

ORDINARY MEETING

MINUTES

THURSDAY 27TH OCTOBER 2022

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Thursday 27th October 2022 commencing at 8:30 am

Present:

COUNCILLORS	MJ Quigley	Chair
	SJ Derrett	
	NR Kinsey	
	GJ Whiteley	
	DJ McCloskey	
	HJ Druce	
	RJ Higgins	
	RA Jackson	
	JM Van Eldonk	
	AJ Brewer	
STAFF MEMBERS	G Woodman	General Manager (GM)
	D Arthur	Divisional Manager Finance & Administration (DMFA)
	S Otieno	Divisional Manager Engineering Services (DMES)
	M Stephens	Manager Health & Development Services (MHD)
	J Burtenshaw	Executive Assistant (EA)

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Apologies were tendered on behalf of Councillor Taylor and Councillor Walker who were absent due to external commitments, and it was **MOVED** McCloskey/Druce that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried
266.10.22

CONFIRMATION OF MINUTES

MOVED Jackson/Kinsey that the Minutes of the Ordinary Meeting of Council held on Wednesday, 21st September 2022 be adopted as a true and correct record of that Meeting.

Carried
267.10.22

DISCLOSURES OF INTERESTS

Nil.

MAYORAL MINUTE(S)

The Mayor requested that Council's appreciation and gratitude be formally recorded for Darren Arthur and wished him all the very best in his retirement. The Mayor thanked him for his 29 years of service and further advised that personally he values Darren's input into all things financial. Darren's significant work and diligence has made him one of the most valuable staff members and he will be missed.

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REPORTS OF COMMITTEES

Manex (C14-3.4)

MOVED Jackson/Derrett that the Minutes of the Manex Meeting held on Tuesday, 18th October 2022 be received and noted.

Carried
268.10.22

Plant Committee (C14-3.8)

MOVED Whiteley/Brewer that the Minutes of the Plant Committee Meeting held on Wednesday, 19th October 2022 be received and noted and the following recommendations be adopted:

DMES – A
Chk Lst

Item 6.1 Supply and Delivery of Two Side-Tipping Trailers and One Tri-Axle Dolly (C13-75)

- 1) Council rejects the tender from Maxitrans Operations Pty Ltd of 5 Anzac Avenue, Smeaton Grange, NSW 2567 for the supply and delivery of Two Side-tipping Trailers and One Tri-axle Dolly in accordance with Tender No. RFT C13-75 for \$409,000 plus GST (Mechanical suspension option) and for \$445,500 plus GST (Air suspension option);
- 2) In accordance with Section 55 (3) Local Government Act, 1993 Council does not enter into a contract through a tendering process to obtain second-hand trailers (2 Side tipping trailers and tri-axle road train dolly) due to the need for Council to obtain the equipment on an emergency basis, the urgent need to use on flood damage works and the lack of competitive tendering;
- 3) Council authorises the General Manager, Divisional Manager Engineering Services and Workshop Coordinator to investigate availability of and purchase of two used side-tipping trailers and one tri-axle dolly, within the available budget and where possible not bowl type side tipping trailers, similar trailers, plumbed to be both lead or rear if possible; and
- 4) The Divisional Manager Engineering Services presents a report to the Plant Committee, outlining the result of the investigation and purchase prior to purchase.

DMES – A
Chk Lst

Item 6.2 Tender – Supply and Delivery of Prime Mover (C13-75)

- 1) Council rejects the tender from Maxitrans Operations Pty Ltd of 5 Anzac Avenue, Smeaton Grange, NSW 2567 for the supply and delivery of a Prime Mover in accordance with Tender No. RFT C13-74 for \$343,317.28 plus GST;
- 2) In accordance with Section 55 (3) Local Government Act, 1993 Council does not enter into a contract through a tendering process to obtain a second-hand Prime Mover Truck due to the need for Council to obtain the equipment on an emergency basis, the urgent need to use on flood damage works and the lack of competitive tendering;
- 3) Council authorises the General Manager, Divisional Manager Engineering Services and Workshop Coordinator to investigate availability of and purchase of a used prime mover, within the available budget; and
- 4) The Divisional Manager Engineering Services presents a report to the Plant Committee, outlining the result of the investigation and purchase prior to purchase.

Carried
269.10.22

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DELEGATES REPORTS

Item 1 Warren Interagency Support Services (C3-9)

MOVED Derrett/Jackson that the Minutes of the Warren Interagency Support Services Meeting held on Thursday, 13th October 2022 be received and noted.

**Carried
270.10.22**

Item 2 General Meeting of the Outback Arts Inc. held on Tuesday, 18th October 2022 (C17-2)

MOVED Jackson/Druce that the General Meeting of the Outback Arts Inc. held on Tuesday, 18th October 2022 be received and noted.

**Carried
271.10.22**

POLICY

Item 1 Sewerage Junctions. Connection, Maintenance and Responsibilities Policy (P13-1, S5-1, W1-1)

MOVED Brewer/Higgins that:

1. The information be received and noted;
2. The Sewerage Junctions - Connection, Maintenance and Responsibilities Policy be placed on public exhibition for a minimum of 28 days: and
3. Subject to no adverse submissions being received, the Sewerage Junctions. Connection, Maintenance and Responsibilities Policy be adopted.

**Carried
272.10.22**

DMES – A
Chk Lst

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

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

**Carried
273.10.22**

EA - N

In recognition of Warren being a healthy town and to keep awareness of a healthy lifestyle, Council will be standing while dealing with Item 2 of the General Manager's report.

Item 2 Committee/Delegates Meetings (C14-2)

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

**Carried
274.10.22**

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 3 Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1)

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

**Carried
275.10.22**

Item 4 2024 Warren Local Government Election (E2-2.16)

GM – A
Chk Lst

MOVED Jackson/Whiteley that Warren Shire Council (“the Council”) resolves:

1. Pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) (“the Act”) that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council;
2. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all council polls of the Council; and
3. Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

**Carried
276.10.22**

Item 5 Warren Town Levee Upgrading Project Council Funding (F8-3.5)

GM – N

Moved Brewer/Kinsey that Council continue to request funding of all of the contribution to the levee upgrading project by the NSW State Government and that if briefings, submissions and Ministerial Meetings are unsuccessful that the contribution required of Council be funded by using the priority funding methods or a combination of those methods contained within the report.

**Carried
277.10.22**

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – September 2022 (B1-10.16)

MOVED Whiteley/Jackson that the Statements of Bank and Investments Balances as at 30th September 2022 be received and noted.

**Carried
278.10.22**

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

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

**Carried
279.10.22**

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 3 Works Progress Reports – Finance & Administration Projects (S1-1.15, C9-1)

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

Carried
280.10.22

Item 4 Review of Council's 2021/2022 Operations (A1-4.40)

MOVED Whiteley/Brewer that the information on Council's audited financial statements for the period ended 30th June 2022 be received and noted.

Carried
281.10.22

Item 5 Council Bank Account Signatories (B1-5)

DMFA – A
Chk Lst

MOVED Druce/Brewer that the following people be authorised signatories for Council's General Fund Account at the National Australia Bank:

Gary Woodman – General Manager

Jillian Murray - Treasurer

Sylvester Otieno – Divisional Manager Engineering Services

Maryanne Stephens – Manager of Health & Development Services

Milton Quigley – Mayor

Sarah Derrett – Deputy Mayor

Carried
282.10.22

Item 6 September 2022 Budget Review (A1-4.41)

MOVED Whiteley/Derrett that amendments to the itemised budgets as listed in the September 2022 Budget Review be authorised.

Carried
283.10.22

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item 1 Works Progress Reports - Roads (C14-7.2)

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

Carried
284.10.22

Item 2 Works Progress Reports – Town Services (C14-7.2)

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

Carried
285.10.22

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DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

CONTINUED

Item 3 Works Progress Reports – Fleet/Workshop (C14-7.2)

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

**Carried
286.10.22**

Item 4 Water Assets (W1-1)

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

At this point in the meeting, the time being 10.04 am Councillor Jackson left the meeting room.

**Carried
287.10.22**

MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

Item 1 Development Application Approvals (D4-9)

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

**Carried
288.10.22**

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

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

**Carried
289.10.22**

At this point in the meeting the time being 10.09 am, Councillor Jackson returned to the meeting room.

NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

MATTERS OF URGENCY

Nil.

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CONFIDENTIAL MATTERS

MOVED Brewer/Druce that the Council proceed into the Committee of the Whole Closed Council, the time being 10.10 am to consider matters in accordance with Section 10A(2)(c) and Section 10A(2)(d)(i) of the Local Government Act.

Carried
290.10.22

MOVED Brewer/Druce that the press and the public be excluded from the Committee of the Whole Closed Council in accordance with Section 10A(2)(c) and Section 10A(2)(d)(i) of the Local Government Act.

Carried
291.10.22

Council resumed in Open Council at 10.24 am.

REPORT OF THE MANAGER HEALTH & DEVELOPMENT SERVICES

Item 1 Request for Quotation - Supply and Install Solar Panels and Systems on Council Facilities (C13-76)

MHD – A
Chk Lst

MOVED Brewer/McCloskey that:

1. Council accept the quotation from Macquarie Energy Pty Ltd for the supply and installation of a ground mounted Solar PV and 4 x Roof mounted PV System in accordance with the Request for Quotation No. VP321231 for \$140,251.00 excluding GST; and
2. Additional funds of \$15,251.00 be sourced from the Local Roads and Community Infrastructure Program – Phase 3 Extension Grant funds, or from Council’s Infrastructure Improvement/Replacement Reserve.

DMFA – N

Carried
292.10.22

There being no further business the meeting closed at 10.34 am.

**THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 1ST DECEMBER 2022 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. .12.22

.....
GENERAL MANAGER

.....
MAYOR