approximately 250 tonnes of sludge was removed. A new outlet isolation valve was installed after the cleaning had been completed.
Sewerage System Planned Maintenance			
Old and New Warren Sewerage Treatment Works	Quarterly	<p>New testing regime and commissioning to be finalised with EPA. The meeting with the EPA on Wednesday 14th March was positive and we are working towards the finalisation of the licence.</p> <p>7/06/23 EPA have verbally advised that there is no requirement for the new Sewerage Treatment Plant to have a Licence. Awaiting written confirmation.</p> <p>12/07/23 EPA have formally advised that an Environmental Protection Licence (EPL) is not required for the new Warren Treatment Plant. Currently developing the Decommissioning Plan for the old treatment plant and Gillendoon pumping station.</p> <p>28/11/23 The original design of the new STP required two evaporation lagoons be constructed each with a surface area of 48,400M2 at normal operating level giving a total surface area of 96,800M2. The actual size of the two constructed</p>	

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Activity	Required Interval	Details		
		evaporation lagoons is 44,440m ² , less than half the necessary area. To return the plant to the original design criteria, a third evaporation lagoon of 52,360M ² needs to be constructed. As the original design for the new STP was commenced by Public Works Advisory, Council has engaged them to design the new lagoon. Awaiting Geotechnical results regarding the suitability of the excavated spoil for construction use.		
Sewer gravity main CCTV Inspection and Smoke Testing program		Develop a program to carry out CCTV inspections and smoke testing of all gravity sewer mains in Warren and Nevertire. Develop a sewer main replacement/relining program. Identify stormwater infiltration locations. Develop a program to educate property owners and residents about stormwater infiltration prevention. Develop a stormwater infiltration rectification program for Council assets and private property. Tender documents being prepared.		
Water and Sewerage Works Subject to Funding				
Location	Work Under Development			
Collie Water Supply (Reliability, Quality and Chlorination)	Relocation of the two, large Pioneer tanks to a new site located West of the Village. Construct a 10m high tank stand to support one or two, 25,000 litre water tanks at the Pioneer tank location. Installation of small package Water Treatment Plant and new gaseous chlorination equipment to return water supply to potable status. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the old, elevated tanks.			
Project	Grant Requested	Estimated Project Cost	Resp	Comment
Grant Applications				
Crown reserves Improvement Fund (CRIF) General 2023-2024 Showground/Racecourse Irrigation Upgrade	\$825,000	\$1,100,000	TSM	Installation of inner & outer automatic irrigation system to Warren Racetrack. Pending grant approval.

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Water and Sewer – Routine Works Budget vs Expenditure To 11th March 2024		
Account	Budget	Expend/Comm
Water Fund Maintenance and Repair	\$819,538	\$575,716 *High expenditure due to unexpected cleaning of Oxley Park Reservoir and river water mains, total cost for both is \$116,000.
GL's: 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003, & 4300-0003		
Sewer Fund Maintenance and Repair	\$464,604	\$151,309
GL's: 5200-0003, 5250-0003, 5280-0003 & 5300-0003.		

Water and Sewer Works

- | | |
|--|---|
| <ul style="list-style-type: none"> • Nevertire Community park toilet repair • 20 Gillendoon Street metre repair • 193 Dubbo Street service leak • 11 Readford Street service leak • 12 Readford Street service leak • 2 Gillendoon Street service leak | <ul style="list-style-type: none"> • 1 Frawley Street Service leak • 3 Pittman Parade service leak • Victoria Park irrigation issues • James Boyd trough water line • 33 Garden Ave service leak • Nevertire hydrant leak |
|--|---|

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Warren Sewerage Treatment Works inflow		Sewerage Year – 1st June 2023 to 31st May 2024		
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
June 2023	6558	3401	13.60	13.60
July 2023	668	507	12.91	26.52
August 2023	786	420	12.69	39.20
September 2023	677	490	14.68	53.88
October 2023	1349	499	13.50	67.38
November 2023	1241	437	13.11	80.49
December 2023	568	396	12.28	92.77
January 2024	918	411	12.75	105.52
February 2024	1175	560	10.64	116.16
March 2024	706	489	1.96	122.60

As of the 5/3/2024

*Figures based on available Data.

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ITEM 2 WORKS PROGRESS REPORTS – TOWN SERVICES

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Bulk Water Reading per Quarter

Water Source	FIRST QUARTER READING 1/07/23-31/09/23	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/23 - 31/12/23	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/24-31/03/24	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/24 - 30/06/24	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	Max. Allocation (ML)
Warren Bores										
Bore 1 (Bore Flat) Lic. 80AL703155	66.56	66.56	56.92	123.47	49.49	172.96	0.00	172.96		
Bore 2 (Ellengerah) Unlicensed	0.00	0.00	9.65	9.65	0.00	9.65	0.00	9.65		
	66.56	66.56	66.56	133.12	49.49	182.61	0.00	182.61	26.09%	700
Warren River										
Oxley Park Lic. 80AL700017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Ellengerah Rd Lic. 80AL700017	45.98	45.98	73.16	119.14	35.85	154.99	0.00	154.99		
	45.98	45.98	73.16	119.14	35.85	154.99	0.00	154.99	20.67%	750
Showground (Racetrack)										
Lic. 80AL700645	4.85	4.85	20.05	24.90	17.01	41.91	0.00	41.91	22.29%	188
Nevertire Bore Lic. 80AL703158	6.16	6.16	10.83	16.99	9.60	26.59	0.00	26.59	66.48%	40
Collie Bore Lic. 80CA724011	0.94	0.94	2.64	3.58	1.83	5.41	0.00	5.41	21.65%	25
Macquarie Park 80AL700996	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%	14.2

*Rainfall for February: 159.1mm

*Rainfall to date: 189.1mm

*Burrendong Dam Level: 57% As of 5/3/24

*Figures based on available Data

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Parks And Gardens – Routine Works Budget Vs Expenditure to 11th March 2024		
Account	Budget	Expend/Comm
Parks & Gardens, Cemeteries & Racecourse	\$1,983,934	\$669,137
GL's: 0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003		

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

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

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WORKS PROGRESS REPORTS – TOWN SERVICES

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

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

The following locations are mown, whipper snipped and weeded as needed:

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

Parks and Gardens Works

- Skate/Splash Park mow/snip
- Town approaches mowing
- Stubbs levee mow/snip
- Woolnough levee mow/snip
- Ravenswood Park mow/snip
- Victoria Oval mow/snip/line marking
- CBD area weeding/pruning/spraying
- Lawn Cemetery mow/snip
- Shire chambers mow/snip
- Bob Christensen Reserve mow/snip
- Inspect irrigation systems (on going)
- Boston St. levee mow/snip
- Warren Medical Centre mow/snip
- Warren median strip's mow/snip
- Tiger Bay pump station mow/snip
- Library mow/snip
- Bore Flat mow/snip
- CBD area tidy up weeding
- Victoria Oval Cricket pitch preparation
- Lions Park mow/snip
- Orchard St. Park mow/snip
- Ebert Park mow/snip
- Oxley Park mow/snip
- Rotary Park mow/snip
- Macquarie Park mow/snip
- Macquarie Drive mow/snip

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WORKS PROGRESS REPORTS – TOWN SERVICES

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Town Crew Works

Graffiti off concrete	Grate cleaning in Warren
Erection of swing in Collie	Painting fence in laneway
Spraying Walkways	
Tree limb removal	
Filling in hole Wilson Street	

Non-Roads November/ December 2021 Flood and Storm Damage Works

Description	Expenditure/ Committed
Non-Roads November/ December 2021 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works. (Application for reimbursement submitted 8/03/2022)	\$173,456.91 Note: \$36,330 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution. Waiting on full reimbursement.
0700-0050-0500, 0700-0050-0510, 0700-0050-0520, 0700-0050-0530, 0700-0050-0540	

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

Description	Expenditure/ Committed
Non-Roads July, August, September, October, November and December 2022 Flood and Storm Damage Levee and Flood Gate Emergency Operation Works. (Application for reimbursement submitted 28/2/2023).	\$757,745.33 Note: \$36,330 per event will be funded by Council as per the agreement. This includes the Roads Flood and Storm Damage Claim contribution. Waiting on reimbursement.
0700-0055-0500, 0700-0055-0510, 0700-0055-0520, 0700-0055-0530, 0700-0055-0540	

Aerodrome – Routine Works Budget vs Expenditure to 5th March 2024

Account	Budget	Expenditure/ Committed
Aerodrome Operations	\$175,322	\$90,163
GL's: 2555-0003		

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

RECOMMENDATION

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period to 5th March 2024.

Plant Number	Description	Repairs	Plant Down Time	Re pair Time (Man Hours)
Plant Repairs to 5th March 2024				
P103	Bomag Pulvinar Mixer	Testing and diagnosis for repairs, water pump required as this may be part of the smoky issue and was a part of the overheating issue.		6 hrs
P97	Unimix Rotary Hoe	All tines replaced on cutter bar. Some welding and reinforcement of carriers were completed, unit greased, and gearbox oils checked and topped up.	8 hrs	8 hrs
P2404	Tri Axle Dolly	Order parts for turntable jaws, inspect, grease and clean unit for rego HVIS inspection. Repair x3 clearance lights, replace x2 number plate lights.	6 hrs	6 hrs
P2083	CW34 Roller	The A/C system not working, initial inspection system is low on gas or pressure circuit problems, WesTrac engaged for a warranty check rectified the problem. Replaced low pressure switch.	4 hrs	4 hrs
P2082	CW34 Roller	A/C issue leaking water into the cab and not getting cold after 4-5 hrs working. The evaporator drain tube was kinked.	3 hrs	3 hrs
P90	Isuzu Single Cab Workshop. (currently used by road staff)	Clutch problem diagnosis and repair. The clutch issue turned gearbox issue. The gearbox was sent to Tracserv Dubbo for repairs. Awaiting return.	10 days	12 hrs
P103	Honda Pump Motor	Service engine, change oil, and filters, attempt extension for the air filter. Check the function of the charge system for the motor.	3 hrs	3 hrs
P107	Isuzu Med Tipper Truck with tank P103	Hydraulic oil leak from PTO circuit. Remove, and clean order parts waiting for repair, when parts arrive.	4 days	6 hrs

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ITEM 3

WORKS PROGRESS REPORTS – FLEET – WORKSHOP

CONTINUED

Plant Number	Description	Repairs	Plant Down Time	Re pair Time (Man Hours)
P3508	Toyota Prado	80,000 km service done; general check over completed as part of manufacturers recommendations.	4 hrs	4 hrs
P2382	Mack Superliner	Setup ready for water trailer use and/or roadtrain side tipper & dolly combination.		8 hrs so far
P2405	Water Tanker	Set up and test for use.		12 hrs so far
P2123	John Deere 5093E Tractor	Retrieve from silo row hitch circuit failure. Taken to Hutchinson & Pearce for warranty repairs.	4 hrs	4 hrs
P2801	Toro Mower	Flat tyre, new tyre fitted old tyre repaired ready for reuse.	1 hr	1 hr

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
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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 2024.

FILE	LOCATION	WORKS	RECEIVED	APPROVED
P16-23.17	22 Glen St WARREN NSW2824	Shed	23/9/2023	19/2/2024
P16-23.22	565 Udora Rd WARREN NSW 2824	Shed	7/12/2023	21/2/2024
P16-24.01	9709 Oxley Highway WARREN NSW 2824	Erection of Storage Shed	19/1/2024	23/2/2024
P16-24.02	27-29 Narromine St NEVERTIRE NSW	Carport	22/1/2024	21/2/2024

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 framework becomes an integral part of our operating culture. strategic planning
- 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 at
Council Community Room, Warren on Thursday 28th March 2024

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 9th February 2024 – 13th March 2024

2020 Projects	Budget	Expend. /Comm	Resp	Comment
Construction of two (2) x Council dwellings. 21 Deacon Drive and 8 Deacon Drive.	56,145	40,896.87	MHD	<p>Completed July 2020.</p> <p>New complaint lodged with Department of Fair-Trading 18th May 2021. Additional information provided 2nd and 7th June 2021.</p> <p>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.</p> <p>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.</p> <p>Report provided to February 2022 Committee of the Whole Closed Council Meeting concerning directions on this project.</p> <p>Council resolved that: Council proceeds to a hearing before The NSW Civil and Administrative Tribunal (NCAT) Consumer Division and if required the District Court.</p> <p>Proceedings have commenced on 28th July 2022, in NCAT in respect of both properties.</p> <p>Case has been lodged with District Court.</p>

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

2021 Projects	Budget	Expend. /Comm	Resp	Comment
Construction of the Waste Transfer Station at Ewenmar Waste Depot.	271,116	106,982	MHD/TSM	Final design complete. Contractor engaged to install drainage pipework at the end of November. Concreting works listed on vendor panel closed 3rd February 2022 contractor appointed. Due to time lapse, new quotations obtained and reassessed. MLB to commence once Equestrian Centre path is complete. No progress during September, October, November, December, January and February due to site being flooded and wet weather. Works commenced Wednesday 31 st May 2023. Footings for the retaining wall were poured on the 12 th July 2023. Wall completed December 2023. Unable to source contractor to date. Quotation obtained from Battleline as a possible suitable contractor. Quotation not accepted. Working towards completing works with Council.
Completion of Tiger Bay Wetlands Walkway (Central West Councils Environment and Waterways Alliance 2021 Small Grants).	4,545	Nil	MHD/DMES	Works program to be determined. Site inspection completed 5 th January 2023.
2023 Projects	Budget	Expend. /Comm	Resp	Comment
Completion of Tiger Bay Wetlands Walkway.	30,218	Nil	MHD/DMES	
Ewenmar Waste Depot Road repairs.	20,000	Nil	MHD/DMES	306 claim in progress.

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ITEM 2 WORKS PROGRESS REPORTS – HEALTH AND DEVELOPMENT SERVICES
CONTINUED

Warren Support Services (Targeted Early Intervention)				
2.22 Warren Chamber of Music Festival.	4,380	Nil	MHD	To be held February 2023 through to September 2023. Waiting on acquittal.
2.27 St Mary's Naidoc Week 2023.	5,000	Nil	MHD	To be held July 2023. Waiting on acquittal.
2.28 Warren Junior Soccer 2023.	5,000	Nil	DMFA	To be held over a period of 12 months.
*2.30 St Mary's Lion King.	1,000	1,000	MHD	Complete.
2.31 Warren Youth Group - Psychology service.	50,000	Nil	MHD	To be held over a period of 12 months.
2.32 MPS Speech and Literacy intervention.	5,000	Nil	MHD	To be held over 12 months.
*2.35 Warren Youth Group Halloween.	5,000	5,000	MHD	Complete.
2.38 Barnardos - swimming lessons	1,200	Nil	MHD	
Capital Expenses				
Dwelling Renewals – 1 Pittman Parade. Replacement of kitchen.	60,000	59,511	MHD	Complete.
Council Housing M & R. (Includes \$20,000 for 2023/2024) Dwelling renewal, reserve \$56,145 and \$11,741 specific M&R	87,886	50,513	MHD	56 Garden Avenue, Heavy Maintenance 90% Completed. Purchase order for kitchen issued. Kitchen ordered.

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CONTINUED

Capital Renewal				
Warren War Memorial Swimming Pool relining project.	405,455	Nil	MHD	Further report provided to the June 2023 Committee of the Whole Closed Council. Tenders closed 30 th January 2024 and reported to the February Council Meeting.
Animal Shelter Replacement. (Includes \$80,000 for 2023/2024).	140,000	Nil	MHD/IPM	Project in planning stage.
Town Planning				
LEP Review.	45,000	22,132	MHD	Consultant engaged. Draft report provided, reviewed. Feedback provided. Progressing with the recommendations.
LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4 – LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROJECTS (G4-1.70, G4-1.84)				
	Budget	Expend. /Comm	Resp	Grant funding successful 8th August 2023
Solar Panel Installation Warren Swimming Pool.	40,000	25,570	MHD	Contractor commenced onsite 2 nd November 2023. Stage 1 completed 7 th November 2023.
Victoria Oval Park Permanent Scoreboard Contribution.	35,000	23,612.50	MHD	\$20,000 grant funds (\$15,000 contribution from the Warren Rugby Club). Scoreboard arrived end December 2023.
Trailer Mounted Scoreboard Contribution. (2)	45,000	33,877.50	MHD	Purchase order issued. Scoreboard arrived end December 2023.
Warren Sporting and Cultural Centre Retaining Wall (Stage 2).	30,000	15,680	MHD	Purchase order issued. Contractor commenced onsite January 2024. Complete February 2024.

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LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4 – LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROJECTS (G4-1.70, G4-1.84)				
	Budget	Expend. /Comm	Resp	Grant funding successful 8 th August 2023
Windows on the Wetlands Centre Precinct EV Charging Station (up to 3) and Power Upgrade Contribution.	37,996	Nil	MHD/IPM	