



ORDINARY MEETING

MINUTES

THURSDAY 25TH OCTOBER 2018

WARREN SHIRE COUNCIL
Minutes of the Ordinary Meeting of Council
Held in Council Chambers, 115 Dubbo Street Warren
on Thursday 25th October 2018 commencing at 8:34m

Present:

COUNCILLORS MJ Quigley Chair
 NRF Wilson OAM
 KL Walker
 MJ Beach
 HJ Druce
 BD Williamson
 SJ Derrett
 RJ Higgins
 AJ Brewer
 P Serdity 8.36 am

STAFF MEMBERS G Wilcox General Manager (GM)
 D Arthur Divisional Manager Finance and Administration (DMFA)
 M Stephens Manager Health and Development Services (MHD)
 R Lawford Divisional Manager Engineering Services (DMES)
 J Burtenshaw Executive Assistant (EA)

APOLOGIES

Apologies were tendered on behalf of Councillor P Serdity (8.36 am), Councillor KR Irving and Councillor KW Taylor who were absent due to external commitments, and it was **MOVED** Brewer/Derrett that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried
237.10.18

CONFIRMATION OF MINUTES

MOVED Druce/Beach that the Minutes of the Ordinary Meeting of Council held on Thursday, 27th September 2018 be adopted as a true and correct record of that Meeting.

Carried
238.10.18

DELEGATES AND COMMITTEES

Item 1 **Warren Interagency Support Services** **(C3-9)**

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

Carried
239.10.18

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DELEGATES AND COMMITTEES

CONTINUED

Item 2 LGNSW Conference Albury 22nd-23rd October 2018 (C14-5.4)

MOVED Williamson/Druce that the information be received and noted.

**Carried
240.10.18**

Showground/Racecourse Committee

MOVED Beach/Druce that the Minutes of the Meeting of the Showground/Racecourse Committee held on Thursday 11th October 2018 be received and noted and the following recommendation be adopted:

Item 4 Warren Polocrosse Club Donation Request (D8-1)

That a decision on the donation request from the Warren Polocrosse Club be deferred until all user groups along with Council can agree on an annual contribution across the board to be fair for all stakeholders. The new costing structure will be implemented at a time that will be determined by the Council.

**Carried
241.10.18**

Manex (C14-3.4)

MOVED Quigley/Williamson that the Minutes of the Meeting of Manex held on Tuesday, 16th October 2018 be received and noted and the following recommendations be adopted:

5.1 Work Health and Safety Performance Summary (S12-14.1)

That the Work Health and Safety Performance Summary information be reviewed and monitored.

5.2 Work Health and Safety Risks And Priority Issues (S12-14.1)

That the Work Health and Safety Risks and Priority Issues be reviewed and monitored.

5.3 Work Health and Safety Action Plan (S12-14.1)

1. That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed, and their status monitored, and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.
 2. That the MANEX team note the completion of
 - WHSAP 7 – Ongoing development of SWMS and SOPs
 - WHSAP 8 –Draft Emergency Preparedness Procedure developed for presentation to the WHS Committee in October 2018
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DELEGATES AND COMMITTEES

CONTINUED

Manex

Continued

7. Work Force Vacancies

(S12-1)

That Manex note the report and commence recruitment of vacant positions being:

- Patching Crew No. 2 – Light Truck Driver;
- Water and Sewer Foreman;
- Manager Roads Infrastructure;
- Senior Heavy Truck Driver;
- Heavy Truck Driver;
- Workshop Co-ordinator;
- Asset / Technical Officer; and
- Light Plant Operator – RCMC.

8. Warren Shire Council Initial Process and Control Audit January 2018

(A1-3)

That the information be received and noted that the Workshop RTA Inspection process remains outstanding.

Carried
242.10.18

MOVED Quigley/Williamson that the Mayor and Deputy Mayor undertake a review the Council Business Paper prior to it being made public.

Carried
243.10.18

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist

(C14-7.4)

MOVED Druce/Derrett that the information be received and noted and that the items marked with an asterisk be deleted.

Carried
244.10.18

Item 2 Committee/Delegates Meetings

(C14-2)

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

Councillor Derrett advised that the next Interagency Support Meeting is scheduled for the 29th November 2018 and the next Youth Sub Committee meeting was scheduled for the 31st October 2018.

Carried
245.10.18

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 3 Office of Local Government Annual Report (L5-1)

MOVED Wilson/Williamson that:

GM-A
Chk Lst

1. Council note the Annual Report; and
2. The Office of Local Government be advised that it is posted to Council's Website.

Carried
246.10.18

Item 4 Request for Legal Assistance (C14-1)

In recognition of Warren being a healthy town and to keep awareness of a healthy lifestyle, Council will be standing while dealing with the following item of the business paper.

MOVED Williamson/Serdity that Council does not support this request for legal assistance.

Carried
247.10.18

Item 5 Christmas Closure Report (C14-1))

GM-A
Chk Lst

MOVED Serdity/Brewer that Council close its Office and Depot at the close of business of Friday, 21st December 2018 and reopen on Wednesday, 2nd January 2019.

Carried
248.10.18

Item 6 Drought Funding Projects (F2-2)

GM-A
Chk Lst

MOVED Druce/Walker that Council submit the following programs for Commonwealth Drought Funding:

- Fencing Warren Airport - \$90,000;
- Water Main Extension to Warren Airport and Industrial Area- \$540,000;
- Drought Protection Measures Collie Village - \$60,000;
- Events funding at Warren, Nevertire, Marthaguy and the Marra- \$80,000;
- Infrastructure funding at Halls (4) - \$40,000;
- Bowling Green Development Project - \$100,000;
- Fencing at Warren Library- \$40,000; and
- Local business card to spend locally - \$50,000.

Carried
249.10.18

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MORNING TEA

At this point in the meeting, the time being 10.47 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 11.20 am.

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate - September 2018 (B1-10.15)

MOVED Wilson/Derrett that the Statements of Bank Balances and Investments as at 30th September 2018 be received and noted.

Carried
250.10.18

Item 2 Statement of Rates and Annual Charges (R1-4)

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

Carried
251.10.18

Item 3 2019/2020 Rate Pegging Limit 2.7% (R1-1.39)

MOVED Wilson/Druce that the information be received and noted.

Carried
252.10.18

Item 4 Review of Council's 2017/2018 Operations (A1-4.36)

MOVED Walker/Derrett that the information on Council's audited financial statements for the period ended 30th June 2018 be received and noted.

Carried
253.10.18

Item 5 September 2018 Budget Review (A1-5.37)

MOVED Williamson/Walker that amendments to the itemised budgets as listed in the September 2018 Budget Review be authorised.

Carried
254.10.18

MFA-A
Chk Lst

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS
CONTINUED

Item 6 Christmas Function (C14-11)

MOVED Derrett/Serdity that Council hold its Christmas function at the Twilight Race meeting on Friday, 14th December 2018.

Carried
255.10.18

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item 1 Irrigation at Warren Lawn Cemetery (C2-2.2/1)

DMES-A
Chk Lst

MOVED Williamson/Druce that Option four (4), implement Options 1, 2 or 3 as well as the proposed tampering controls, a modern automated irrigation system, drainage and extra signage about no vehicular access onto the grassed area and install bollards and chains to prevent access to the grassed area except for operational reasons be adopted by Council.

Carried
256.10.18

MANAGER HEALTH AND DEVELOPMENT'S REPORTS

Item 1 Impounding Officer's Report (P4-4)

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

Carried
257.10.18

Item 2 Request to Lease Land, Collie Mens Shed (C21-1)

MHD- A
Chk Lst

MOVED Beach/Walker that Council gift Lot 6 Section 4 DP758264 Bundemar Street Collie, to the Collie Community Shed Group for the establishment of a Collie Community Shed, subject to registration with the Australian Men's Shed Association.

Carried
258.10.18

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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

Item 3 Council Dwellings at Lot 52 and Lot 58 DP872884 Deacon Drive, Warren (S1-8.2/52, S1-8.2/58)

MOVED Walker/Brewer that Council proceed with the additional works in relation to the new staff dwellings located at Lot 52 and 58 Gunningba Estate, Warren to be constructed by Hotondo Homes.

Allotment 52:

- a. Slab Design to reflect Soil classification of "E-D" - \$9386.90 + GST
- b. Garage relocation closer to western boundary \$5940.00 + GST
- c. Turf delivered and laid- \$9680.00 + GST
- d. Fully automated and zoned water irrigation system to front and back yard \$5790.00 + GST
- e. 0.9m Concrete path around dwelling \$8594.40 + GST

Allotment 58:

- a. Slab Design to reflect Soil classification of "E-D" - \$10203.45 + GST
- b. Garage relocation closer to western boundary \$2970.00 + GST
- c. Turf supplied and laid to front and back yard \$8880.00 + GST
- d. Fully automated and zoned water irrigation system to front and back yard \$4860.00 + GST
- e. 0.9m Concrete path around house \$7531.20+GST

**Carried
259.10.18**

Item 4 Gunningba Estate New Development

(P15-10)

MOVED Williamson/Druce for discussion.

**Carried
260.10.18**

MHD- A
Chk Lst

MOVED Brewer/Higgins that Council permit the use of light weight external cladding subject to the following:

- That the proposed floor area is above 250m² as indicated in the request;
- That the external cladding is Hardies "Newport Cladding";
- That the final plans are submitted to Council for approval of the design prior to the submission of a Development Application;
- That Council reserves the right to refuse the design of the building should it be of the opinion that it reduces the amenity of the area

**Carried
261.10.18**

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MAYORAL MINUTES

The Mayor advised that the following items of general interest and Council business transacted through the period since the last Council Meeting.

- The Mayor advised that he attended the Welcome to Warren event held on the 28th September 2018. It was well attended by new residents.
- The Mayor advised that he attended the FWAS training session and tournament at the Warren Tennis Courts on Sunday, 14th October 2018.
- The Mayor advised he was invited by Dubbo Regional Council Mayor, Clr Ben Shields to represent Warren Shire Council at the Royal Visit of the Duke and Duchess of Sussex in Dubbo on Wednesday, 17th October 2018.
- The Mayor commented on the Council Workshop held on Wednesday, 17th October 2018 on the September Budget Review.
- The Mayor advised that himself, Councillor Druce, the General Manager, Divisional Manager Engineering Services and the Town Services Manager attended the community meeting held in Nevertire on Wednesday, 17th October 2018 providing the Nevertire community an update on the Nevertire Village Plan.
- The Mayor advised that Councillor Wilson OAM, the General Manager and the Divisional Manager Engineering Services attended the community meeting held in Collie on Thursday, 18th October 2018 providing the Collie community an update on the Collie Village Plan.
- The Mayor advised that the Member for Barwon, Kevin Humphries MP visited Warren on Friday, 19th October 2018 to announce the success of Council's application under the Regional Sporting Infrastructure Grant for the Showground/Racecourse precinct in the amount of \$1.7 million.
- The Mayor advised that himself, the Deputy Mayor and General Manager attended the LGNSW Annual Conference in Albury. He found it to be a very worthwhile event especially discussions with LGNSW President, Councillor Linda Scott, Mayor of Moree, Councillor Katrina Humphries and Dubbo Mayor, Councillor Ben Shields.

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QUESTIONS WITHOUT NOTICE

By Councillor Beach

1. Councillor Beach wished to thank the Council staff involved for organising the Comedy Festival night.

By Councillor Druce

MHD- A
Chk Lst

1. Councillor Druce requested if St Mary's could be contacted about the old bowling green and if it could be tidied up.

By Councillor Wilson OAM

1. Councillor Wilson OAM commended the Mayor on a busy month.
2. Councillor Wilson OAM wished to advise that he had raised his thoughts regarding Item 3 of the Divisional Manager Finance and Administration's report with the Mayor prior to this meeting.
3. Councillor Wilson OAM enquired into a phone call he had received regarding the delivery of product to Collie and that the material was 2-3 mm below size and had been reloaded.

The Divisional Manager Engineering Services is not aware of any problems and advised that no materials had been reloaded.

Councillor Derrett

1. Councillor Derrett enquired on people scavenging recyclables at the Ewenmar Waste Depot and if the problems are ongoing and what can be done?

The Manager Health and Development Services took this item on notice and would discuss this at the Ewenmar Waste Depot Committee meeting scheduled for after this meeting.

Councillor Higgins

1. Councillor Higgins thanked and acknowledged the work undertaken by Council's Economic Development Officers Mrs Alison Ruskin Rowe and Mrs Emma Welsh with funding and grant applications.

Councillor Walker

1. Councillor Walker requested if Council could relay to the public why the Stafford Street water tower is currently leaking water and any longer-term replacement options.
2. Councillor Walker advised that at the Youth Sub Committee meeting the painting of the water tower and the colour it is painted was raised. Could information regarding Council's standing on this matter be included within the Mayor's Desk in the local paper.

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QUESTIONS WITHOUT NOTICE

CONTINUED

Councillor Brewer

1. Councillor Brewer enquired on the community's response to the free water for those affected by drought.

The General Manager and Divisional Manager Engineering Services both advised that the option had been taken up only once since implemented.

2. Councillor Brewer enquired on access to Council's staff for heavy machinery contractors.

The Divisional Manager Engineering Services advised that Council's usual practice is to advertise yearly, for suitably compliant contractors who can comply with the criteria guidelines and have suitable insurances. The Divisional Manager Engineering Services is more than happy to discuss this with any enquiries.

The General Manager further advised that Council will consider everyone in regards to the Drought Funding. Due to circumstances some are coming forward to submit an interest in work, but they do need to be compliant. Council is happy to assist those on obtaining information on becoming compliant.

By Councillor Serdity

1. Councillor Serdity enquired on how often the slashing will be done in Nevertire?

The General Manager advised that there is now two (2) Council employees in Nevertire and Collie every week. At this stage in Nevertire for two (2) days a week.

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There being no further business the meeting closed at 12.55 pm.

**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 6TH DECEMBER 2018 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. 263.12.18

.....
GENERAL MANAGER

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MAYOR