

**WARREN SHIRE COUNCIL**  
 Report of the General Manager  
 to the Ordinary Meeting of Council to be held in the  
 Council Community Room, Warren on Thursday, 24th April 2025

**ITEM 1                      OUTSTANDING REPORTS CHECKLIST                      (C14-7.4)**

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>General Manager</b>				
25.2.21	41.2.21	Mobile and Internet Coverage in Nevertire	GM	<p>Bi-monthly advice requests to Telstra being undertaken. The 2024 Regional Telecommunications Review completed and submission made.</p> <p><b>*Telecommunications Consulting firm engaged to audit/survey mobile coverage within the Shire. Application under Round 8 of the Mobile Black Spot Program submitted by SatPty.</b></p> <p>Report provided by SatPty confirming black spots within Warren Local Government Area. Report included in the submission to the Federal Government Mobile Black Spot Program Round 8.</p>
25.8.22	214.8.22	Reactivation of Visitor Services Volunteers During Peak Periods	GM/ EDVM	<p>Recruitment for new suitably matched volunteers is continuing.</p> <p>Advertising through posters, newsletter, website and social media is routinely undertaken however no new candidates have applied. Existing volunteer base is still being maintained.</p> <p>Ongoing.</p>
25.1.23	12.1.23	Affordable Housing Opportunity – Housing Plus	GM/ 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 'Rural' or 'Remote' Round of funding from Housing Australia before considering</p>

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

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

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<b>General Manager</b>				
				developed and expected to be finalised at the 14 April 2025 Manex Meeting.
24.4.24	87.4.24	Warren Shire Council Customer Service Ethos Policy	GM	The Draft Customer Service Ethos Policy be redeveloped to solely consider Ethos and a separate Policy be developed to cover Customer Service. Expected to be provided to a Council Meeting in mid 2025.
23.5.24	114.5.24	Regional Industry Educational Partnership (RIEP)	GM / EDVM	The program remains on hold. The Department of Education Project Leader is currently on maternity leave. The Program will be recommenced upon her return from leave.  With the departure of Warren Central School's Career Advisor, a new School Liaison Officer will need to be appointed.  On hold now until at least the second term 2025 school year.
27.6.24	147.6.24	Legislative Compliance Policy and Procedure and Legislative Compliance Register	GM	2.Actions to be taken on how non-compliance is managed to ensure that matters are not repeated and that appropriate high level risk assessments are undertaken and documented and that implementation of actions to reduce risk are arranged – in progress.
25.7.24	200.7.24	Victoria Park Female Friendly Amenities Block	IPM	Expected completion by early May 2025. Artwork on doors is 60% complete. *Wall frame and roof frame installation complete.

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<b>General Manager</b>				
				Roof sheeting and wall lining is progressing. Plumbing and electrical rough-in work in progress.
27.3.25	59.3.25	ARIC Committee Major Project Risk Profiles	IPM	A summary report identifying risk on all major projects undertaken by Council to be presented to a future ARIC Meeting.
*27.3.25	68.3.25	Works Progress Reports – Infrastructure Projects	GM	A further report be provided to the April 2025 Council Meeting on the proposed EV Station including the location, power availability and the estimation of costs – report provided to the April 2025 Council Meeting.
27.3.25	69.3.25	Drought Resilience Plan Project	GM	<ol style="list-style-type: none"> <li>1. A governance framework around a tri-party (Bogan, Coonamble, and Warren) arrangement be established and the three Councils form a Project Steering Committee for a Regional Drought Resilience tourism project – in progress.</li> <li>2. *Council approves the Mayor and the General Manager to be appointed to the Project Steering Committee and other Council staff as required – noted.</li> <li>3. *Council endorses the Economic Development and Visitation Manager as the lead for the tri-party arrangement required – noted.</li> <li>4. *Council endorses the Regional Resilience Plan 016 (2024 edition) and</li> </ol>

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<b>General Manager</b>				
				<p>note that the document is a living document and can be changed and updated to reflect environmental changes required – noted.</p> <p>5. *Council advise the Far Northwest Joint Organisation that the \$300,000 funding under RDPR016 for Bogan, Coonamble, and Warren be used in a collaborative approach to establish the region as a premier nature-based tourism destination; undertaken, now a budget of \$280,000.</p> <p>6. *Council advise the Executive Officer of the Far Northwest Joint Organisation that Council wishes to amend the project deliverables to coincide with the project identified by Bogan, Coonamble, and Warren Councils - undertaken.</p>

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<b>Divisional Manager Finance and Administration</b>				
7.12.23	301.12.23	Internal Auditor – Media Communications Review – June 2023	DMFA	<p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> <li>- A new electronic document management system to be purchased and implemented.</li> </ul> <p>Licence Agreement has been signed and project will commence soon – progressing.</p>

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<b>Divisional Manager Finance and Administration</b>				
7.12.23	301.12.23	Internal Auditor – Fraud Control Review – June, July 2023	DMFA	The following priorities and actions be progressed: - Online Fraud training to relevant staff – pending.
27.6.24	147.6.24	Notice of Public Exhibition – Fraud and Corruption Policy and Framework	DMFA	An Implementation Action Plan to be developed when the final Policies are adopted with the Committee Work Plan to include a review of the progress of the actions to implement the Policy and Framework.
5.12.24	287.12.24	Promoting Better Practice Review	DMFA/ GM	<ol style="list-style-type: none"> <li>1. *The Review be endorsed as a comprehensive review of the governance requirements at Council including the proposed actions of the Review - noted;</li> <li>2. Arrangements be made to review the Business Continuity Plan as soon as practical and update it where required;</li> <li>3. Arrangements be made to review the Records Management Policy in line with the legislative changes in December 2022 and that the requirements of the new statutory regime be applied to record keeping and disposal within Warren Shire Council; and</li> <li>4. *Council notes that the Public Interest Disclosure Report Policy, Communications Technology Plan Policy and Contract Register are currently being reviewed</li> </ol>

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<b>Divisional Manager Finance and Administration</b>				
				– policies and register provided to the April 2025 Council Meeting and Manex Meeting.
5.12.24	288.12.24	Policy Status and Review Update (Policy Register)	DMFA/ GM	<p>1. The Council note the ageing of a number of Policies and ARIC to receive a report at the appropriate time on the Policies to be renewed by the new Term of Council; and</p> <p>2. It is noted that due to resource limitations and priorities that a number of Policies do require updating and a report to be provided to ARIC on the renewal program.</p> <p>Policy Review Plan developed and being implemented for the renewal of policies by October 2025. Ongoing.</p>
*5.12.24	234.12.24	2025/2026 Operational Plan & Estimates Timetable	DMFA	<p>A Councillor workshop was held on Monday 31st March 2025.</p> <p>A Councillor workshop has been arranged for Wednesday, 16th April 2025 to go through the Draft 2025/2026 Estimates prior to the final Draft being recommended for public exhibition at the April 2025 Council Meeting.</p>
27.2.25	28.2.25	Sporting Facilities Committee	DMFA	Carter Oval Youth Sports Precinct Financial Report to be included in future Committee Meeting reports - progress.

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<b>Divisional Manager Finance and Administration</b>				
27.3.25	59.3.25	ARIC Committee Action Checklist	DMFA	That immediate action be taken to address outstanding actions to be undertaken and report back to the next ARIC Meeting – in progress.
27.3.25	59.3.25	ARIC Committee Risk Management Framework Review	GM/ DMFA	That a report that includes the direction and purpose be provided on the review of the Policy – in progress.
27.3.25	59.3.25	ARIC Committee Service NSW Service Provision	DMFA	That a further report describing the results of the Service NSW Review including Council's costs of providing the service, and the community's expectations, be provided to the next ARIC Meeting - progress.
*27.3.25	59.3.25	ARIC Committee Country Councils ARIC Conference	DMFA	That Council endorse the Committee members in attending the Conference and cover any travel and accommodation expenses incurred - attendance facilitated.
27.3.25	59.3.25	ARIC Committee External Audit	DMFA	That the development of an ICT Policy be included in the Work Plan under Governance for September 2025 – in progress.

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<b>Divisional Manager Engineering Services</b>				
6.12.18	284.12.18	Amendments to the Boundaries of Lot 79 & 80 DP 724585 Wambianna Street, Collie to provide for the existing Collie Hotel accommodation units	DMES	Survey completed. This project is currently on hold until further discussions are held with the Hotel owners.

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<b>Divisional Manager Engineering Services</b>				
27.6.19 3.12.20	129.6.19 256.12.20	Warren Levee Rehabilitation (total project - \$7.1M)	DMES/ IPM/TSM	<p>Floodgate replacement work in progress.</p> <p>*Levee Rehabilitation works: - An Open Tender called on 11 February 2025 for following works programs:</p> <ol style="list-style-type: none"> <li>1. Warren Levee Rehabilitation Works (Work Program 1)</li> <li>2. Riverbank Rock Revetment Works (Work Program 2)</li> </ol> <p>Eight (8) companies were represented at the Mandatory Site Briefing meeting held on the 25 February 2025. Tender closing on 20 March 2025. Three (3) tenderers submitted. Four (4) tenders including one (1) alternative tender. Tenders currently being assessed. Tender Recommendation scheduled to go to the 24 April 2025 Council Meeting for consideration.</p> <p>Tender for pumps awarded to B.A.R. Group.</p> <p>Three (3), 100kVa generators for the flood pumping/levee project were delivered 6 March 2025.</p> <p>Two (2), 60kVa generators and the 250kVa generator is expected to be delivered by late April/early May 2025.</p>
24.9.20	214.9.20	New Sewage Treatment Works	TSM	<p>Groundwater monitoring wells and flowmeter to be installed.</p> <p>The transfer structure connecting the new lagoon to the existing lagoon has</p>

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<b>Divisional Manager Engineering Services</b>				
				been constructed. Bulk earthworks nearing completion, rain has delayed works.
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 re-submitted.
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.
7.12.23	298.12.23	Local Roads & Community Infrastructure Phase 3	DMES/ RIM	That Council subject to approval of the Commonwealth Government (Department of Infrastructure, Transport, Regional Development, Communication and the Arts) reallocate \$176,815 from the SR58 Nevertire – Bogan Road Project to SR83 Rifle Range Road Intersections with the Ellengerah Road and Oxley Highway. Rifle Range Road/ Ellengerah Road intersection complete.  The remaining funds will be used to improve the Ellengerah intersection and the Rifle Range Road approaches to the SH 11 intersection.
7.12.23	304.12.23	Proposed National Polocrosse Titles Warren 2028 – Presentation by Phil	DMES/ TSM/GM/ EDVM	2. Council form a Sub-Committee consisting of the relevant Councillors from the Showground/

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<b>Divisional Manager Engineering Services</b>				
		Waterford And Simon Turnbull		<p>Racecourse Committee, Council Staff, General Manager, Town Services Manager, Divisional Manager Engineering Services, Economic Development and Visitation Manager, all Showground/ Racecourse User Groups, Regional Polocrosse Representatives (future), Phil Waterford, Simon Turnbull to determine whether the proposal could and should be progressed; and</p> <p>3. A Planning Group consisting of Phil Waterford, Simon Turnbull, Warren Polocrosse Club, Holly Turnbull and Katlyn Turnbull be formed for presentation to the Sub-Committee on the framework of the proposal and the required business case to undertake the proposed event.</p> <p>The EDVM has spoken briefly with Phil Waterford to introduce herself and to gain a little background information. A meeting to be held with Phil Waterford in the next couple of months to progress early arrangements.</p> <p>Initial presentation provided to the Showground/ Racecourse Committee after attendance of the Chinchilla</p>

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				2024. Some assistance is being provided to the proponents on the development of a Business Plan for the proposed event.  The EDVM has presented the Polocrosse Committee with guidance documents and frameworks for the preparation of the required Business Plan including all of the required information, budgets and plans required.  Awaiting their review and progress.
28.3.24	60.3.24	Warren Shire Council Integrated Water Cycle Management (IWCM) Strategy Document	DMES / TSM	NSW Public Works Advisory has commenced the assignment. Progressing.
23.5.24	143.5.24	Upgrade of Thornton Avenue Sewerage Pumping Station – Warren NSW	DMES / TSM	A revised scope of works will be developed and new quotes invited. Works to be carried out in 2025/2026.
27.6.24	146.6.24	Airport Operational Manual Update	DMES/ TSM	*Airport Manual submitted to CASA for review/ endorsement.  CASA have 19 areas requiring more information. In progress.  Manual has been resubmitted to CASA in February 2025 – in progress.
25.7.24	183.7.24	Closed Circuit Television (CCTV) And Workplace Surveillance	DMES/ TSM	Due to circumstances outside of Council's control, the new completion date will be late June 2025.  TSM met with new contractor 17 March 2025.  New contractor will commence works in mid-

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<b>Divisional Manager Engineering Services</b>				
				April at the Showground/ Racecourse Complex.
24.10.24	282.10.24	Construction of a Clay Lined Evaporation Lagoon and Associated Structure Tiger Bay Sewerage Treatment Works – Warren NSW	DMES/ TSM	<p>*Contractor Consenth Solutions Pty Ltd has been engaged.</p> <p>Site works commenced in February 2025. Seven (7) week construction program.</p> <p>Bulk earthworks nearing completion. Rain has delayed works.</p>
24.10.24	283.10.24	Sewer Main Condition Assessment (CCTV) and Smoke/Dye Testing		<p>*Contractor Plumbtrax Pty Ltd has been engaged.</p> <p>Works commenced mid January 2025. Awaiting final report on identified issues.</p> <p>Progressing.</p>
5.12.24	291.12.24	Proposed Traffic Alterations on Bundemar Street	DMES	<p>That subject to NSW Police Force concurrence:</p> <ol style="list-style-type: none"> <li>1. A section of the centre median in Bundemar Street be removed from the existing intersection with the Oxley Highway, Burton Street, to a point level with or just east of the access serving the business premises of Tyreright thus allowing for improved and safer ingress/egress to Tyreright, for AB-Triple Vehicles; and</li> <li>2. The removed section island to be converted into a painted island;</li> <li>3. The NO STOPPING restriction be extended by 30m along Bundemar Street on the</li> </ol>

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<b>Divisional Manager Engineering Services</b>				
				<p>northeastern side of the intersection; and</p> <p>5. Council apply for the designation of the Bundemar Street route to Tyreright as a heavy vehicle route to accommodate AB-Triple Vehicles.</p> <p>The works will be completed in the 2025/2026 Financial Year.</p>
5.12.24	291.12.24	Parking Restriction – Trangie Street, Nevertire	DMES	<p>That subject to NSW Police Force concurrence:</p> <ol style="list-style-type: none"> <li>1. The installation of the proposed No Truck Parking restriction from 6:00 pm to 6:00 am along Trangie Street, Nevertire be approved; and</li> <li>2. The proposed No Truck Parking 6:00pm to 6:00am restriction signage be installed along both sides of Trangie Street, Nevertire between Gobabla Street and Clyde Street.</li> </ol> <p>Ongoing.</p>
*23.1.25	4.1.25	Road Land Tenure	DMES/ RIM	<p>A study be undertaken to determine the cost of fencing to exclude cattle and stock from the road reserves within the next 6 months as discussed in the Roads Committee Meeting of the 14 January 2025 Report Item 5.1.</p> <p>A report has been provided to the Roads Committee.</p>
23.1.25	7.1.25	Water Supply in Collie Village	DMES/ TSM	That a master plan be developed for improvement

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

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<b>Divisional Manager Engineering Services</b>				
				published in the Government Gazette dedicating the acquired land as a public road – in progress.  Cadastral and topographical surveys are being arranged.  Survey is ongoing. It has been determined that a Development Application is not required.
27.2.25	29.2.25	Warren Public Arts Committee - Victoria Park Female Friendly Amenities - Aboriginal Artwork Update	DMES/ TSM	That progress photographs are sought from the artist of the Victoria Park female-friendly amenities artwork for distribution to Committee Members and Councillors on a regular basis. Progressing.
27.2.25	50.2.25	Supply and Delivery to Warren – Portable Diesel-Powered Trash Pumps	DMES/ TSM	In accordance with the <i>Local Government (General) Regulation 2021</i> , formally agree to, and accept the analysis of the tender evaluation, for the Contract C13-95, Supply and Delivery to Warren NSW, 40 Diesel Driven Trash Pumps and Accessories and award the tender to B.A.R Group Pty. Ltd. for the tendered price of \$409,684.00 including GST.
27.3.25	59.3.25	ARIC Committee Compliance Register	DMFA/ MHD	2. Council's Legislative Compliance Policy to be provided to the Committee; and  3. The requirements be added to the Work Plan.
*27.3.25	60.3.25	Town Improvement Committee Proposed Improvement Projects & Program	DMES	That Council considers funding the following six (6) items for the 2025/2026 financial year.

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<b>Divisional Manager Engineering Services</b>				
				<ul style="list-style-type: none"> <li>• Replacement of retaining wall structures (copper log)- Warren Town Levee;</li> <li>• Shade structures over seating the Splash Park;</li> <li>• Replacement of fence – Nevertire Cemetery;</li> <li>• Placement of sandstone blocks (Located at Ellengerah Reservoir) along the driveway through Oxley Park to limit people parking on the grass areas;</li> <li>• Replacement of tables and seating at Bob Christensen Reserve; and</li> <li>• Replacement in part, fencing at Rotary Park.</li> </ul>
27.3.25	81.3.25	Warren Town Flood Study	DMES	The quotation from Hydrospatial Pty Ltd of \$211,420 including GST for provision of Warren Town Flood Study be accepted. Awaiting approval of work plan by the NSW Office of Environment before formally awarding the Contract.

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<b>Manager Health and Development Services</b>				
27.2.20	36.2.20	Draft Plans of Management	MHD	<ol style="list-style-type: none"> <li>1. Categories assigned as detailed in report.</li> <li>2. Crown Reserves classified identified as operational land.</li> </ol>

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

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Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Manager Health and Development Services</b>				
				Due to contractor issues options to be re-considered.
22.6.23	181.6.23	Warren War Memorial Swimming Pool	MHD/ GM	<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 – in progress;</p> <p>The Mayor, the General Manager, and the Manager Health and Development Services be authorised to formulate settlement terms if required.</p> <p>Pool re-lining subject to grant funding.</p>
7.12.23	301.12.23	Internal Auditor – Waste Control Review – November 2022 – February 2023	MHD	<p>The following priority and action be progressed:</p> <ul style="list-style-type: none"> <li>- An overarching Operational Plan be developed to include risk assessments, procedures, control measures and future strategic actions – in progress and initial commencement 22 August 2024.</li> </ul>
24.4.23	83.4.24	Ewenmar Waste Depot Recycling Options	MHD	<p>4. The Manager Health and Development Services to investigate the feasibility of implementing a return and earn facility and other recycling services in conjunction with NetWaste, on a regional basis and other organisations – in progress; and</p> <p>5. Council re-assesses the community's satisfaction</p>

# WARREN SHIRE COUNCIL

Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 24th April 2025

ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Manager Health and Development Services</b>				
				with recycling services in 2 years time.
5.12.24	290.12.24	Carter Oval Youth Sports Precinct Usage Tracking and Analysis	MHD	All user groups of the Carter Oval Youth Sports Precinct be requested to implement measures to record facility usage over the next two years to ensure Council is able to report in accordance with grant conditions on usage of the new facilities – in progress.
5.12.24	331.12.24	Planning Proposal – LEP Review	MHD	Council endorses the amended Planning Proposal to be submitted to the Department for Gateway determination. Submitted 5 February 2025.
*23.1.25	12.1.25	Local Approvals Policy	MHD	3. The Local Approvals Policy be placed on public exhibition for a minimum of 28 days: and 4. Subject to no adverse submissions being received within a period of at least 42 days, the Local Approvals Policy be adopted. Complete.
*27.2.25	28.2.25	Sporting Facilities Committee	MHD	Terms of reference including information in regard to the appointment of an interim chairperson be added to future agenda - noted.
*27.3.25	65.3.25	Cemeteries Policy	MHD	The Cemeteries Policy be adopted, with minor amendments. Complete.
27.3.25	80.3.25	NetWaste Collection and Recycling of Used Motor Oil Quotation F4287	MHD	2. Quotation F4287 for the Collection and Recycling of Used Motor Oil be awarded to Sam's Waste Management for their

# WARREN SHIRE COUNCIL

Report of the General Manager  
to the Ordinary Meeting of Council to be held in the  
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ITEM 1

OUTSTANDING REPORTS CHECKLIST

CONTINUED

Date	Resolution or Qwn	Outstanding Matter	Officer Resp	Response/Action
<b>Manager Health and Development Services</b>				
				submission price as set out in this report for the initial two (2) year term with the option of two (2) x 12-month extensions – in progress.  3. *Delegate the authority to execute the contracts for the Collection and Recycling of Used Motor Oil to the General Manager of the respective participating Councils - noted.

**RECOMMENDATION:**

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

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
**to the Ordinary Meeting of Council to be held in the**  
**Council Community Room, Warren on Thursday, 24th April 2025**

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**ITEM 2 COMMITTEE/DELEGATES MEETINGS**

**(C14-2)**

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

**MEETINGS HELD**

<b>Date</b>	<b>Committee / Meeting</b>	<b>Location</b>
27.3.2025	Mining and Energy Related Councils Meeting	Sydney
28.3.2025	Country Mayors Meeting	Sydney
28.3.2025	Meeting with Minister Janelle Saffin MP	Sydney
31.3.2025	Outback Arts AGM	Coonamble
31.3.2025	Councillor and Manex Workshop	Warren
1.4.2025	Murray Halyburton, Energy and Management Services	Online
1.4.2025	Meagan Morrison, Muse State	Online
2.4.2025	Board Chair and General Manager Central West, Local Land Services	Warren
3.4.2025	General Manager Discussion Circle	Online
4.4.2025	Country Councils ARIC Conference	Gilgandra
8.4.2025	Roads Committee	Warren
8.4.2025	Plant Committee	Warren
9.4.2025	IPWEA Board Meeting	Coolangatta
10-11.4.2025	IPWEA Conference	Coolangatta
14.4.2025	Stephen Pope, Dubbo Branch Shooters Fishers and Farmers Party, Candidate for the Federal Election of Parkes	Warren
14.4.2025	Manex Committee	Warren
16.4.2025	Councillor Workshop	Warren

**FUTURE MEETINGS NOT ON MEETING SCHEDULE**

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

**RECOMMENDATION:**

That the information be received and noted.

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held at  
Council Community Room, Warren on Thursday, 24th April 2025

**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 13th March 2025 to 10th April 2025:

Project	Budget	Expenditure/ Committed	Resp	Comment
<b>General</b>				
*Regional Racecourse Stimulus Funding Program 2022 – ‘Irrigation System’ Drought Proofing project and Public Area Fencing/Exclusion Fencing (\$247,260)  Includes \$144,000 from Warren Jockey Club & Racing NSW Grant JC 122-5-10	391,260	391,260	TSM/ IPM	Exclusion fence works are progressing; Approximately 2,170m of fencing has been replaced. Remaining section of exclusion fence has been completed by Wheeler Fencing. ‘Pharlap’ style fencing for the mounting yard, complete.  Access control system for auto gates installation, completed. Installation of power and controls, complete.
Office of Sport - Female Friendly Community Sport Facilities and Lighting Upgrades Grant Program Victoria Park Precinct New Female Amenities. Includes \$202,549.88 allocated	678,872	655,741	IPM/ WSCC M	This project involves construction of new amenities building including two separate changerooms and public access toilets will be constructed to provide safe, equitable and accessible facilities for female participants within Victoria Park Precinct.  *Wall & roof frames installation complete, cladding works commenced on the 13 March 2025. *Roof sheeting and wall sarking completed.

## WARREN SHIRE COUNCIL

### Report of the General Manager to the Ordinary Meeting of Council to be held in the Council Community Room, Warren on Thursday, 24th April 2025

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

**CONTINUED**

Project	Budget	Expenditure/ Committed	Resp	Comment
from restricted funds for infrastructure improvement/ replacement.  JC 3450-4310-0				External wall lining and cladding is progressing. *Internal wall lining completed. Electrical rough-in work in progress. Hot and cold water installation works in progress. Ceiling lining work is progressing. Artwork on doors is 50% complete. An updated construction plan has been requested from the Contractor. Expected completion by May 2025.
<b>Sewerage Services</b>				
Restart NSW Warren (STP) Upgrade  JC 220-3-0	92,000	Nil	TSM	Rehabilitation program for Old Sewerage Treatment Plant and bore installation being formulated but will be delayed until evaporation pond construction is complete.
NSW Severe Weather & Flood Grant for AGRN 1025 (\$1,000,000) (part of Warren Levee Rehabilitation project \$7,100,000)  Warren Town Levee Remediation JC: 3300-4400-0000 Federal; } 3300-4410-0000 State; and } 3300-4420-0000 OLG AGRN. }	4,430,118 736,438 736,697	1,277,080 194,928 600,589	GM IPM DMES TSM	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.  *An Open Tender called on 11 February 2025 for following works programs: 1. Warren Levee Rehabilitation Works (Work Program 1) 2. Riverbank Rock Revetment Works (Work Program 2)  Mandatory Site Briefing scheduled for 25 February 2025 with Tender Closing on 20 March 2025. Eight (8) companies were represented at the meeting and site visits.  Four (4) tenders received from three (3) tenderers. TEP convened their meeting on 27 March 2025.

## 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>The Tender evaluation is progressing.</p> <p>*Three (3), 100kVa generators for the flood pumping/levee project were delivered 6 March 2025.</p> <p>Two (2), 60kVa generators and the 250kVa generator is expected to be delivered by late-April to early -May 2025.</p>
<p>Local Roads and Community Infrastructure Grant Programs for Phase 4A and Phase 4B - Infrastructure Projects Management Office Projects:</p> <p>Windows on the Wetlands Centre Precinct Oxley Highway</p> <p>LRCI R4 \$37,996</p> <p>Includes \$37,004 allocated from restricted funds for infrastructure improvement/ replacement.</p> <p>JC 3350-0017-0010</p>	75,000	Nil	IPM/ MHD	<p>Windows on the Wetlands Centre Precinct EV Charging Station (up to 3). Supply &amp; installation of up to 3 EV Charging Stations.</p> <ul style="list-style-type: none"> <li>- * Round 2 Warren is not in optimal zone development – not eligible;</li> <li>- * Round 3 Warren not listed in GREEN or BLUE zone identified for charging point operators to apply for the grant - not eligible.</li> <li>- * Quote/proposal requested from service provider for design, supply and install for charging points.</li> </ul> <p>*A quote received for supply and installation EV Charger at Visitor Information Centre premises.</p> <ol style="list-style-type: none"> <li>1. 60 kW Charger - \$58,047.00</li> <li>2. 240 kW Charger – \$190,140.00 (\$64 K + \$126 K for network upgrade)</li> </ol> <p>*Council has sufficient funds for 60kW Charger, but a fast changer option would be best suited at the Visitor Information Centre.</p> <p>*The Council has issued a request for quotation (RFQ) for the design, supply, and installation of a 60 kW charger, with the closing date set for March 27, 2025.</p> <p>Six (6) quotations were received via Venderpanel and one (1) received late via email. RFQ review is progressing with a report to be presented at the April 2025 Council meeting.</p> <p>Project to be completed by 30 June 2025.</p>

## WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 24th April 2025

### ITEM 3 WORKS PROGRESS REPORTS – INFRASTRUCTURE PROJECTS

CONTINUED

Project	Budget	Expenditure/ Committed	Resp	Comment
Dog Pound - Animal Shelter Replacement Project JC 3260-4125-0	140,000	108,930	IPM/ MHD	*Besser blocks installation completed. Roof frame installation commenced on 2 April 2025.
Safety Management System	75,825	30,455	WHS-RC /GM	Works Program being formulated.
Asset Management & IPR	112,636	Nil	GM/ DMES	Works program being formulated.

## WARREN SHIRE COUNCIL

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

CONTINUED

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

# WARREN SHIRE COUNCIL

Report of the General Manager to the Ordinary Meeting of Council to be held in the  
Council Community Room, Warren on Thursday, 24th April 2025

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

**CONTINUED**

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

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

**ACRONYMS**

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

**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
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**ITEM 4                    2025 LOCAL ROADS CONGRESS – IPWEA (NSW)**

**(R4-13.2)**

**RECOMMENDATION** that:

1. The information be received and noted; and
2. Council approve the attendance of the Mayor and up to two (2) interested Councillors with the General Manager and Divisional Manager Engineering Services or nominee to the 2025 Local Roads Congress - IPWEA (NSW) on Monday, 2nd June 2025.

**Purpose**

To seek Council approval for the Mayor and up to two (2) Councillors to attend the 2025 Local Roads Congress - IPWEA (NSW) on Monday, 2nd June 2025.

**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 the Chairperson of 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. In 2024 Councillors Whiteley and McCloskey, the Divisional Manager Engineering Services and General Manager again attended and all found the Congress worthwhile attending.

**Report**

The theme for this year's Congress "*Reflect, Rethink, Resolve*". 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 2024 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. The Mayor has also expressed an interest in attending.

Practically, it would mean travel to Sydney by plane late Sunday, 1st June 2025 staying for two (2) nights and returning back to Warren in the morning of Tuesday, 3rd June 2025.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Attendance costs are expected to amount to approximately \$1,900 per attendee for Congress registration, accommodation, meals and flights.

Council provides annual funding for Councillors to attend this Congress.

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
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**ITEM 4                    2025 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 2025 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 2025 Flyer.
- 2. Draft NSW Local Roads Congress 2025 Program.
- 3. 2025 NSW Local Roads Congress Communique.
- 4. Previous Local Roads Congress Information.

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
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ITEM 4      2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

**Attachment 1 - NSW Local Roads Congress 2025 Flyer**

4/5/25, 5:50 PM IPWEA Event - 2025 Local Roads Congress | IPWEA (NSW)



NSW & ACT  
**IPWEA**  
INSTITUTE OF PUBLIC WORKS  
ENGINEERING AUSTRALASIA



[SIGN IN](#)

## 2025 Local Roads Congress

Monday 02 June 2025 at 09:00 am - Monday 02 June 2025 at 05:00 pm

**Sector Technical Conferences**

Select a Product

2025 Local Roads Congress - Early Bird ▼

[Register Here](#)

The 2025 Local Roads Congress is an annual event for local government to join together to discuss policy changes, challenges and constraints within the NSW local roads network. The congress provides a forum for NSW council executive staff and elected officials to discuss policy issues with NSW state Ministers in order to optimise road and transport outcomes across the state.

### Reflect, Rethink, Resolve

The 2025 Local Roads Congress theme, *'Reflect, Rethink, Resolve'*, calls on local government decision-makers to assess past lessons, embrace innovation, and drive practical solutions. By reflecting on challenges, rethinking traditional approaches, and resolving to implement smarter, more resilient infrastructure, councils can shape the future of local roads and transport networks.

<https://www.ipweansw.org/events/2025-local-roads-congress-02-06-2025>1/5

**WARREN SHIRE COUNCIL**  
Report of the General Manager  
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**ITEM 4                    2025 LOCAL ROADS CONGRESS – IPWEA (NSW)**

**CONTINUED**

4/5/25, 5:50 PM

IPWEA Event - 2025 Local Roads Congress | IPWEA (NSW)



### 20 Year History of the Local Roads Congress

The Local Roads Congress has a proud 20 year history having first been held in 2005 by the Roads & Transport Directorate, a joint initiative between IPWEA NSW & ACT and Local Government NSW (LGNSW). Over the years the Local Roads Congress has seen multiple NSW State Government Ministers and Shadow Ministers attend, including last year with The Hon. Jenny Aitchison MP (Minister for Regional Transport and Roads), The Hon. John Graham MLC (Minister for Roads), and The Hon. Natalie Ward MLC (Shadow Minister for Transport and Roads, and Shadow Minister for Infrastructure). This year will continue to showcase local government decision-makers.

### Who Should Attend

The Congress primarily targets local government decision-makers. We highly encourage Mayors, Councillors, General Managers and Directors of Engineering to attend.

### Congress Program

The event promises a day of insightful guest speakers and dialogue, concluding with an opportunity for networking accompanied by drinks and canapés. The final Program will be announced shortly, promising a line-up of expert speakers and relevant topics.

### Networking Evening

After a day of critical discussions at the 2025 Local Roads Congress, delegates can continue the conversation at the Networking Evening with drinks and canapés. This exclusive gathering provides mayors, councillors, general managers, and executives with the opportunity to engage in meaningful discussions on the day's key topics, exchange insights, and strengthen professional connections. In a relaxed setting, attendees can share perspectives on local road funding, policy challenges, and innovative solutions, ensuring the dialogue extends beyond the conference room. Don't miss this chance to connect with fellow decision-makers shaping the future of local roads.

<https://www.ipweansw.org/events/2025-local-roads-congress-02-06-2025>

2/5

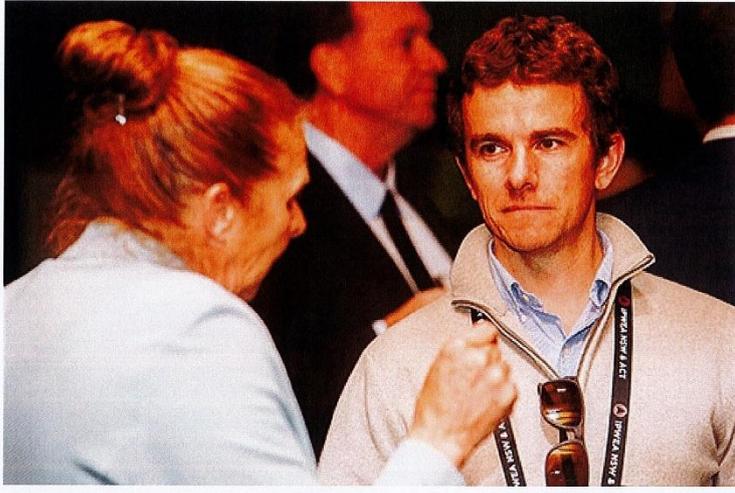
**WARREN SHIRE COUNCIL**  
**Report of the General Manager**  
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**ITEM 4**

**2025 LOCAL ROADS CONGRESS – IPWEA (NSW)**

**CONTINUED**

4/5/25, 5:50 PM
IPWEA Event - 2025 Local Roads Congress | IPWEA (NSW)



### Registration for Mayors and Councillors

Each registration to the 2025 Local Roads Congress will include a complimentary registration for a mayor or councillor. Upon registering you will be given the option to add the details of the mayor or councillor you will be attending with. If you have already registered and did not include a mayor or councillor and would now like to do so, please contact [events@ipweansw.org](mailto:events@ipweansw.org) with their name and dietary information. Attendance is limited so we recommend that you do this upon registering.

Registration Type	Cost	Closes	Additional Information
Registration – Early Bird	\$500	28 April 2025	Each registration includes complimentary attendance for a mayor or councillor
Registration – Full price	\$650	25 May 2025	Each registration includes complimentary attendance for a mayor or councillor

Standard Price:	Member Price:
\$500.00	\$500.00

Prices shown are excluding GST

<https://www.ipweansw.org/events/2025-local-roads-congress-02-06-2025>
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**WARREN SHIRE COUNCIL**  
Report of the General Manager  
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ITEM 4      2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

4/5/25, 5:50 PM IPWEA Event - 2025 Local Roads Congress | IPWEA (NSW)

**NSW Parliament House, Sydney, NSW**

[See Map](#)



**Related Assets**

## Contact Information

Events

 +61 2 8267 3001

 [events@ipweansw.org](mailto:events@ipweansw.org)

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<https://www.ipweansw.org/events/2025-local-roads-congress-02-06-2025> 4/5

**WARREN SHIRE COUNCIL**  
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ITEM 4      2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

**Attachment 2 - Draft NSW Local Roads Congress 2025 Program**

<b>MORNING PROGRAM</b>	
8:30am – 9:00am	<b>Delegate registration</b>
9:00am	 <b>Uncle Allen Madden</b> <i>'Welcome to Country'</i>
9:10am	 <b>Rob Carlton</b> <i>'Congress Welcome'</i>
9:20am	<b>Grant Baker</b> IPWEA NSW & ACT <i>'Opening Address'</i>
9:30am	<b>Phylis Miller</b> LGNSW <i>'Welcome Address'</i>
9:40am	<b>Will Barton</b> Roads and Transport Directorate <i>'Communiqué Update'</i>
<b>MORNING TEA</b> Fountain Courtyard	
10:30am	<b>The Hon. John Graham</b> Minister for Transport <i>'Keynote Address'</i>
10:45am	<b>The Hon. Natalie Ward</b> Shadow Minister for Transport and Roads <i>'Keynote Address'</i>
11:00am	<b>The Hon. Jenny Aitchison</b> Minister for Roads and Regional Transport <i>'Keynote Address'</i>
11:15am	<b>Dave Layzell</b> Shadow Minister for Regional Transport and Roads <i>'Keynote Address'</i>
11:30am	<b>Panel Discussion – Ministers</b>
<b>LUNCH</b> Strangers' Dining Room	
<i>*Program subject to change</i>	

**WARREN SHIRE COUNCIL**  
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ITEM 4

2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

## 2025 LOCAL ROADS CONGRESS

### AFTERNOON PROGRAM

1:30pm **Anthony Hayes**  
Transport for NSW  
*'Approach to Road Recategorisation'*

1:50pm **Tim Mackney**  
Tweed Shire Council  
*'Lessons Learnt from Disaster Recovery'*

2:10pm **Joshua Devitt**  
IPWEA NSW & ACT  
*'Asset AI'*

2:30pm **Dr John Crozier**  
Australasian College of Road Safety  
*'The cost of road trauma'*

2:50PM **Panel Discussion – Technical Speakers**

3:10pm – 3:40pm **AFTERNOON TEA**  
Fountain Courtyard

3:40pm **Steve Verity**  
IPWEA  
*'Asset Benchmarking 2025 Results'*

4:00pm **Morgan Spruce**  
IPWEA NSW & ACT  
*'Asset Management Maturity'*

4:20pm  **Rob Carlton**  
*'Congress Communique'*

5:00pm **EVENT CLOSE**

*\*Program subject to change*

Congress Partner

WARREN SHIRE COUNCIL  
Report of the General Manager  
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ITEM 4 2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

Attachment 3 - 2025 NSW Local Roads Congress Communiqué



Over 120 delegates, encompassing council executive staff, mayors, and elected officials gathered with State Government Ministers at NSW Parliament House on 3rd June 2024 to attend the 2024 Local Roads Congress. The discussions and presentations from the Congress inform the advocacy focus of the Roads & Transport Directorate over the next 12 months which is outlined in this communiqué.

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ITEM 4                      2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



**2024 LOCAL ROADS CONGRESS COMMUNIQUÉ**  
*PLANNING FOR THE FUTURE*

The NSW Roads and Transport Directorate (RTD), a joint initiative between Local Government NSW (LGNSW) and the NSW Division of the Institute of Public Works Engineering Australasia (IPWEA NSW and ACT), is pleased to present the 2024 Local Roads Congress Communiqué. Reflecting on past challenges and current trends, we reaffirm our commitment to a sustainable, resilient, and prosperous future for New South Wales (NSW) through strategic and integrated road infrastructure planning.

This year's Congress theme; 'Planning for the Future', recognises that there are a number of emerging trends which will have a significant impact on the NSW local road network, and it is imperative to start planning for, or in some cases take immediate action to address these trends. To meet future challenges to the local road network, including an increased frequency of natural disasters, technological advancements, and changing community needs, the current approach to managing the local road network must evolve.

Integrating AI into road maintenance activities can provide significant efficiency gains, as well as helping councils shift to a proactive approach to dealing with road defects, and ultimately reducing overall risk to road users. Consideration of streets as shared spaces helps accommodate the demand for multiple, competing, use cases for the road corridor. Effectively planning for these use cases leads to better utilisation of the space and promotes overall community well-being. The increased uptake of electric vehicles necessitates a forward-looking approach to infrastructure planning, both from a road user perspective, as well as potential efficiency and revenue gains for council operations.

The predicted increase to heavy vehicle movements associated with road freight, as well as the changing nature and distribution patterns of the future freight task, require consideration to ensure economic efficiency is maintained while ensuring the local road network is fit to accommodate these increased movements. A concerted approach to road safety, underpinned by innovative technologies and community-focused strategies, will help address the unacceptably high rate of fatalities and trauma on local roads and move closer towards zero deaths or serious injuries. Integrated network planning is a critical process to ensure that the competing demands on the use of the local road network are considered from a holistic perspective and that the potential efficiency gains from network improvements can be maximised.

However, the current government funding models, which tend to be reactive and segmented, present challenges to the achieving these objectives. They do not consistently offer the necessary support for crucial infrastructure development and retention of a skilled workforce within Local Government. This situation highlights the need for transformative funding strategies which enable councils to adopt a more strategic and sustainable approach. Such a model would better align with the long-term functional needs of the local road network, reducing future costs and improving service delivery across all levels of Government.

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2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



**2024 LOCAL ROADS CONGRESS COMMUNIQUÉ**  
*PLANNING FOR THE FUTURE*

**NSW Local Government**

The Congress supports a commitment from NSW Local Government to:

- i) Develop and implement integrated network plans for the local road network incorporating: critical infrastructure and resilience plans, local transport network plans, asset and risk management plans, community strategic plans, delivery programs and operational plans, road safety plans, and freight strategic plans.
- ii) Consider the adoption of AI technology solutions, as a means of improving the efficiency of road maintenance activities and reducing overall risk to road users.
- iii) Develop implementation strategies to support the roll out of zero emission vehicle technology over the short-medium term, including required support infrastructure and explore the adoption of such technology within council fleet vehicles.
- iv) Develop and implement comprehensive workforce development plans to effectively address the current and anticipated skills shortages within professional engineering and skilled infrastructure disciplines.
- v) Continue providing data to the RTD's Road Asset Benchmarking Survey, including additional data on aging steel and concrete structures, to develop a comprehensive understanding of the state of local road assets, and to support the ongoing advocacy of IPWEA NSW & ACT.
- vi) Harmonise standards and specifications to align to industry best practice, building off work being done by organisations such as the RTD, Aus-Spec and Austroads

**NSW Government**

The Congress calls on the NSW Government to:

- i) Continue supporting maintenance and improvement of the road network via the Fixing Country Bridges, Regional Emergency Road Repair Fund, Road Block Grant, Regional and Local Roads Repair Programs.
- ii) Review 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.
- iii) Provide a long-term commitment to a funding program designed to improve freight outcomes by addressing first and last-mile challenges on the local and regional road network.
- iv) Facilitate a review by the Office of Local Government of the linkages between council long term financial plans and asset management plans, and develop new guidelines to support greater alignment between these

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2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



**2024 LOCAL ROADS CONGRESS COMMUNIQUÉ**  
*PLANNING FOR THE FUTURE*

plans to ensure that the ongoing maintenance costs of assets are funded to meet an acceptable level of service.

- v) Work with Local Government to develop a program to improve maintenance activities, safety, and resilience across the entire state road network. With a particular focus on: critical access routes, key freight routes, high risk natural disasters sites and locations with a poor road safety record.
- vi) Provide direct financial assistance to local governments to enable upgrading of vehicle fleets to zero emission models. As well as providing support for the development of the supporting charging infrastructure for use by all road users.
- vii) Develop robust capacity-building programs and training sessions for Local Government staff engaged in asset management, including support to: develop asset management plans, undertake iRAP safety assessments, implement the Automated Access Assessment Program (AAAP), increase awareness of the changes to PBS and zero emission vehicles standards.
- viii) Work with and support local government in the adoption of AI technology, including providing funding to encourage the uptake of such solutions.
- ix) Utilise the work done on road reclassification to date to inform the development of the future road reclassification framework.
- x) Consider a methodology for funding betterment over and above natural disaster recovery funding, to increase the resilience of the network and reduce the risk associated with future natural disasters.

**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) Develop a proactive long-term strategy to address the skills shortage in professional engineers and other infrastructure workers, including support for skilled migration and the development of local capacity.
- iii) Sustainable and streamlined natural disaster funding arrangements, including Disaster Recovery Funding Arrangements, for all NSW councils, which includes consistent reporting and assessment processes, increased flexibility to build back better and more efficient approval processes (maximum of 6 months) that enable timely recovery work post-disaster.
- iv) Ensure improved arrangements are put in place for the provision and ongoing care of local road assets servicing large-scale economic generators, including zero emission energy projects, as well as forestry and mining projects, to reduce the cost shift to Local Government.

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ITEM 4

2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED



**2024 LOCAL ROADS CONGRESS COMMUNIQUÉ**  
*PLANNING FOR THE FUTURE*

**Australian Government**

The Congress calls on the Australian Government to:

- i) Increase the annual Roads to Recovery Program allocations to align with the construction cost index and the growth in the road asset base, ensuring funding levels are maintained in real terms.
- ii) Revise the Roads to Recovery funding conditions to include the development of local road safety and resilience plans, as well as the integration of natural disaster adaptation strategies into council transport, asset management, long-term financial plans, delivery programs, and annual budgets.
- iii) Ensure the program guidelines for the new Safer Local Roads and Infrastructure Program include allocated funds for the upgrading and replacement of bridges on the local road network.
- iv) Work with national professional bodies such as IPWEA Australasia and Engineers Australia, as well as the university sector, to increase the capacity and skills of public works personnel, with a specific focus on integrated network planning, asset management, and road safety strategic plans.
- v) Support collaboration between local councils, universities, and specialist research organisations into innovative technologies and practices to improve the management of local road assets. Provide appropriate guidelines and training programs to put this research into practice.
- vi) Proactively engage with NSW Local Government and the Roads and Transport Directorate in implementing the National Service Level Standards on local roads, with particular consideration of the competing demands of lower order roads as shared spaces.

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**Attachment 4 - Previous Local Roads Congress Information**

08/04/2025, 11:11 Local Roads Congress | IPWEA (NSW)



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## Local Roads Congress

The 2024 Local Roads Congress was held on the 3rd June  
2024 at NSW Parliament House

[View the 2024 Local Roads Congress Communiqué](#)



### 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#:~:text=The 2024 Local Roads Congress,information will be available soon.> 1/8

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ITEM 4      2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

08/04/2025, 11:11

Local Roads Congress | IPWEA (NSW)



**2024 Local Roads Congress**

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*'.

2024 Local Roads Congress  
Communiqué

<https://www.ipweansw.org/roadsdirectoratelocal-roads-congress#:~:text=The 2024 Local Roads Congress,information will be available soon.>

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CONTINUED

08/04/2025, 11:11      Local Roads Congress | IPWEA (NSW)



**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 Farraway.

2023 Local Roads Congress  
Communiqué

<https://www.ipweansw.org/roadsdirectorates/local-roads-congress#:~:text=The 2024 Local Roads Congress,information will be available soon.>      3/8

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CONTINUED

08/04/2025, 11:11

Local Roads Congress | IPWEA (NSW)



**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

<https://www.ipweansw.org/roadsdirectorate/local-roads-congress#:~:text=The 2024 Local Roads Congress,information will be available soon.>

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ITEM 4      2025 LOCAL ROADS CONGRESS – IPWEA (NSW)

CONTINUED

08/04/2025, 11:11      Local Roads Congress | IPWEA (NSW)



**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

<https://www.ipweansw.org/roadsdirectorate/local-roads-congress#:~:text=The 2024 Local Roads Congress,information will be available soon.>      5/8

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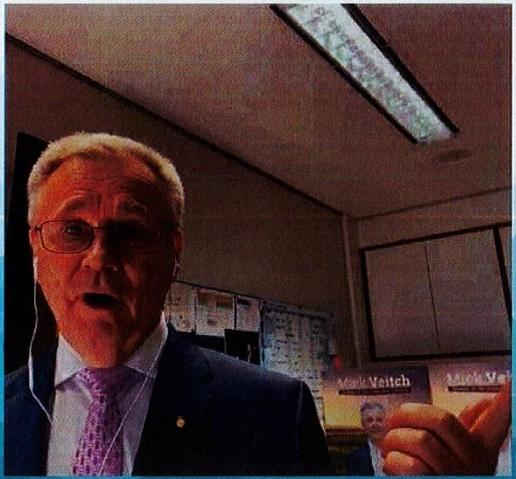
**ITEM 4                    2025 LOCAL ROADS CONGRESS – IPWEA (NSW)**

**CONTINUED**

08/04/2025, 11:11 Local Roads Congress | IPWEA (NSW)



**Arjan Rensen**  
Manager, Roads and Transport Directorate



**The Hon. Mick Veitch MLC**  
Shadow Minister for Rural Roads

**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 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'.

<https://www.ipweansw.org/roadsdirectorate/local-roads-congress#:~:text=The 2024 Local Roads Congress,information will be available soon.> 6/8

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Local Roads Congress | IPWEA (NSW)



### 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](mailto:rtd@ipweansw.org) or on (02) 8267 3000

#### QUICK LINKS

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#### ABOUT US

[Staff](#)

[Contact Us](#)

<https://www.ipweansw.org/roadsdirectoratelocal-roads-congress#:~:text=The 2024 Local Roads Congress,information will be available soon.>

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**ITEM 5                    DRAFT 2025/2026 OPERATIONAL PLAN AND 2025/2026 – 2028/2029 DELIVERY PROGRAM                    (A4-4.1/1)**

**RECOMMENDATION:**

That Council advertise the Draft 2025/2026 Operational Plan in conjunction with the Draft 2025/2026 Estimates and 2025/2026 – 2028/2029 Delivery Program inviting written public submissions and comments up until 4.00 pm Thursday 29th May, 2025.

**PURPOSE**

To seek Council endorsement to advertise the Draft 2025/2026 Operational Plan in conjunction with the Draft 2024/2025 Estimates and 2025/2026 – 2028/2029 Delivery Program inviting written public submissions and comments up until 4.00 pm Thursday 29th May 2025.

**BACKGROUND**

Section 405 of the Local Government Act 1993 (as amended) requires Council to prepare an Operational Plan each year. Prior to adoption of the Plan, Council must give a period of not less than 28 days inviting written public submissions and comment on the Plan.

**REPORT**

Included with the April 2025 Council Meeting Business Paper is a copy of the Draft 2025/2026 Operational Plan and Draft 2025/2026 Estimates that were presented to the Councillor and Senior Management Team Workshops on Monday, 31st March 2025 and Wednesday, 16th April 2025 for information, comment and any amendments.

The Draft 2025/2026 Estimates will be subject to a separate report to the April 2025 Council Meeting by the Divisional Manager Finance and Administration.

2025/2026 is expected to be an extremely busy year with a great deal of capital improvement works to be completed or commenced together with a large flood restoration and construction program on Council's road network and other programs/projects, at least as follows:

- Bushfire Hazard Reduction - \$360,000 (subject to Grant Funding);
- Administration – New Electronic Records Management System Introduction, Routine Replacement of ICT Assets, Two (2) Replacement Photocopiers, Commencing Introduction of a New Corporate Financial System - \$162,500 subject to change depending on carry over funds;
- Warren Street Christmas Party 2025 - \$116,666 (subject to Grant Funding);
- Website Creation for Destination Macquarie Marshes - \$12,000;
- Warren Sporting & Cultural Complex – Gym Equipment Renewals - \$7,500;
- Stoney Creek/Reddenville Break - Signage Disaster Readiness Grant Works - \$77,022;
- Urban Roads – Bitumen Resealing - \$170,000;
- Urban Roads – Gravel Resheeting - \$39,493;
- Rural Roads – Bitumen Resealing - \$828,000;
- Rural Roads – Gravel Resheeting - \$430,500;
- Regional Roads – Bitumen Resealing - \$250,000;
- Bundemar Street Rehabilitation - \$50,000;

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**ITEM 5                    DRAFT 2025/2026 OPERATIONAL PLAN AND 2025/2026 – 2028/2029 DELIVERY PROGRAM                    CONTINUED**

- Kerb and Gutter Renewal/Replacement - \$170,000;
- Regional Emergency Roads Repair Program Regional Roads – RR333 Carinda Road - \$1,250,000;
- Regional Emergency Roads Repair Program Regional Roads – RR 7515 Warren Road - \$511,576;
- Plant Replacement 2025/2026 (Net Purchase Cost) - \$853,586 (estimated);
- September 2022 AGRN 1034 Flood and Storm Damage Essential Public Asset Reconstruction Work Shire and Regional Roads - \$4,393,041;
- September 2022 AGRN 1034 Flood and Storm Damage Essential Public Asset Reconstruction Work Ewenmar Waste Depot Access Road Restoration - \$220,500;
- Warren Town Levee Upgrading - \$5,490,060, most carried over;
- Towards Zero Safer Roads Program for RR202 Marthaguy Road and RR333 Carinda Road - \$5,389,000 most carried over;
- Sewer Mains Condition Refurbishment Works - \$100,000;
- Sewerage Pump Station Hatch Covers - \$99,750 most carried over;
- Thornton Avenue Sewerage Pump Station Refurbishment - \$107,000 most carried over;
- Water Valve Replacement Program - \$100,000;
- Water Supply Pump Station Motor Control Centre Replacement - \$75,000;
- Gunningba Estate Stage 3 Development - \$194,073, subject to land sales or grant and carry over;
- Decommissioning of Old Sewerage Treatment Plant - \$92,000 most carried over
- Gillendoon Street Pump Station Restoration - \$125,000;
- Warren Airport Exclusion Fencing - \$139,000, subject to grants;
- Warren Airport Improvement Works - \$50,000, subject to grants;
- Preparation of Discover Macquarie Marshes Website and Social Media Program - \$12,000;
- Strategic Planning / Integrated Water Cycle Management Plan - \$1,446,470;
- Street Lighting Improvement - \$11,662 most carried over;
- Ewenmar Waste Depot EPA Landfill Environment Improvement - \$104,290 subject to grant;
- Topdressing and levelling of Soccer Fields at Carter Oval - \$10,000;
- Final Stage of Carter Oval Youth Sports Complex Irrigation - \$90,000;
- Shade structures three (3) over Tables and Chairs at the Splash Park - \$25,000;
- Warren Family Health Centre Internal Painting - \$20,000;
- Administration Centre Air-conditioning and External Blinds - \$15,000;
- Warren Works Depot Air-conditioning and Workshop Bird Proofing - \$18,000;
- Warren War Memorial Swimming Pool Improvement Works - \$48,000;
- Warren Showground/Racecourse Tables and 100 Chairs - \$15,000;
- Warren Sporting & Cultural Centre 250 Chairs - \$25,000;
- Carter Oval Youth Sports Complex Building Fit Out - \$12,000;

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**ITEM 5                    DRAFT 2025/2026 OPERATIONAL PLAN AND 2025/2026 – 2028/2029 DELIVERY PROGRAM                    CONTINUED**

- State Highway 11 Oxley Highway Ordered Works - \$1,250,000 subject to funding approval;
- Implementation of Engineering Services Reported IT Systems - \$54,000;
- Drought Resilience Planning Program Implementation Project – Country Heartlines - \$234,000, mostly carryover;
- Workplace Health and Safety Management System – Safety Culture - \$50,600;
- Traffic Counter Replacement - \$6,354;

Council is expecting a large increase in electricity costs (upwards of 15%) in 2025/2026.

Included in the budget are various allocations towards maintenance works to be undertaken in the areas of town services (parks, gardens, water and sewerage), in the roads area and for other Council assets.

Having such a sizeable capital improvement budget together with Council’s normal maintenance program and expected flood restoration program will necessitate the continued employment of both extra management and operational resources to ensure works and programs are efficiently, safely and effectively facilitated together with other members of Council’s Management Executive Team.

Where possible, an increased operational staff level (both permanent and temporary) will also be used to undertake most works in house in conjunction with extra contracted works (local and tendered projects where special expertise is required).

Major grants to be sought include Warren Bore Water Storage Increase, Warren CBD Upgrade, Safer Local Roads and Infrastructure Program, Towards Zero Safer Roads Program.

Currently, no loans are required for the 2025/2026 however, this may change for a required increased bore water storage in Warren. Alternatively, a loan most probably will be proposed in the 2026/2027 Operational Plan & Estimates to fund increased bore water storage in Warren, if grant funds are not forthcoming.

An appropriate allocation (\$125,000) has also been provided for what is necessary with the new Audit, Risk and Improvement Committee (ARIC), Contract Internal Auditor and Service Reviews.

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**ITEM 5                    DRAFT 2025/2026 OPERATIONAL PLAN AND 2025/2026 – 2028/2029 DELIVERY PROGRAM                    CONTINUED**

Operational Plan Legislative Requirements and Compliance

<b>Operational Plan</b>	Identify projects, programs or activities that Council will undertake within the financial year towards addressing actions in the Delivery Program	The actions in this document include actions planned for the 2025/2026 financial year
	Allocate responsibilities for each project, program or activity and measures to determine effectiveness	The actions in this document include responsibilities and measurements
	Include the Statement of Revenue Policy	The actions in this document include responsibilities and measurements
	Include provisions relating to the content of Council’s annual statement of Revenue Policy: <ul style="list-style-type: none"> <li>• Estimated income and expenditure</li> <li>• Ordinary rates and special rates</li> <li>• Proposed fees and charges</li> <li>• Council’s proposed pricing methodology</li> <li>• Proposed borrowings</li> </ul>	The actions in this document include responsibilities and measurements

The Office of Local Government (OLG) have provided the following advice:

**Maximum Interest Rate on Overdue Rates and Charges**

- In accordance with section 566(3) of the Act, it has been determined that the maximum rate of interest payable on overdue rates and charges for the period 1 July 2025 to 30 June 2026 will be 10.5% per annum

**Section 603 Certificate**

- Under section 603 of the Act, councils may issue a certificate as to the amount (if any) of rates, charges, etc. due or payable to the council for a parcel of land. Section 603(2) states the application must be accompanied by the approved fee. In accordance with the approved methodology, the approved fee for 2025-26 is determined to be \$100. This remains the same as the 2024-25 fee.
- This determination applies to the issuing of a certificate for the matters specified in section 603(2) of the Act. Where a council offers to provide other information as an optional service, the council is not prevented from separately determining an approved fee for that additional service. Furthermore, a council is not prevented from determining approved fees for additional services required by an applicant for the expedited processing of a Section 603 Certificate.

**Statutory Limit on the Maximum Amount of Minimum Rates**

- Following a recommendation by Independent Pricing and Regulatory Tribunal (IPART), clause 126 of the Local Government (General) Regulation 2021 will be amended on 1 July 2025 by the Local Government (General) Amendment (Minimum Amounts of Rate) Regulation 2025, so that under section 548(3)(a) of the Act, the maximum amount of the minimum ordinary rate will be \$639 for 2025-26.

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**ITEM 5                    DRAFT 2025/2026 OPERATIONAL PLAN AND 2025/2026 – 2028/2029 DELIVERY PROGRAM                    CONTINUED**

- The maximum amount of a minimum special rate (not being a water supply special rate or a sewerage special rate) prescribed by section 548(3)(b) of the Act will remain unchanged at \$2.

Other statutory fees have been marked to be amended when the advice is provided and will hopefully be finalised when Council adopts the Draft 2025/2026 Operational Plan and Estimates at the June 2025 Council Meeting.

The Operational Plan Actions are addressed under the following categories:

1. **Social** (coloured Yellow)
2. **Economic** (coloured Grey)
3. **Infrastructure** (coloured Red)
4. **Environmental** (coloured Green)
5. **Governance** (coloured Blue)

Each of these categories outlines a summary of the community views as outlined in the Community Strategic Plan “Warren Shire 2035”.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Under the Integrated Planning and Reporting process, Council prepares a rolling Long Term Financial Plan. From this Plan, Council prepares a single year Financial Plan from its Delivery Program to identify its day to day operational needs and to determine future capital and maintenance works across all the service areas of Council.

The Draft 2025/2026 Operational Plan and Estimates importantly has included the additional costs that will come about with the increased or redeveloped assets that have been starting to come on line over the past 12 months or will soon come on line such as:

- Lions Park toilet amenities;
- Warren CBD toilet amenities;
- Victoria Park and Oval toilet and changeroom amenities;
- Other toilet amenities;
- Carter Oval Youth Sports Precinct Development;
- Window on the Wetlands Centre Precinct (Visitor Information Centre/toilet amenities);
- Warren Showground/Racecourse Equestrian Arena; and
- Warren Airport Terminal building amenities.

These additional costs are now slightly financially affecting budgets and will need to be monitored to determine if extra ways of funding maintenance is required in the near future to ensure services are not needed to be reduced in other areas of the budget. Currently the increased but conservative budget for investment income is helping to cover costs.

Where possible, use of Council’s Internal Restricted Funds has been undertaken to reduce any impact on the overall budget.

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**ITEM 5                    DRAFT 2025/2026 OPERATIONAL PLAN AND 2025/2026 – 2028/2029 DELIVERY PROGRAM                    CONTINUED**

Also included is an amount of \$130,000 to allow the appointment of a new Treasurer / Management Accountant as the current Treasurer transitions to retirement.

**LEGAL IMPLICATIONS**

Section 405 Local Government Act 1993 (as amended).

**RISK IMPLICATIONS**

Nil, unless the Draft 2025/2026 Operational Plan is not complete and adopted by Council by 1st July 2025.

**STAKEHOLDER CONSULTATION**

This report is provided to commence the appropriate consultation process by advertising the Draft 2025/2026 Operational Plan in conjunction with the Draft 2025/2026 Estimates and Draft 2025/2026 – 2028/2029 Delivery Program inviting written public submissions and comments up until 4.00 pm Thursday, 29th May 2025.

**OPTIONS**

Nil as the Draft Operational Plan and Estimates and 2025/2026 – 2028/2029 Delivery Program must be progressed.

**CONCLUSION**

This report is provided to recommend to Council the advertising of the Draft 2025/2026 Operational Plan in conjunction with the Draft 2025/2026 Estimates and 2025/2026 – 2028/2029 Delivery Program prior to adoption at the June 2025 Council Meeting.

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

- 5.2.3 Seek new sources of income for Council;
- 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); 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. Draft 2025/2026 Operational Plan (under separate cover);
- 2. Draft 2025/2026 – 2028/2029 Delivery Program (under separate cover); and
- 3. Warren Shire 2035 Community Strategic Plan (provided under separate cover previously).

# 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 24<sup>th</sup> April 2025

## ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2025

(B1-10.16)

### RECOMMENDATION:

That the Statement of Bank and Investments Balance as at 31<sup>st</sup> March 2025 be received and noted.

### PURPOSE

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

### BACKGROUND

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

### REPORT

Following is the reconciled internal funds of Council that have been reconciled with the Bank Statements as at 31<sup>st</sup> March 2025.

Council should note that investment items listed as

	Balance		Balance
	28-Feb-25	Transactions	31-Mar-25
General	10,965,047.44	(1,704,349.11)	9,260,698.33
Water Fund	932,856.82	56,941.49	989,798.31
Sewerage Fund	1,780,509.85	(127,450.99)	1,653,058.86
North Western Library	(11,955.29)	68,232.00	56,276.71
Trust Fund	89,687.30	1,422.48	91,109.78
Investment Bank Account	(9,742,013.65)	(500,000.00)	(10,242,013.65)
	<b>4,014,132.47</b>	<b>(2,205,204.13)</b>	<b>1,808,928.34</b>

# WARREN SHIRE COUNCIL

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ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2025

CONTINUED

## BANK STATEMENT RECONCILIATION

<b>Balance as per Bank Statement =</b>	<b>1,808,928.34</b>
Add: Outstanding Deposits for the Month	0.00
Less: Outstanding Cheques & Autopays	0.00
<b>Balance as per Ledger Accounts less Investments =</b>	<b>1,808,928.34</b>

## INVESTMENTS RECONCILIATION

### Investments as at 31st March 2025

No.	Institution	Amount	Term & Rate	Maturity Date
	CBA	1,732,013.65	4.10%	On Call A/c
1	AMP	1,000,000.00	5.20%	18-Jun-25
2	NAB	1,500,000.00	4.75%	20-May-25
4	NAB	1,000,000.00	4.50%	22-Apr-25
7	NAB	1,000,000.00	4.90%	28-Apr-25
9	NAB	1,000,000.00	4.80%	19-May-25
10	NAB	1,500,000.00	4.90%	28-Apr-25
11	NAB	1,500,000.00	4.70%	24-Jun-25
	NAB	10,000.00	60 days @ 1.45%	TBA
<b>TOTAL INVESTMENTS =</b>		<b>10,242,013.65</b>		

## BANK AND INVESTMENT ACCOUNTS BREAKDOWN

Externally Restricted Funds Invested	9,162,223.99
Internally Restricted Funds Invested	2,388,718.00
Unrestricted Funds	500,000.00
<b>TOTAL BANK &amp; INVESTMENTS ACCOUNTS BALANCE =</b>	<b>12,050,941.99</b>

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

# WARREN SHIRE COUNCIL

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**ITEM 1 RECONCILIATION CERTIFICATE – MARCH 2025**

**CONTINUED**

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A.

**LEGAL IMPLICATIONS**

N/A.

**RISK IMPLICATIONS**

N/A

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

N/A.

**CONCLUSION**

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

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

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

**SUPPORTING INFORMATION / ATTACHMENTS**

N/A.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration  
to the Ordinary Meeting of Council to be held in the  
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ITEM 2

STATEMENT OF RATES & ANNUAL CHARGES

(R1-4)

**RECOMMENDATION:**

That the Statement of Rates and Annual Charges information as at 7<sup>th</sup> April 2025 be received and noted.

**PURPOSE**

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

**BACKGROUND**

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

**REPORT**

Attached to this report is the statement of rates and annual charges as at 7<sup>th</sup> April 2025 including comparisons over the last four years.

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

**FINANCIAL AND RESOURCE IMPLICATIONS**

N/A.

**LEGAL IMPLICATIONS**

N/A.

**RISK IMPLICATIONS**

N/A.

**STAKEHOLDER CONSULTATION**

N/A.

**OPTIONS**

N/A.

**CONCLUSION**

This report is provided to advise Council of the balance of rates and annual charges.

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

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

**SUPPORTING INFORMATION / ATTACHMENTS**

Nil.

# WARREN SHIRE COUNCIL

Report of the Divisional Manager of Finance and Administration to the Ordinary Meeting of Council to be held in the Council Chambers, Warren on Thursday 24<sup>th</sup> April 2025

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

**CONTINUED**

7-Apr-25

Name of Rate				COLLECTIONS FOR YEAR		NETT ARREARS	
	NETT 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	268,520	5,703,880	5,972,399	4,491,203	75.20%	1,481,196	24.80%
Warren Water Fund	102,688	600,615	703,303	485,372	69.01%	217,931	30.99%
Warren Sewerage Fund	115,462	627,197	742,659	495,192	66.68%	247,467	33.32%
<b>TOTAL 2024/2025</b>	<b>486,670</b>	<b>6,931,692</b>	<b>7,418,362</b>	<b>5,471,767</b>	<b>73.76%</b>	<b>1,946,595</b>	<b>26.24%</b>
<b>TOTAL 2023/2024</b>	<b>445,604</b>	<b>6,630,720</b>	<b>7,076,324</b>	<b>5,191,201</b>	<b>73.36%</b>	<b>1,885,123</b>	<b>26.64%</b>
<b>TOTAL 2022/2023</b>	<b>290,303</b>	<b>6,339,624</b>	<b>6,629,927</b>	<b>5,030,305</b>	<b>75.87%</b>	<b>1,599,622</b>	<b>24.13%</b>
<b>TOTAL 2021/2022</b>	<b>303,871</b>	<b>7,171,097</b>	<b>7,474,968</b>	<b>4,845,399</b>	<b>64.82%</b>	<b>2,629,569</b>	<b>35.18%</b>
<b>TOTAL 2020/2021</b>	<b>318,952</b>	<b>6,995,578</b>	<b>7,314,530</b>	<b>4,665,588</b>	<b>63.79%</b>	<b>2,648,942</b>	<b>36.21%</b>
		09-Apr-21	13-Apr-22	16-Apr-23	15-Apr-24	07-Apr-25	
<b>COLLECTION FIGURES AS \$</b>		4,665,588	4,845,399	5,030,305	5,191,201	5,471,767	
<b>COLLECTION FIGURE AS %</b>		63.79%	64.82%	75.87%	73.36%	73.76%	

# WARREN SHIRE COUNCIL

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

**RECOMMENDATION:**

That the information be received and noted.

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

<b>Project</b>	<b>Budget</b>	<b>Expend</b>	<b>Resp</b>	<b>Comment</b>
Office Equipment Purchases – PC Purchases – Electronic Records Management System Investigation/ Implementation	\$182,615	\$45,435	DMFA	2023/24 estimated carry over value, included in the budget figure is \$51,032  Purchase new office equipment, PC's and other ICT equipment as needed.  Ongoing implementation of a Document management system, a new server is in place and transitioning to use in full.  Includes cost of new conferencing equipment.

**ACRONYMS**

DMFA - Divisional Manager Finance & Administration

# WARREN SHIRE COUNCIL

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ITEM 4                    2025/2026 DRAFT ESTIMATES

(E4-45)

## RECOMMENDATION

That Council advertise the Draft 2025/2026 Estimates inviting written public submissions and comment up until 4.00 pm on Thursday 29<sup>th</sup> May 2025.

## PURPOSE

To seek Council endorsement to advertise the Draft 2025/2026 Estimates inviting written public submissions and comment up until 4.00 pm on Thursday 29<sup>th</sup> May 2025.

## BACKGROUND

Section 405 of the Local Government Act 1993 (as amended) requires Council to prepare an Operational Plan each year, prior to adoption of the plan Council must give a period of not less than 28 days inviting written public submissions and comment on the plan.

## REPORT

Included with the April 2025 Business Paper is a copy of the Draft 2025/2026 Estimates that were presented at the Councillor workshop on Wednesday 16<sup>th</sup> April 2025 for information and comment.

The Draft 2025/2026 Estimates is submitted to Council with a balanced budget (excluding depreciation) in General Fund, a \$265,492 deficit in Water Fund and a \$499,371 deficit in Sewerage Fund, though these are negated by the transfer from reserves and shown as capital income as appropriate.

The Draft 2025/2026 Estimates have been prepared based on the below rates and charges: -

1. General rate increase of 4.1% subject to final approval by IPART, this will generate additional income of \$234,285.47 on the actual 2024/2025 rates levied.
2. a \$28.00 or 5% increase in the Warren water availability charge to \$590.00,
3. a \$37.00 or 5% increase in the Nevertire water availability charge to \$781.00,
4. a \$28.00 or 5% increase in the Collie water availability charge to \$597.00,
5. a \$35.00 or 5% increase in the Warren residential sewerage charge to \$737.00,
6. a \$37.00 or 5% increase in the Nevertire residential sewerage charge to \$772.00,
7. a \$32.00 or 5% increase in the of Non-residential sewerage charge to \$677.00,
8. a \$18.00 or 5% increase in the garbage charge (Warren, Nevertire & Collie) to \$369.00,
9. a \$3.00 or 5% increase in vacant land garbage charge on all residential and business assessments to \$62.00,
10. a \$6.00 increase on the Waste Depot Access Charge for all occupied land categorised as Rural Residential, Business – Other and Business - Airport outside the current waste collection area to \$132.00

# WARREN SHIRE COUNCIL

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## ITEM 4 2025/2026 DRAFT ESTIMATES

CONTINUED

11. a \$3.00 increase on all vacant land categorised as Rural Residential, Business – Other and Business - Airport outside the current waste collection area charged the Warren Domestic Waste Vacant charge of \$62.00,
12. Rural Waste Depot Access Charge, \$11 per assessment,
13. Warren Bore Water Usage Charge - (Up to 450kl) increased by \$0.08 to \$1.64/kl  
- (Over 450kl) increased by \$0.12 to \$2.49/kl
14. Warren River Water Usage Charge - (Up to 450kl) increased by \$0.03 to \$0.60/kl  
- (Over 450kl) increased by \$0.05 to \$1.05/kl
15. Nevertire Bore Water Usage Charge - (Up to 450kl) increased by \$0.05 to \$0.95/kl  
- (Over 450kl) increased by \$0.07 to \$1.38/kl
16. Collie Bore Water Usage Charge - (Up to 450kl) increased by \$0.09 to \$1.95/kl  
- (Over 450kl) increased by \$0.14 to \$2.99/kl
17. Warren Airport Bore Water Supply - (Up to 450kl) increased by \$0.08 to \$1.64/kl  
- (Over 450kl) increased by \$0.12 to \$2.49/kl
18. Non-residential Sewer Usage Charge – increase by \$0.12 to \$2.49/kl

The increases in rates and charges for 2025/2026 in the towns and villages are as follows: -

1. Warren residential rates and charges will have varying increases, due to different land valuations. The minimum increase for 2025/2026 is \$105.00 which equates to a total minimum rate account of \$2,316.00,
2. Nevertire residential rates and charges have increased by \$102.00 on 2025/2026 which equates to a total rate account of \$2,179.00,
3. Collie residential rates and charges have increased by \$56.00 on 2025/2026 which equates to a total rate account of \$1,223.00,
4. Business rates and charges will have varying rate increases dependent on the land value and number of garbage services they have.

Other factors applied when preparing the Draft 2025/2026 Estimates were:

1. a 3.0% increase in wages as required under the Local Government (State) Award together with an Award Bonus for long term employees,
2. a 0.5% increase in the superannuation guarantee levy to 12.00%,
3. a 4.0% CPI increase in other recurrent income,
4. a 4.0% CPI increase in expenditure unless the actual amounts are known,
5. a 2.4% increase in Council Fees and Charges income, unless subject to a statutory or other regulatory limitation,

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## ITEM 4 2025/2026 DRAFT ESTIMATES

CONTINUED

6. the capital works program has been developed in line with Council's asset management strategies and associated plans, and
7. Carryover projects have been included in the document where possible; these will be made more accurate in the September 2025 Budget Review when the 2025/2026 Financial Statements are finalised.

It is a requirement under Section 405 of the Local Government Act 1993 to advertise the Draft 2025/2026 Estimates for a period of not less than 28 days seeking public comment before adoption.

To comply with the Local Government Act & Regulations the Draft 2025/2026 Estimates will be advertised in the Wednesday 30<sup>th</sup> April 2025 edition of the local paper and on Council's website and Facebook page seeking written public submissions or comment up until 4.00 pm on Thursday 29<sup>th</sup> May 2025.

### FINANCIAL AND RESOURCE IMPLICATIONS

Nil.

### LEGAL IMPLICATIONS

Nil.

### RISK IMPLICATIONS

N/A.

### STAKEHOLDER CONSULTATION

Advertise in the local newspaper and on Council's website and Facebook page seeking written public comment or submissions up until 4.00pm on Thursday 29<sup>th</sup> May, 2025.

### OPTIONS

N/A.

### CONCLUSION

This report is provided to recommend to Council the advertising of the Draft 2025/2026 Estimates prior to adoption at the June 2025 Council Meeting.

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

- 5.2.3 Seek new sources of income for Council;
- 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); 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

Draft 2025/2026 Estimates (under separate cover).

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ITEM 5

WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

(L2-2)

## RECOMMENDATION

That the information be received and noted.

## PURPOSE

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

## BACKGROUND

The Warren Shire Library continues to supply a customer focused service which constantly meets the needs of the Warren community.

## REPORT

**The January holiday activities** included events such as art workshops with Jude Fleming, mixed medium design on canvas, Paint by Number, decorating biscuits and cupcakes, Watercolours with Eck Effect Prints and some great holiday movies.



**The Summer Reading Challenge** continued throughout January with a total of 25 children enrolling. A major prize was awarded at each North Western Library. Here at Warren the \$100 Reading Cinema voucher was awarded to Henry Cosgrove.

**Connecting Seniors Grant update.** The Tovertafel has been installed. The team has been learning how to play some of the games.



# WARREN SHIRE COUNCIL

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## ITEM 5 WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

**Magazine subscription renewal review.** Due to several titles no longer being available in print format, the team took the chance to review titles and research others that are still available in print to be added to the collection. Eight new titles have been added to the collection for 2025. Titles are Wellbeing, Caravan World, Australian Traveller, Art Almanac, Prevention, International Traveller, AQ: Australian quarterly and Dare.

**Free legal talk and morning tea.** Western NSW Community Legal Centre Inc. provided a free information session on wills and advanced health care directives; scams & rip-offs and repairs, replacements and refunds.



**The return of the monthly movie.** The first Friday of the month movie was the family movie Harold and the Purple Crayon. The March movie was a lovely Cary Grant classic.



The library has recommenced its Outreach programs with Barnardos, Family Daycare, Little Possums, Catholic Care Playgroup, Warren Preschool, Warren Central and St Mary's kindergartens, all either visiting the library or library officers visiting centres.

# WARREN SHIRE COUNCIL

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ITEM 5

WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED



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Report of the Divisional Manager of Finance and Administration  
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ITEM 5

WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

**Library Lover's Day** was celebrated with the romantic movie *This Time Next Year* and a launch of the new bakeware collection. This is a collection of cookie cutters and unusual baking tins. So far, we have the numbers 0 to 9. This will slowly grow overtime.



At the end of February, the team launched the new app, uLibrary. uLibrary allows members to enjoy audiobooks and ebooks with no delay. All that is needed is a library card number and pin to access the collection, either on the uLibrary app or via the website: <https://northwestern.ulverscroftulibrary.com/>. uLibrary offers a huge collection of titles with no waiting lists so titles can be streamed or downloaded for offline use for when away from Wi-Fi. Up to four titles can be borrowed at a time and if choosing the month's Book club pick it doesn't go towards this count.

### **Community Feedback needed on library service**

North Western Library, a co-operative service operated by Bogan, Coonamble, Gilgandra and Warren Shire councils is inviting community feedback to help shape the future of each library - both individually and as part of the wider network.

To guide the library service's future and plan the next five years, we welcome input from both library members and non-members. Your feedback will help us identify future needs and refine how we deliver library services, programs, collections and technology.

The survey will provide rich insights on the use and value of public libraries by:

- recording current public library use
- providing library customers with the opportunity to share their experience of the services they receive and their ideas about the services they want
- increasing understanding of current community use of, and attitudes towards, public libraries
- identifying and prioritising key issues affecting library customers
- identifying potential improvements in library services.

Information gathered through the project will serve multiple purposes for different stakeholders. It will:

- provide evidence on the volume and scope of contemporary public library use
- inform strategic and service planning at local level
- provide data on the importance of, satisfaction with and impact of public library services and resources on individuals and communities

# WARREN SHIRE COUNCIL

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## ITEM 5 WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

- provide evidence on how Libraries Change Lives.

We encourage everyone aged 10 and over to participate by clicking on the following link <https://forms.gle/HXEe6W4s2tYJ2sz86>, scanning the QR code, or visiting your local library to request a printed copy.

The team of North Western Library looks forward to hearing from you.

The survey will be open for responses from Monday 3 March and close on Saturday 26 April 2025.

**Connecting Seniors Program Launch** took place on Wednesday 12 March with many members of the community joining us. Excitement was pouring from the building after some much needed social connection and friendly competition at the Tover table.



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## ITEM 5 WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

The **North Western Librarians meeting** was held here in Warren on Friday 14th March 2025. Topics discussed included eresources budget, stock rotation, the library survey, internal processes, Spydus issues and a future co-operative grant.



L-R: Erica Kearnes (Warren),  
Brooke Whaley (Bogan),  
Liz McCutcheon (Gilgandra) and  
Raquel Pickering (Coonamble).

Staff training has continued this past month with the team joining other library staff across the state in online seminars. Topics include child safe standards, readers' advisory and local studies.

Erica attended the **Central West Zone Librarian's meeting** in Bathurst on Thursday 20 March. Topics discussed include electronic lending to non-residents, BorrowBox, Keeping Place, Fees and charges, volunteers under 18, Single staffed libraries, and Trove.

Erica and Clr Serdity attended the **Central West Zone meeting** in Bathurst on Friday 21 March. This meeting was also the biennial election of office bearers. For the next year Clr Les Lambert (Narromine) will continue as Chair, Clr Bill Jayet (Parkes) as Deputy Chair, Jennifer Lawrence (Central West Libraries) as Secretary/Treasurer and Rachael Gill (Mid-Western) as Minute Secretary. Topics discussed included the State Library report, Councillor insight, Library Managers' reports and for those who stayed for lunch, a tour of the Central Tablelands Collection Facility.



The first **card making session** of 2025 was held on Thursday 27th March 2025 with a lovely group of ladies.

# WARREN SHIRE COUNCIL

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ITEM 5

WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

A full team photo was taken during March as well.



*Warren Shire Library team. L-R: Carmen Anderson, Natasha Higgins, Erica Kearnes, Kathleen McCallum and Melissa Irving.*

## UPCOMING EVENTS

- April - School Holiday Program
- May – Connecting Seniors program commences
- May – National Simultaneous Storytime and Paint The Town REaD

## STAFF TRAINING

- May 16 - First aid

## MEETINGS

- June 27 – North Western Librarians meeting
- July 21 – Warren all staff day
- September 18 – Central West Zone Librarians, meeting in Parkes
- September 19 – Central West Zone meeting in Parkes

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## ITEM 5 WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

### STATISTICS FOR JAN – MAR 2025

Month	Issues	Members	Wi Fi Logins	Internet Bookings	Dolly Parton Imagination Library <sup>i</sup>
Jan	954	1,355	37	25	1
Feb	903	1,361	39	34	1
Mar	807	1370	44	58	3

Month	North Western eBooks <sup>ii</sup>	North Western eAudio <sup>iii</sup>	North Western ePress <sup>iv</sup>	North Western Web Issues <sup>v</sup>	North Western Efilms/TV <sup>vi</sup>	Ancestry	StoryBox Library
Jan	492	653	188	1,165	87	28	0
Feb	436	589	189	1,702	64	0	0
Mar	397	669	216	998	20	0	0

### Events January-March

PROGRAM NAME	NO. of PARTICIPANTS	CATEGORY
<b>JANUARY</b>		
Summer Reading Club (additional enrolments to date)	9	School age
7/1: Holiday events: Lego	2	School age
8/1: Holiday events: Art with Jude Fleming	15	School age
14/1: Holiday events: Mixed media craft	18	School age
15/1: Holiday events: Storytime	2	Early childhood
17/1: Holiday events: Movies	2	School age
21/1: Holiday events: Paint by numbers	14	School age
22/1: Holiday events: Cake decorating	12	School age
24/1: Holiday events: Movies	3	School age
28/1: Holiday events: Watercolour painting	16	School age
31/1: Holiday events: Movies	2	School age
<b>FEBRUARY</b>		
7/2: Holiday events: Movies	0	School age
12/2: Legal Talks	10	Adult
14/2: Library Lovers Day movie	3	Adult
17/2: Storytime: Little Possums	12	Early childhood
24/2: Storytime: Preschool	14	Early childhood
26/2: Legal Talks	2	Adult
5/3/: Legal Talks	0	Adult

# 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 24<sup>th</sup> April 2025

ITEM 5

WARREN SHIRE LIBRARIAN'S OPERATIONS REPORT

CONTINUED

PROGRAM NAME	NO. of PARTICIPANTS	CATEGORY
<b>MARCH</b>		
3/3: Storytime: Warren Central School Kindergarten	19	School age
5/3: Legal Talks	1	Adult
7/3: Friday Movie	6	Adult
10/3: Storytime: St Mary's Kindergarten	14	School age
12/3: Seniors Program: Launch of Tovatel	45	Seniors
18/3: Storytime: Little Possums	8	Early childhood
19/3: Storytime: Barnardos Playgroup	5	Early childhood
26/3: Storytime: Warren Preschool	17	Early childhood
27/3: Adult card making morning	5	Adult

Total programs	27
Total adult participants	82
Total child participants	184

## LEGAL IMPLICATIONS

N/A.

## RISK IMPLICATIONS

N/A.

## STAKEHOLDER CONSULTATION

N/A.

## OPTIONS

N/A.

## CONCLUSION

This report is to provide Council with an update of Council library services.

## LINK TO POLICY AND / OR COMMUNITY STRATEGIC PLAN

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

## SUPPORTING INFORMATION / ATTACHMENTS

<sup>i</sup> New children registered for program each month

<sup>ii</sup> Indyreads, BorrowBox, Hoopla and Gale

<sup>iii</sup> BorrowBox and Hoopla

<sup>iv</sup> BorrowBox (newspapers and magazines)

<sup>v</sup> eResources borrowed by members via the library catalogue or app.

<sup>vi</sup> Kanopy and Hoopla

**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 24th April 2025

**ITEM 1**

**WORKS PROGRESS REPORTS – ROADS**

**(C14-7.2)**

**RECOMMENDATION:**

That the information be received and noted.

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

**ACRONYMS**

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

**Roads M & R (Maintenance and Repair) Budget and Works**  
 From 12<sup>th</sup> March 2025 to 9<sup>th</sup> April 2025.

PROGRAM	BUDGET	EXPENDITURE
Urban Sealed Roads	\$64,039	\$69,090
Parking Areas	\$5,904	Nil
Kerb and Guttering	\$20,800	\$24,167
Footpaths	\$41,327	\$13,563
Urban Unsealed Roads	\$30,633	\$9,742
Rural Sealed Roads	\$525,088	\$451,532
Rural Unsealed Roads	\$1,191,198	\$862,440
Rural Bridges	\$15,600	\$2,033
Regional Sealed Roads	\$822,000	\$750,632
Regional Unsealed Roads	\$120,000	\$82,176
Regional Bridges	\$19,000	\$6,270
Bushfire Hazard Reduction Works (Shire Roads, Regional Roads and Council Facilities)	\$15,175	Nil
<b>Total</b>	<b>\$2,870,764</b>	<b>\$2,271,645</b>

**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 24th April 2025

ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
RMCC SH11/ Routine Maintenance	\$850,965	N/A	Under Scheduled Maintenance: Culvert cleaning works have been completed for the 22 Culverts including minor repairs to two culverts under the Culvert Cleaning Project. Four Culverts have been repaired (Estimated Budget is \$293,019). Also, One Culvert will be replaced.
*Heavy Patching 2024/2025 on SH 11 Oxley Highway	\$1,597,062	N/A	The Council received a Work Order for Heavy Patching valued at \$1,367,804.60, covering 62 patches with a total area of 18,240 m <sup>2</sup> . Heavy patching works commenced in September 2024. The scope of the Heavy Patching Works for flood-damaged areas has been updated, with 9 additional patches selected for repair; all of them are in Milawa area. Council received the new Work Order which includes additional 9 Patches. Following the recent JPA, an additional patch (158 m <sup>2</sup> ) near the railway has been added. All the Patching Works have been completed; only Sealing works are required on 10 patches and are scheduled for completion next week'

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

WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
AGRN 1034 EPA RW RR333 Carinda Road	\$1,251,499	\$1,241,157	Ongoing
AGRN 1034 EPA RW RR347 Collie Trangie Road	\$290,281	\$109,010	Ongoing
AGRN 1034 EPA RW RR202 Marthaguy Road	\$3,344,735	\$2,240,051	Ongoing
AGRN 1034 EPA RW RR7515 Warren Road	\$886	0	Not yet started
<b>AGRN 1034 EPA RW Regional Roads</b>	<b>Total</b> <b>\$4,887,401</b>	<b>Total</b> <b>\$3,590,218</b>	
AGRN 1034 EPA RW SR49 Arthur Butler Drive	\$21,420	0	Not yet started
AGRN 1034 EPA RW SR29 Belah View Road	\$10,116	0	Not yet started
AGRN 1034 EPA RW SR8 Ben Avon Road	\$1,862	\$5,011	Ongoing
AGRN 1034 EPA RW SR9 Booka Road	\$4,577	0	Not yet started
AGRN 1034 EPA RW SR42 Boss' Lane	\$30,309	0	Not yet started
AGRN 1034 EPA RW SR35 Bourbah Road	\$19,861	\$194	Ongoing
AGRN 1034 EPA RW SR62 Buddabadah Road	\$50,244	\$35,043	Ongoing
AGRN 1034 EPA RW SR68 Bundemar Road	\$111,272	0	Not yet started
AGRN 1034 EPA RW SR3 Canonba Road	\$13,742	0	Not yet started
AGRN 1034 EPA RW SR 33-Castlebar Road	\$64,070	0	Not yet started
AGRN 1034 EPA RW SR54 Cathundral-Bogan Road	\$94,421	0	Not yet started
AGRN 1034 EPA RW SR44 Charlieville Road	\$8,111	0	Not yet started
AGRN 1034 EPA RW SR37 Collie Road	\$138,231	\$140,616	Completed
AGRN 1034 EPA RW SR87 Cremorne Road	\$9,899	0	Not yet started
AGRN 1034 EPA RW SR25 Cullemburrawang Road	\$3,987	0	Not yet started

**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 24th April 2025**

**ITEM 1**

**WORKS PROGRESS REPORTS – ROADS**

**CONTINUED**

<b>PROGRAM</b>	<b>BUDGET</b>	<b>EXPEND/COMMIT.</b>	<b>COMMENTS</b>
AGRN 1034 EPA RW SR60 Dandaloo Road	\$17,438	0	Not yet started
AGRN 1034 EPA RW SR41 Dick's Camp Lane	\$6,536	0	Not yet started
AGRN 1034 EPA RW SR26 Drungalear Road	\$15,962	0	Not yet started
AGRN 1034 EPA RW SR21 Duffity Road	\$49,752	0	Not yet started
AGRN 1034 EPA RW SR64 Ellengerah Road	\$176,223	\$172,951	Ongoing
AGRN 1034 EPA RW SR86 Ellerslie Road	\$19,036	0	Not yet started
AGRN 1034 EPA RW SR36 Gibson Way	\$72,305	\$59,531	Ongoing
AGRN 1034 EPA RW SR23 Gradgery Road	\$15,595	0	Not yet started
AGRN 1034 EPA RW SR79 Greentree Lane	\$53,605	0	Not yet started
AGRN 1034 EPA RW SR95 Gunningba Road	\$34,794	\$23,447	Ongoing
AGRN 1034 EPA RW SR91 Industrial Access Road	\$94,534	\$90,000	Ongoing
AGRN 1034 EPA RW SR15 Johnsons Road	\$54,589	0	Not yet started
AGRN 1034 EPA RW SR97 Kianga-Marebone	\$62,363	0	Not yet started
AGRN 1034 EPA RW SR89 Leeches Creek Road	\$3,554	0	Not yet started
AGRN 1034 EPA RW SR12 Lemongrove Road	\$219,839	\$233,289	Ongoing
AGRN 1034 EPA RW SR18 Mannix Road	\$17,072	0	Not yet started
AGRN 1034 EPA RW SR69 Mullengudgery Road	\$132,974	0	Not yet started
AGRN 1034 EPA RW SR51 Oakley Road	\$19,465	0	Not yet started
AGRN 1034 EPA RW SR74 Old Showground Road	\$3,578	0	Not yet started
AGRN 1034 EPA RW SR65 Old Warren Road	\$297,616	0	Not yet started
AGRN 1034 EPA RW SR1 Oxley Road	\$73,550	0	Not yet started

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

PROGRAM	BUDGET	EXPEND/COMMIT.	COMMENTS
AGRN 1034 EPA RW SR75 Pineclump Soldiers Road	\$36,735	0	Not yet started
AGRN 1034 EPA RW SR34 Pleasant View Lane	\$11,479	0	Not yet started
AGRN 1034 EPA RW SR88 Quigley Carroll Road	\$31,430	0	Not yet started
AGRN 1034 EPA RW SR6 Retreat Road	\$15,543	0	Not yet started
AGRN 1034 EPA RW SR83 Rifle Range Road	\$31,398	\$30,021	Ongoing
AGRN 1034 EPA RW SR48 Ringorah Road	\$69,994	0	Not yet started
AGRN 1034 EPA RW SR28 Rothsay Road	\$5,447	0	Not yet started
AGRN 1034 EPA RW SR2 Sanctuary Road	\$11,789	0	Not yet started
AGRN 1034 EPA RW SR72 Snakes Lane	\$7,529	0	Not yet started
AGRN 1034 EPA RW SR56 Tabratong Lane	\$118,951	0	Not yet started
AGRN 1034 EPA RW SR53 Thornton Road	\$12,721	0	Not yet started
AGRN 1034 EPA RW SR59 Tottenham Road	\$66,975	\$177	Ongoing
AGRN 1034 EPA RW SR73 Udora Road	\$727,128	\$708,183	Ongoing
AGRN 1034 EPA RW SR66 Wambianna Road	\$470,947	\$423,408	Ongoing
AGRN 1034 EPA RW SR77 Wambianna Soldiers Road	\$50,773	0	Not yet started
AGRN 1034 EPA RW SR46 Widgeree Road	\$38,524	\$205	Ongoing
AGRN 1034 EPA RW SR52 Windabyne Bridge Road	\$7,018	0	Not yet started
AGRN 1034 EPA RW SR38 Yungundi Road	\$31,504	0	Not yet started
<b>AGRN 1034 EPA RW Local Roads</b>	<b>Total \$3,768,387</b>	<b>Total \$1,922,076</b>	

**WARREN SHIRE COUNCIL**  
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**WORKS PROGRESS REPORTS – ROADS**

**CONTINUED**

<b>PROGRAM</b>	<b>BUDGET</b>	<b>EXPEND/COMMIT.</b>	<b>COMMENTS</b>
Regional Emergency Roads Repair Fund – Industrial Access Road/Old Warren Road intersection	\$515,481	\$464,494	Line marking will be scheduled soon.

**WARREN SHIRE COUNCIL**  
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

**MAINTENANCE**

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Grader Crew 1 (Three-man crew)	RR333 Carinda Road	Pavement Reconstructing	On Going
Grader Crew 2 (Three-man crew)	SR58 Nevertire-Bogan Road	Heavy Patching	Completed
	SR87 Cremorne Road	Flood Work and Maintenance Grading	Completed
	SR87 Cremorne Road	Gravel Resheeting	On Going
	SR37 Collie Road	Flood Work Heavy Patching	Completed
	RR202 Marthaguy Road	Pavement Reconstructing	On Going
Grader Crew 3 (Three-man crew)	RR333 Carinda Road	Pavement Reconstructing	On Going
	SR98 Colane Road	Heavy Maintenance Grading	Completed – 6KM
	SR4 Sullivans Road	Grading	Completed – 5KM
Grader Crew 4 (Three-man-crew)	SR32 Gunningba Road	Grading	Completed – 14KM
	SR62 Buddabadah Road	Gravel Resheeting	Completed - 2KM
Grader Crew 5 (Three-man crew)	Vacant		

**WARREN SHIRE COUNCIL**  
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WORKS PROGRESS REPORTS – ROADS

CONTINUED

WORK CREW	LOCATION	ACTIVITY	EMULSION USED	STONE USED
Paveliner (Tar Patching)	RR347 Collie - Trangie Road	Patching Edges	1,400L	14T
	SR35 Bourbah Road	Patching Edges	400L	4T
	RR333 Carinda Road	Patching - 99 Potholes	800L	8T
	SR37 Collie Road	Seal over new culverts	300L	3T
	SR23 Gradgery Lane	Patching - 7 Potholes	100L	1T
	SR12 Lemongrove Road	Patching - 60 Potholes	400L	4T
	SR5 Buckiinguy Road	Patching - 58 Potholes	850L	9T
	RR202 Marthaguy Road	Sealing new culverts	800L	8T
	SR23 Gradgery Lane Road	Patching - 18 Potholes	550L	6T

WORK CREW	LOCATION	ACTIVITY
Roadside Maintenance Team	SH11 Oxley Highway	Routine Maintenance/ Slashing – 20 km
	SR35 Bourbah Road	Slashing – 18 km
	RR347 Collie - Trangie Road	Slashing – 40 km
	SR66 Wambianna Road	Slashing - 40 km
	SR64 Ellengerah Road	Posting Signs
	SR58 Nevertire - Bogan Road	Removing trees after storm
	RR202 Marthaguy Road	Removing trees after storm
	SR95 Gunningba Road	Operating roller

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

CREW	LOCATION	WORK COMPLETED	EMULSION USED	STONE USED
Pavement Maintenance Team (Tar Patching)	Staff Unavailable			

WORK CREW	LOCATION	ACTIVITY	WORK COMPLETED
Contractor – Roller’s Australia	SR66 Wambianna Road	Flood Heavy Patching	6 patches completed and sealed.
Contractor - Neill Earthmoving	RR202 Marthaguy Road	Flood Heavy Patching	Pavement Rehabilitation - 2 sections sealed.

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**WORKS PROGRESS REPORTS – ROADS**

**CONTINUED**

**UPCOMING WORKS (APRIL - MAY)**

<b>WORK CREW</b>	<b>LOCATION</b>	<b>ACTIVITY</b>
Grader Crew 1 (Three-man crew)	RR333 Carinda Road (Towards Zero Safer Roads Program)	April/May - Rehabilitation
Grader Crew 2 (Three-man crew)	RR202 Marthaguy Road (Towards Zero Safer Roads Program)	April/May - Rehabilitation
Grader Crew 3 (Three-man crew)	RR333 Carinda Road	April/May - Flood Damage Repair
	SR3 Canonba Road	April/May - Maintenance Grade
Grader Crew 4 (Three-man crew)	SR95 Gunningba Rd	April/May - Maintenance Grade
	SR62 Buddabadah Rd	April/May - Maintenance Grade
	SR87 Cremorne Rd	April/May - Maintenance Grade
	RR202 Marthaguy Road	April/May - Rehabilitation
Grader Crew 5 (Three-man crew)	Vacant	
Contractor	SR91 Industrial Access Road	Flood Heavy Patching
	SR68 Bundemar Road	Flood Heavy Patching
	RR202 Marthaguy Road	April/May – Flood Damage Heavy Patching / Pavement Reconstruction
	RR347 Collie/Trangie Road`	April/May - Flood Heavy Patching
	RR202 Marthaguy Road	April/May - Flood Heavy Patching
	SR75 Pineclump Solders Road	April/May - Flood Heavy Patching
	SR65 Old Warren Road	April/May - Flood Heavy Patching
	SR59 Tottenham Road	April/May - Flood Heavy Patching

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

**CAPITAL WORKS IN PROGRESS**

Project	Budget	Expend/ Comm	Resp	Comment
Bridges Renewal Program RR 7515 Warren Road Replacement of Newe Park Bridge and Marthaguy Creek Bridge	\$5,010,000	\$4,432,559	DMES	Both bridge structures have been completed. Approach road works ongoing for Newe Park Bridge. Culvert work being planned.
Urban Unsealed Roads Resheeting	\$15,750	\$1,012	RIM	Ongoing.
Resheeting of SR 62- Buddabadah Rd – 2 km	\$192,343	\$165,948	RIM	Completed.
Resheeting of SR 75 - Pineclump Soldiers Rd – 1 km	\$82,354	Nil	RIM	Not started yet
Resheeting of SR 87 - Cremorne Rd– 1 km	\$97,797	\$7,835	RIM	Started
Resheeting of SR 95 - Gunningba Rd – 1 km	\$110,802	Nil	RIM	Not started yet
Resheeting of SR 97 - Kianga-Marebone Rd – 1 km	\$117,304	Nil	RIM	Not started yet
Bundemar Street (Burton-Readford) Reseal (R2R)	\$23,000.00	Nil	RIM	Not started yet
SR58 Nevertire-Bogan Road Reseal (Segment 24) (RLRP/RERRF)	\$35,000.00	Nil	RIM	Not started yet
SR59 Tottenham Road Reseal (Segment 24 – 1 <sup>st</sup> Half) (RLRP/RERRF)	\$56,000.00	Nil	RIM	Not started yet.

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**WORKS PROGRESS REPORTS – ROADS**

**CONTINUED**

<b>Project</b>	<b>Budget</b>	<b>Expend/ Comm</b>	<b>Resp</b>	<b>Comment</b>
NSW Disaster Ready Fund – Electronic Signage at Reddenville Break and Stony Creek Crossing.	\$77,021.00	Nil	DMES	Not started yet.
Towards Zero Safer Roads Program – RR333 Carinda Road, Segment 62 to 70; Shoulder Widening.	\$3,949,000 \$450,000 co-contribution	\$595,483	DMES/RIM	An application for extension of time and use of contingency has been submitted to TfNSW. Construction has commenced.
Towards Zero Safer Roads Program – RR202 Marthaguy Road, Segment 12 to 20; Safety Improvements.	\$4,290,000 \$450,000 co-contribution	\$209,440	DMES/RIM	An application for extension of time and use of contingency has been submitted to TfNSW.
Floodplain Management Program (DCCEEW) – Warren Town Flood Study	\$226,308	Nil	DMES	Awaiting approval of workplan variation by DCCEEW before formally awarding the contract.

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

<b>Project</b>	<b>Budget</b>	<b>Expend/ Comm</b>	<b>Resp</b>	<b>Comment</b>
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) and Fixing Local Roads Round 4 SR58 Nevertire – Bogan Road, Segment 4,6,8 and 10 Rehabilitation.	\$3,512,560 Made up of \$2,813,215 grant & \$699,345 Council	\$2,943,644	DMES/ RIM	Rehabilitation & Seals – 8 km has already been sealed. 4km of Shoulders (segment 10) have been sealed. Line Marking has been completed. Few Pavement Defects have been identified, and Heavy Patching Works will be carried out. Also, Head Walls of 3 Culverts need to be replaced.

**WARREN SHIRE COUNCIL**  
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ITEM 1

WORKS PROGRESS REPORTS – ROADS

CONTINUED

Local Roads and Community Infrastructure Grant Programs for Phase 3, Phase 4A and Phase 4B				
Project	Budget	Expend/ Comm	Resp	Comment
Local Roads and Community Infrastructure Program Phase 3 (Commonwealth) SR83 Rifle Range Road, SH11 Oxley Highway and SR64 Ellengerah Road Intersections Construction	\$176,815	\$38,645	DMES/ RIM/ FRSPM	TfNSW has declined request to upgrade SH11 intersection. Ellengerah Road Intersection to be made safer; and Rifle Range Road approach to SH11 Oxley Highway will be made safer.

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WORKS PROGRESS REPORTS – ROADS

CONTINUED

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

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**ITEM 1**

**WORKS PROGRESS REPORTS – ROADS**

**CONTINUED**

<b>Project</b>	<b>Budget</b>	<b>Expend/ Comm</b>	<b>Resp</b>	<b>Comment</b>
around Warren Central School	Council Contribution \$68,009			

**WARREN SHIRE COUNCIL**  
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**ITEM 2**

**WORKS PROGRESS REPORTS – TOWN SERVICES**

**(C14-7.2)**

**RECOMMENDATION:**

That the information be received and noted.

The following are details of Projects, Programs and Grant Applications that are being managed by the Town Services Manager for the budget and works period from 12<sup>th</sup> March 2025 to 9<sup>th</sup> April 2025.

**ACRONYMS**

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

**TOWN SERVICES OPERATIONS AND MAINTENANCE BUDGET**

Project	Budget	Expend/Comm	Resp	Comment
<b>General</b>				
*Warren Lawn Cemetery Stage 3. GL: 3330-4120-0100 JC: 3330-4120-0010	\$50000	\$27,949	MHD / TSM	10/02/2025 Irrigation controller and solar power installed. Hunter Systems to connect irrigation system.  7/04/2025 Complete. Waiting on final invoicing.
Warren Tennis Court Light Poles Refurbishment. GL: 3360-4015-0105 JC: 106-105-5	\$10,000	Nil	TSM	10/02/2025 Poles to be removed, modified, powder coated and reinstalled.  7/04/2025 Negotiating an acceptable date with the Tennis Club, for the works to be carried out.
Warren Airport Exclusion Fencing	\$98,000	Nil	TSM	7/01/2025

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend/Comm	Resp	Comment
Subject to additional 50% Grant Funding GL: 3420-4320-0120				Grant submitted. Awaiting Determination.
Warren Airport Improvement Works Subject to additional 50% Grant Funding GL: 3420-4320-0110	\$101,600	Nil	TSM	7/01/2025 Grant submitted. Awaiting Determination.
Warren Parks Fencing Replacement GL: 3360-4020-0200 JC: Macquarie Park Fence 106-104-5. Rotary Park Fence 106-104-10. Rotary Park Signage 106-104-15. Lions Park Fence 106-104-20. Lions Park Signage 106-104-25 Carter Oval Sporting Precinct Signage 106-104-30	\$53,000	\$51,420	TSM	10/03/2025 *Splash Park completed. Works commenced at Macquarie Park.
Warren Showground Drought Proof Irrigation/Fencing Project	\$391,260 Total. \$247,260 Grant.	\$267,631	IPM/ TSM	<b>*10/03/2025</b> Exclusion fence installation will be completed by Friday 14/03/2025. Equine fencing has been changed from Caviar to Pharlap. The alignment of the Mounting Yard

**WARREN SHIRE COUNCIL**  
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ITEM 2

WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

Project	Budget	Expend/Comm	Resp	Comment
Installation of Exclusion Fencing.  Expected additional funding from Warren Jockey Club (WJC) & Racing NSW  JC: 122-5-10  GL: 3360-4030-0045	\$144,000 WJC.			fence has also been modified to make the installation simpler. All the changes have been endorsed by the Warrern Jockey Club President.  Power and control systems for the auto gates have been ordered.  7/04/2025  Replacement of the Equine fencing at the front of the grandstand commenced 7/04/2025. Power and control systems for the auto gates have been ordered.

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WORKS PROGRESS REPORTS – TOWN SERVICES

(C14-7.2)

Water Services				
Project	Budget	Expend/Comm	Resp	Comment
Oxley Park River Water Pumping Station: Hatch cover & Handrails.  GL: 4580-4320-0030 JC: 191-3-5	\$10,000	\$7,590	TSM	*10/03/2025 Being manufactured.  07/04/2025 Ongoing. ETA late April.
Water Extraction Meter Compliance  GL: 4580-4320-0003 JC: 0190-0010-0000	\$1,346	Nil	TSM	2/09/2024  Once completed, Information from the IWCM and Water Security Projects will support the need for the Water Access Licence (WAL).
Upgrade Water Network Telemetry System.  GL: 4580-4320-0003 JC: 0190-0020-0005	\$60,000	\$32,288	TSM	*24/02/2025 Installations are progressing.  07/04/2025 Ongoing.
Regional Leakage Reduction Program – Local Water Utilities Projects  GL: 4580-4320-0004 JC: 0190-0340-0000  Pressure 0005 Leak 0015 Metering 0025	\$20,619	\$4,828	TSM	18/11/2024  Reid Environmental has been engaged by DPIE to review the pressure and flow data we collect and make recommendations on areas of potential improvements.
Water Valve Replacement Program  GL: 4580-4320-0055	\$100,000	\$15,795	TSM	7/01/2025 Ongoing.

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WORKS PROGRESS REPORTS – TOWN SERVICES

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Sewerage Services				
Project	Budget	Expend/Comm	Resp	Comment
CCTV and Smoke Testing of Sewer at Warren and Nevertire  GL: 5580-4320-0002 JC: 230-0000-0005	\$400,000	\$316,443	TSM	7/01/2025 PlumbWorx commenced works mid-January 2025.  Ongoing
Upgrade Sewerage Network Telemetry System  GL: 5580-4320-4000 JC: 0226-0010-0005	\$80,000	\$22,633	TSM	*7/01/2025 Installation is progressing  07/04/2025 Ongoing.
Warren Sewerage Treatment Plant Replacement  GL: 5580-4320-0001	\$92,000	Nil	TSM	Rehabilitation Program for Old Sewerage Treatment Plant and bore installation being formulated.  *17/10/23 Rehabilitation works on hold until additional evaporation lagoon is constructed.  <b>07/04/2025</b> Project moved to 2025/2026
Lifting Gantry Tiger Bay Sewer Pump Station  GL: 5580-4320-4000 JC: 201-90-45	\$27,478	\$4,545	TSM	*10/03/2025 Galvanising has delayed the installation of the gantry. Expected installation by end of March 2025.  07/04/2025 Gantry installation ETA early May 2025.

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CONTINUED

Project	Budget	Expend/Comm	Resp	Comment
Thornton Avenue Sewer Pump Station Refurbishment  GL: 5580-4320-4030 JC: 201-90-10	\$107,000	Nil	TSM	*10/03/2025 Developing a revised scope of works and will invite new quotes for the works.  07/04/2025 Project moved to 2025/2026
Sewer Pump Stations Safety Improvements  GL: 5580-4320-4000 JC: 201-90-0000	\$99,750	Nil	TSM	Work being scoped. Project moved to 2025/2026
Construction of Additional Evaporation Lagoon at Tiger Bay STP.  GL: 5580-4320-4040 JC: 227-30-5	\$540,000	\$446,520.88	TSM	*24/03/2025 Bulk earth works nearing completion. Construction of roadways on top of banks and Hydroseeding to be completed.  07/04/2025 Bulk earthworks delayed by rain. Contractor back on site 07/04/2025.

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Project	Budget	Expend/Comm	Resp
<b>Levee Restoration</b>			
Warren Levee Rehabilitation			
JC:			DMES/TSM/IPM
3300-4400-0000 Federal;	\$4,430,118	\$1,277,081	
3300-4410-0000 State	\$736,438	\$194,928	
3300-4420-0000 OLG AGRN:	\$736,697	\$600,589	
<b><u>Comments</u></b>			
<b>10/03/2025</b>			
Tender for the diesel pumps was awarded to BAR Group Pty. Ltd. Final layout drawings being developed.			
The 3, 100kVA generators have been delivered. The 2, 60kVA and 1, 250kVA generators are expected to be delivered mid-April 2025.			
Manufacturing delays have resulted in the delivery date for the new flood gates to be pushed out to mid to late May 2025.			

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Local Roads and Community Infrastructure Grant Programs for Phase 4				
Project	Budget	Expend	Resp	Comment
Warren CCTV System GL: 3360-4040-0005 JC: 3350-9-10	\$57,334	\$59,950	TSM	*10/03/2025 Meeting with the prospective new contractor on 14 <sup>th</sup> March, to finalise installation and commissioning of the CCTV cameras.  07/04/2025 New contractor will commence works at the Showground late April.
IWCM & Water Security Projects				
Project	Budget	Expend	Resp	Comment
Integrated Water Cycle Management (IWCM) Strategy Project JC: 191-6-0	\$339,470 Council contribution is \$33,947	\$363,636	TSM	10/02/2025 Project is progressing. Collating data for Public Works Advisory.
Warren Shire Water Security Project JC:191-4-0	\$1,127,700 Council contribution is \$112,770	\$1,025,182	TSM	Project is progressing. Project is being delivered in conjunction with the IWCM project.

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CONTINUED

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

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

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<b>Water and Sewerage Works Subject to Funding</b>					
<b>Location</b>		<b>Work Under Development</b>			
<b>Collie Water Supply</b> (Reliability, Quality and Chlorination)		Relocation of the two, large Pioneer tanks to a new site located West of the Village. Construct a 10m high tank stand to support one or two, 25,000 litre water tanks at the Pioneer tank location. Installation of small package Water Treatment Plant and new gaseous chlorination equipment to return water supply to potable status. Install pressure pumps into a new building at the base of the new elevated tanks. Decommission and remove the old, elevated tanks.			
<b>Water and Sewer – Routine Works Budget vs Expenditure as of 9th April 2025</b>					
<b>Account</b>		<b>Budget</b>	<b>Expenditure, Inc. Commitments</b>		
Water Fund Maintenance and Repair		<b>\$655,884</b>	<b>\$575,999 (88%)</b>		
GL's: 4200-0003, 4220-0003, 4230-0003, 4240-0003, 4250-0003 & 4300-0003					
Sewer Fund Maintenance and Repair		<b>\$334,255</b>	<b>\$237,209 (71%)</b>		
GL's: 5200-0003, 5250-0003, 5280-0003 & 5300-0003.					
<b>Parks and Gardens – Routine Works Budget Vs Expenditure as of 9th April 2025</b>					
<b>Account</b>		<b>Budget</b>	<b>Expenditure, Inc. Commitments</b>		
Parks, Gardens, Cemeteries, Racecourse & Levee		<b>\$1,038,599</b>	<b>\$875,316 (84%)</b>		
GL's: 0701-0003, 1151-0003, 1651-0003, 1701-0003, 2655-0003, 2660-0003 & 2670-0003					
<b>Aerodrome – Routine Works Budget vs Expenditure as of 9th April 2025</b>					
<b>Account</b>		<b>Budget</b>	<b>Expenditure, Inc. Commitments</b>		
Aerodrome Operations		<b>\$179,479</b>	<b>\$138,497 (77%)</b>		
GL: 2555-0003 JC: 2549-0-0					
<b>Town Services Routine Budget Position Year to Date</b>		<b>Budget</b>	<b>Expenditure</b>	<b>Percentage of Year Elapsed</b>	<b>Percentage of Budget Committed</b>
		<b>\$2,208,217</b>	<b>\$1,827,021</b>	<b>77%</b>	<b>83%</b>

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**WORKS PROGRESS REPORTS – TOWN SERVICES**

**CONTINUED**

**Water and Sewer Works**

- Hydrant flushing – Warren / Nevertire
- 26 Chester St – Meter repairs
- 14 Orchard St – Service repair
- 8407 Oxley Hwy – Bore leak
- Deacon St / Pittman St / Banks St / Bruce St – Valve replacements
- 16 Oxley Pde – Service repair
- 17 Oxley Pde – Main repair
- 14 Dubbo St – Bore main repair
- 5 Riverview St– Low river pressure
- 21 Pittman Pde – Shaft replacement
- Cnr Bundemar St / Readford St – River main break
- Cnr Pittman St / Burton St – Main repair
- Silo Row (Old Gin) – River meter replacement
- Banks St – River main break
- 37 Chester St – Meter repairs
- 5631 Ellengerah Rd – Meter repairs
- 1/6 Stafford St – River meter repair
- Arthur Butler Dr – Bore main break Roundabout – Irrigation repair
- 9 Pittman Pde – Repair meters.
- 50 Bundemar St – Repair meters.
- 26 Zora St – Repair meters.
- 1 Wilson St – Service damage (NBN Contractor).
- 76 Chester St – Sewer choke (private side).
- 114 Thornton Ave – River pressure issue.
- 25 Burton St – Repair meters.
- 8 Myra St – Bore service repair.
- Oates Ave – Repair hydrant.
- 104 Thornton Ave – River service leak.
- 42 Bundemar St – Repair meters.
- 20 Oxley Parade– River pressure issue.
- Showground – Water leaks.
- 28 Gillendoon St – Sewer inspection (Not Council).
- 202 Dubbo St – River service repair.
- 14 Dubbo St – Repair meters.
- 17 Bundemar St – Repair meters.
- Leak check at Nevertire.
- 30 Trangie St, Nevertire – Repair meters.
- 9 Orchard St – Repair meters.
- 199 Dubbo St – Sewer inspection (Not Council).

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As of 8<sup>th</sup> April 2025

Warren Sewerage Treatment Works inflow		Sewerage Year – 1st June 2024 to 31st May 2025		
Month	Peak Daily Flow (KL)	Average Daily Flow (KL)	Monthly Flow (ML)	Cumulative Annual Flow (ML)
June 2024	486	362	10.85	10.85
July 2024	463	354	10.96	21.81
August 2024	682	346	10.73	32.54
September	480	337	9.79	42.33
October	492	345	10.71	53.04
November	1730*	363	10.88	63.92
December	1400*	447	13.86	77.78
January	1094**	412	9.06	86.84
February	770	399	11.17	101.50
March	1110*	468	14.58	116.08
April	950	492	2.95	119.03

\*Due to wet weather

\*\* Pump Failure

# WARREN SHIRE COUNCIL

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WORKS PROGRESS REPORTS – TOWN SERVICES

CONTINUED

## Bulk Water Reading per Quarter

Water Source	FIRST QUARTER READING 1/07/24- 31/09/24	BULK USAGE TO DATE (ML)	SECOND QUARTER READING 1/10/24 - 31/12/24	BULK USAGE TO DATE (ML)	THIRD QUARTER READING 1/01/25- 31/03/25	BULK USAGE TO DATE (ML)	FOURTH QUARTER READING 1/04/25 - 30/06/25	BULK USAGE TO DATE (ML)	% OF ANNUAL ALLOCATION	<b>Max. Allocation (ML)</b>
<b>Warren Bores</b>										
Bore 1 (Bore Flat) Lic. 80AL703155	49.13	49.13	59.68	108.81	74.93	183.75	4.25	187.99		
Bore 2 (Ellengerah) Unlicensed	9.48	9.48	1.48	10.96	0.00	10.96	0.00	10.96		
	<b>58.61</b>	<b>58.61</b>	<b>61.16</b>	<b>119.77</b>	<b>74.93</b>	<b>194.71</b>	<b>4.25</b>	<b>198.95</b>	<b>28.42%</b>	700
<b>Warren River</b>										
Oxley Park Lic. 80AL700017	1.70	1.70	2.47	4.18	12.25	16.43	0.00	16.43		
Ellengerah Rd Lic. 80AL700017	23.29	23.29	42.22	65.51	62.06	127.57	2.05	129.62		
	<b>24.99</b>	<b>24.99</b>	<b>44.69</b>	<b>69.68</b>	<b>74.32</b>	<b>144.00</b>	<b>2.05</b>	<b>146.05</b>	<b>19.47%</b>	750
<b>Showground (Racetrack)</b>										
Lic. 80AL700645	<b>0.00</b>	<b>0.00</b>	<b>19.34</b>	<b>19.34</b>	<b>38.05</b>	<b>57.39</b>	<b>0.00</b>	<b>57.39</b>	<b>30.53%</b>	188
<b>Nevertire Bore Lic. 80AL703158</b>										
	<b>4.77</b>	<b>4.77</b>	<b>10.73</b>	<b>15.50</b>	<b>8.57</b>	<b>24.07</b>	<b>0.28</b>	<b>24.35</b>	<b>60.88%</b>	40
<b>Collie Bore Lic. 80CA724011</b>										
	<b>0.99</b>	<b>0.99</b>	<b>1.20</b>	<b>2.19</b>	<b>1.85</b>	<b>4.04</b>	<b>0.00</b>	<b>4.04</b>	<b>16.15%</b>	25
<b>Macquarie Park 80AL700996</b>										
	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	14.2

\*Rainfall for April: 0 mm

\*Rainfall to date: 123.4 mm

\*Burrendong Dam Level: 51%

\* \*As of 8/4/2025

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**WORKS PROGRESS REPORTS – TOWN SERVICES**

**CONTINUED**

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

**Parks and Gardens Works**

- Skate/Splash Park – Mow/Snip
- Boston St Levee – Mow/Snip
- Town Approaches – Mowing
- Library – Mow/Snip
- Stubbs Levee – Mow/Snip
- Bore Flat – Mow/Snip
- Woolnough Levee – Mow/Snip
- Ravenswood Park – Mow/Snip
- Event Preparation – Nevertire
- CBD Area – Tidy up and weeding
- Victoria Oval – Cricket pitch preparation (ongoing)
- Victoria Oval – Mow/Snip/Line marking
- Lions Park – Mow/Snip
- CBD Area – Weeding/Pruning/Spraying
- Lawn Cemetery – Mow/Snip
- Shire Chambers – Mow/Snip
- Bob Christenson Reserve – Mow/Snip
- Orchard St Park – Mow/Snip
- Ebert Park – Mow/Snip
- Oxley Park – Mow/Snip
- Rotary Park – Mow/Snip
- Saunders Park – Mow/Snip
- Far West Academy – Mow/Snip
- Warren Medical Centre – Mow/Snip
- Warren Median Strips – Mow/Snip
- Inspect Irrigation Systems (ongoing)
- Victoria Oval – Line Marking
- Victoria Oval – Preparation for football
- Lions Park – Mow/Snip
- Macquarie Park – Mow/Snip
- Macquarie Drive – Mow/Snip
- Tiger Bay Pump Station – Mow/Snip
- Warren Shire Chambers – Mow/Snip
- ANZAC Day – Preparation

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

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

The following locations were mown, whipper-snipped, and weeded in the period from 12<sup>th</sup> March 2025 to 9<sup>th</sup> April 2025:

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

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**WORKS PROGRESS REPORTS – TOWN SERVICES**

**CONTINUED**

**Town Crew**

- Weed spraying around Warren
- Preparation for ANZAC Day
- Fix pavers near the library
- Fix pavers near Spar store
- Repair fence in Macquarie Park
- Clean grates around Warren
- Spraying of the Old Warren Cemetery (ongoing)
- Repair hole in footpath near the roundabout
- Grave Duties – as required
- Remove Rubbish – from Shire Depot
- Assist Parks & Gardens – with weekly roster
- Clean Up – Bundemar St for reseal
- Trim Trees – in Deacon Dr
- Clean Grates – around Warren
- Pick Up Limbs – around Warren
- Poison Trees – on/in levee bank (ongoing)

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**ITEM 2                      WORKS PROGRESS REPORTS – TOWN SERVICES**  
**Non-Roads November/ December 2021 Flood and Storm Damage Works**

**CONTINUED**

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

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

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

# WARREN SHIRE COUNCIL

## Report of the Divisional Manager Engineering Services to the Ordinary Meeting of Council to be held in the Council Community Room on Thursday 24th April 2025

ITEM 3

WORKS PROGRESS REPORT – PLANT

(P2-3)

**RECOMMENDATION**

That the information be received and noted.

The following are details of Projects and Programs that are being managed by the Workshop Coordinator for the budget and works period from 12<sup>th</sup> March 2025 to 9<sup>th</sup> April 2025.

Plant Number	Description	Repairs	Plant Down Time	Repair Time
<b>Plant Repairs to 9<sup>th</sup> April 2025</b>				
P1049	Isuzu Tender Truck	Blown tyre on rear RHS. Removed and re fit new tyre from front of vehicle due to no spares available at Tyre right. Fit 2 new larger profile tyres on front. All OK now.	1.5hrs	1.5hrs
P2182	A1 Traffic Light Trailer	Rego and asset paperwork done, battery levels checked and topped up lights checked for function stickers added. All OK ready for use.	n/a	2hrs
P2183	A1 Traffic Light Trailer	Rego and asset paperwork done, battery levels checked and topped up lights checked for function stickers added. All OK ready for use.	n/a	2hrs
P3505	Toyota Fortuner	160,000km service done; general handbook checks complete. All OK for now due for changeover.	2hrs	2hrs
P3613	Toyota Hilux	100,000km service done, general handbook checks done. All OK for now.	2hrs	2hrs
P2082	Caterpillar CW34 Roller	Ran out of fuel on slope. Operators added fuel. System was re bled and started fine. All OK.	2hrs	2hrs
P240	Toyota Aurion	Rego check and clean done.	2hrs	2hrs
P1049	Isuzu Tender Truck	New fuel pump fitted to fuel pod behind truck, old motor burnt out from extended use.	3hrs	3hrs
P2081	Toro 4000D Grounds master	Deck wheel bearings failed. Remove replace LHS initially, remove replaced all deck wheel bearings when new bearings turned up.	7hrs	7hrs



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

Plant Number	Description	Repairs	Plant Down Time	Repair Time
	Depot yard and wash pad	Wash pad sump pits cleaned of dirt and debris. Wash pad parts cleaner washed and cleaned. New pump installed and parts ordered for new pump to be repaired as a spare unit. Warwick serviced pressure cleaner and fitted new valve to make soap function work.		10hrs
P50	Isuzu Tar Truck Manual	New lock fitted to large white toolbox; small black toolbox lock repaired.		1hr
P2143	Isuzu tender truck	New T handle lock fitted to toolbox check function locks ok now.		1.5hrs
P43	Mitsubishi Truck	New locks fitted to toolbox on rear of vehicle.		.5hr
P107	Isuzu Med Tipper	New T handle lock fitted to toolbox on passenger side of vehicle.		1hr
	Waste oil	Cleanup of all waste oil from front of Depot (public) as well as workshop waste oil dumped to storage tank.		6hrs
P28	John Deere 770G Grader	Call out to tandem issue operator reports no drive in LHS tandem. Oil changed and samples taken, system checked seems to be working ok. Service done on diff and tandems test ok. Operator to check function. Engine service done.		10hrs
P2801	Toro Grounds master 4000D	New battery fitted check charge circuit operation seems ok. New front deck wheel fitted.		2hrs
P2405	Water Tanker	New wash down hose fitted to rear of machine.		1hr
P3508	Toyota Prado	Check wheel alignment. Tyre wear seems ok. Wheel alignment off on camber all ok on straight. Re book for wheel alignment to be check by Macquarie Toyota. 86,000km Service done.		4hrs
P1089	Vermeer Vacuum Excavator	100hr service done on machine. All checks and changes done as per operator's handbook. All ok for now.	5hrs	5hrs
P2802	Iseki Mower	Tyre repairs done to RHS rear and front deck tyre; new belts fitted.		3hrs
P1023	John Deere 770GP Grader	Replacement side window ordered to be fit on arrival.		.5hr

# WARREN SHIRE COUNCIL

Report of the Divisional Manager Engineering Services  
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**ITEM 3                      WORKS PROGRESS REPORTS – PLANT                      CONTINUED**

<b>Plant Number</b>	<b>Description</b>	<b>Repairs</b>	<b>Plant Down Time</b>	<b>Repair Time</b>
P3617	Toyota Single Cab 4x2	Tyres rotated, wheel alignment to be organised.		1hr
P2382	Freightliner Truck	LHS No2 axle mudguard missing securing bolt, replaced missing bolt. All ok now.	1.5hrs	3hrs
P2143	John Berrends Flail Mower	All bearings to be replaced waiting on new drive belts to complete job.	3 days	8hrs
P2802	Iseki Mower 60" Deck	Deck belts broken, order new belts to fit when arrive.	3 days	1hr
P2380	Isuzu Paveline	HVIS rego inspection. Defect repairs to no. 2 axle RHS brake, no. 3 axle RHS and LHS brake adjustment, windscreen ordered to be fit, driver side door blinker ordered to be fit.	8hrs	8hrs

**ACRONYMS**

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

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**ITEM 4 PROCUREMENT – “PREFERRED SUPPLIER” STATUS FOR PROVISION OF SMALL MOTOR VEHICLES (C14-3.8, P2-1)**

**RECOMMENDATION:**

That all local Motor Vehicle Dealers be formally appointed as the preferred supplier/s of small motor vehicles including sedans (cars), SUV’s (Sport Utility Vehicle’s) and utilities for the Warren Shire Council for an additional two-year period ending 30th June 2027 in accordance with the Approved Government Discount.

**PURPOSE**

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

**BACKGROUND**

At its ordinary monthly meeting conducted on the 25th May, 2023 the following resolution was adopted.

*“That all local motor vehicle dealers be formally appointed as the preferred supplier/s of small motor vehicles including sedans (cars), SUV’s (Sport Utility Vehicle’s) and utilities for the Warren Shire Council for an additional two-year period ending 30<sup>th</sup> June 2025 in accordance with the Approved Government Discount.”*

**Carried  
144.5.23**

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

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

**REPORT**

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

As detailed in the May 2023 report, the appointment of all the Local Motor Vehicle Dealers within Warren Shire, with status of being the preferred small vehicle supplier does not contravene the objectives of Council’s Procurement and Disposal Policy.

The Procurement and Disposal Policies objectives are as follows:

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

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**ITEM 4 PROCUREMENT – “PREFERRED SUPPLIER” STATUS FOR PROVISION OF SMALL MOTOR VEHICLES** **CONTINUED**

- provide a set of basic Procurement and Disposal Guidelines for the purchase and disposal of goods and services including Local Preference provisions;
- promote purchasing practices which protect the health and safety of Council officers and contractors;
- ensure goods purchased by Council meet relevant safety standards;
- ensure that all parties involved in the procurement process at Warren Shire Council comply with relevant legislation, regulations and industry standards;
- promote purchasing practices which conserve resources, save energy, minimise waste, protect human health and maintain environmental quality and safety; and
- behave with impartiality, fairness, independence, openness, integrity and professionalism.

Further enhancement of the Procurement and Disposal Policies to appoint all local Motor Vehicle Dealers as the preferred small vehicle supplier status is the part of the Policy that deals with local procurement. It allows a 5% preference allowance in which the local bidder is granted a 5% cost reduction factor.

It is considered that the extension of the practice of acquiring all small vehicles including sedans (cars), SUV's (Sport Utility Vehicle's) and utilities for the Warren Shire Council is beneficial to Council.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil.

**LEGAL IMPLICATIONS**

Local Government Act 1993

**RISK IMPLICATIONS**

It is considered that there are minimal risk implications.

**STAKEHOLDER CONSULTATION**

It is considered that the necessary stakeholder will be consulted with.

**OPTIONS**

It is the view that there are no better options.

**CONCLUSION**

It is the opinion that Council be ongoing supporting the welfare and earning ability of the local business and appoint all local motor vehicle dealers as the preferred supplier.

**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).

**ATTACHMENTS**

Nil.

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**ITEM 5 TEAM PENNING MEMBERSHIP APPLICATION TO THE SHOWGROUND/RACECOURSE COMMITTEE. (C14-3.2 & S7-1)**

**RECOMMENDATION**

That Council modifies the composition of the Showground/Racecourse Management Committee from 16 members to 17 members to include 1 representative from the Warren Team Penning Inc.

**PURPOSE**

To advise Council that an application has been received from the Warren Team Penning Inc. to be included as committee members to the Showground/Racecourse Committee.

**BACKGROUND**

The Showground/Racecourse Management Committee is appointed under the Local Government Act, 1993 with the following role, responsibilities and delegations.

*Role:*

- (1) To monitor the operations of Warren Showground/Racecourse to ensure it provides for the benefit of users of the facility in an efficient manner.
- (2) To review and recommend to Council a users' fee structure that is equitable and maximises income to Council. (A percentage of operational expenditure may be determined by Council).
- (3) Develop and recommend prioritised improvement program to Council along with potential funding sources.
- (4) To ensure compliance with any regulation/standard relating to the operation of Licenced Racing facility and to report non-compliance to Council.

**Composition of Committee:**

- 4 Councillors.
- 2 representatives of the Warren & District Jockey Club.
- 1 representative of the Warren P & A Association.
- 1 representative of the Polocrosse.
- 1 representative of the Warren Pony Club.
- 1 representative of the Warren Rodeo Committee (Campdraft).
- 1 representative of the Central West Adult Riding Club.
- 1 representative from other users.
- 4 Council Staff:
  - General Manager. GM.
  - Divisional Manager Engineering Services. DMES.
  - Town Services Manager. TSM.
  - Town Services Overseer. TSO.
  - Or Nominee

Quorum: 5 Members.

Meeting dates: As and when called by 2 Members or by the DMES.

Reporting Requirements: Report to Council following each meeting

Responsible Officer: DMES.

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**ITEM 5 TEAM PENNING MEMBERSHIP APPLICATION TO THE SHOWGROUND/RACECOURSE COMMITTEE. CONTINUED**

**REPORT**

On the 2<sup>nd</sup> of March 2025, a letter was received from the Warren Team Penning Inc. expressing a desire to be added to the Showground/Racecourse Committee.

**FINANCIAL AND RESOURCE IMPLICATIONS**

Nil

**LEGAL IMPLICATIONS**

Nil

**RISK IMPLICATIONS**

Nil

**STAKEHOLDER CONSULTATION**

Nil

**OPTIONS**

Nil

**CONCLUSION**

This report is provided for Council to consider modification to the current composition of the Showground/Racecourse Management Committee from 16 members to 17 members.

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

N/A.

**SUPPORTING INFORMATION / ATTACHMENTS**

Letter of request from Team Penning

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**ITEM 5 TEAM PENNING MEMBERSHIP APPLICATION TO THE SHOWGROUND/RACECOURSE COMMITTEE. CONTINUED**



President: Greg Woodlock  
0408798668  
Secretary Ken Skinner  
0429905418  
Treasurer Loma Evans  
0438139953

**Warren Team Penning Inc.**

2<sup>nd</sup> March 2025

To Warren Shire Council,

I am writing to you on behalf of Warren Team penning, we are a small committee utilizing the grounds at the Warren Showground to hold horse-based events in the cut-out yard and arena area of the grounds, our next event is booked for the 12<sup>th</sup>/13<sup>th</sup> April.

We would like to formally request that we be added to the showground users group committee.

If we are added to this group and because we aren't all local to Warren, we would like to put forward 3 delegates so that at least one of us would be available to attend these meetings.

Greg Woodlock,      President  
Phil Waterford,      Vice President  
Ken Skinner              Secretary

Yours sincerely,

Ken Skinner

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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 March 2025.

<b>FILE</b>	<b>LOCATION</b>	<b>WORKS</b>	<b>RECEIVED</b>	<b>APPROVED</b>
NIL				

**LEGAL IMPLICATIONS**

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

**RISK IMPLICATIONS**

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

**STAKEHOLDER CONSULTATION OPTIONS**

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

**CONCLUSION**

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

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

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

**SUPPORTING INFORMATION/ ATTACHMENT**

Nil

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

**RECOMMENDATION:**

That the information be received and noted.

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

**Budget and Works from 12<sup>th</sup> March 2025 to 9<sup>th</sup> April 2025**

<b>2020 Projects</b>	<b>Budget</b>	<b>Expend. /Comm</b>	<b>Resp</b>	<b>Comment</b>
<p>Construction of two (2) x Council dwellings.</p> <p>21 Deacon Drive and 8 Deacon Drive.</p> <p>0300-0065-0010</p>	56,145	231,089.76	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. Mediation undertaken on 30<sup>th</sup> April 2024. Further reporting undertaken to the May 2024 Council Meeting.</p>

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

**CONTINUED**

<b>2020 Projects</b>	<b>Budget</b>	<b>Expend. /Comm</b>	<b>Resp</b>	<b>Comment</b>
				Matter set down for the District Court for 4 <sup>th</sup> - 8 <sup>th</sup> November 2024. Adjourned new date yet to be determined. Update given at the October 2024 Council Meeting.
<b>2021 Projects</b>	<b>Budget</b>	<b>Expend. /Comm</b>	<b>Resp</b>	<b>Comment</b>
Construction of the Waste Transfer Station at Ewenmar Waste Depot. 3300-4321-0000	367,913	364,274	MHD/TSM	Mailbox drop – in progress.
<b>2023 Projects</b>	<b>Budget</b>	<b>Expend. /Comm</b>	<b>Resp</b>	<b>Comment</b>
Ewenmar Waste Depot Road repairs.	20,000	Nil	MHD/DMES	AGRN 1034 Flood event. 306 claim complete for \$220,500. Ongoing, waiting on approval. Claim resubmitted to Public Works. Photos submitted as requested. Claim certified by Council Engineer November 2024. Waiting on approval.
<b>Warren Support Services (Targeted Early Intervention)</b>				
	<b>Budget</b>	<b>Expend. /Comm</b>	<b>Resp</b>	<b>Comment</b>
2.41 Warren performing Arts and Language Place Inc Warraan Widji Arts Dance and Grow.	5,000	Nil	MHD	14/2/2024 - 1/6/2025

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CONTINUED

<b>Warren Support Services (Targeted Early Intervention)</b>				
	<b>Budget</b>	<b>Expend. /Comm</b>	<b>Resp</b>	<b>Comment</b>
Warren Youth Group - Psychology service.	5,000	Nil	MHD	1 <sup>st</sup> April 2025
2.58 Junior Soccer	5,000	Nil	GM	2025 Soccer season
2.59 Warren P&A Entertainment for Children.	5,000	Nil	MHD	14 <sup>th</sup> June 2025
2.60 Warren P&A Experience Education and Fun Sites.	5,000	Nil	MHD	14 <sup>th</sup> June 2025
2.61 Warren Performing Arts and Language Place Inc (Warraan Widji Arts) Youth Rap/Pop/Country Music Ensemble	5,000	Nil	MHD	25 <sup>th</sup> June 2025 to 23 <sup>rd</sup> April 2025
2.62 Warren Chamber of Music Festival 2025	5,000	Nil	MHD	29-30 <sup>th</sup> April 2025
2.63 Warren MPS – Dolly Parton Imagination Library	5,000	Nil	MHD	6 <sup>th</sup> March 2025 – 6 <sup>th</sup> March 2026
2.64 CWA Speak out	2,000	Nil	MHD	14 <sup>th</sup> May 2025
2.65 Warren Youth Group Music Workshop				
<b>Town Planning</b>				
LEP Review.	45,000	36,998.50	MHD	Consultant engaged. Planning Proposal submitted 5 <sup>th</sup> February 2025 for gateway determination.
<b>2024 Projects</b>	<b>Budget</b>	<b>Expend/ Comm</b>	<b>Resp</b>	<b>Comment</b>
Warren Sporting & Cultural Complex – Gym Equipment Renewals. 3360-4010-0015	7,500	5,861	MHD	Squat rack purchased. Replaced dumbbells and weight plates/bags.

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CONTINUED

2024 Projects	Budget	Expend/ Comm	Resp	Comment
Carter Oval Youth Sports Precinct/Depot Electrical Upgrade. 104-0118-0000	122,375	122,375	MHD/TSM/IPM	Purchase order issued. New main switchboard at swimming pool installed. Electrical mains and other works to be programmed with Contractor.
2024 Projects	Budget	Expend/ Comm	Resp	Comment
Warren Medical Centre Cabinetry Improvement/Replacement Works.	24,200	Nil	MHD	Contractor engaged, commenced 9 <sup>th</sup> April 2025.
Council building renovations fit out (New Kitchen, accessible toilet). 3210-4100-005	40,000	Nil	MHD	Quotations being obtained.
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 <sup>th</sup> August 2023
Solar Panel Installation Warren Swimming Pool.	40,000	25,570	MHD	Contractor commenced onsite 2 <sup>nd</sup> November 2023. Stage 1 completed 7 <sup>th</sup> November 2023. Stage 1 placed on hold subject to obtaining future grant funds.

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

**CONTINUED**

	Budget	Expend/ Comm	Resp	Grant funding successful 8 <sup>th</sup> August 2023
*Victoria Oval Park Permanent Scoreboard Contribution.  3350-14-10	35,000	33,157	MHD	\$20,000 grant funds  (\$15,000 contribution from the Warren Rugby Club). Scoreboard arrived end December 2023. Operational late April 2024. The purchase and installation of a roller shutter door to protect this scoreboard, complete. The fabrication and installation of laser cut sponsorship sign in progress.  Final testing and electrical works for roller shutter to be completed 7th March 2025.  Complete April 2025.
<b>LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM – PHASE 4 – LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROJECTS (G4-1.70, G4-1.84)</b>				
	Budget	Expend/Comm	Resp	Grant funding successful 8 <sup>th</sup> August 2023
Trailer Mounted Scoreboard (2) Contribution. 3350-15-10	45,000	36,277	MHD	Awaiting transfer of users from Victoria Oval to Carter Oval once amenities building is completed.
<b>GRANT APPLICATIONS</b>				
Project	Budget	Expend/ Comm	Resp	Comment
*The construction of the viewing area at Carter Oval Youth Sports Precinct Submitted 25/11/2024 To the Office of Responsible Gambling Infrastructure Grants  Application: Nov2024- 0000000440.	277,790	Nil	MHD/WSCCM	Application submitted on behalf of Warren Junior Cricket – Warren Shire Council will be the Auspice if successful.  Unsuccessful.

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**ITEM 2**

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

**CONTINUED**

<b>Project</b>	<b>Budget</b>	<b>Expend/ Comm</b>	<b>Resp</b>	<b>Comment</b>
Regional Housing Strategic Planning Fund – Round 3 2024. Application: RHSPF round 3 – 066.	83,512	Nil	MHD	Application submitted on behalf of Warren Shire Council.
Landfill Consolidation and Environmental Improvement – Stream 1 and 2 – Intake 1	104,290	Nil	MHD	73,000 grant funds, 31,290 Council contribution.