

# **ORDINARY MEETING**

# **MINUTES**

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**THURSDAY 7TH DECEMBER 2023**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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## Present:

<b>COUNCILLORS</b>	MJ Quigley	Chair
	HJ Druce	
	GJ Whiteley	
	DJ McCloskey	
	KL Walker	
	KW Taylor	
	AJ Brewer	
	SJ Derrett	
	RA Jackson	
<b>STAFF MEMBERS</b>	G Woodman	General Manager (GM)
	B Pascoe	Divisional Manager Finance & Administration (DMFA)
	R Burns	Acting Divisional Manager Engineering Services (DMES)
	M Stephens	Manager Health and Development Services (MHD)
	J Burtenshaw	Executive Assistant (EA)

## ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was made by the Mayor.

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## APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Apologies were tendered on behalf of Councillor Higgins, Councillor Van Eldonk and Councillor Kinsey, 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**  
**290.12.23**

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## CONFIRMATION OF MINUTES

**MOVED** Jackson/Taylor that the Minutes of the Ordinary Meeting of Council held on Thursday, 26th October 2023 be adopted as a true and correct record of that Meeting.

**Carried**  
**291.12.23**

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## DISCLOSURES OF INTERESTS

Councillor Derrett declared a non-pecuniary interest in regard to Reports to Committee, Airport Operations Committee Minutes and advised that she would vacate the meeting room and take no part in the debate or voting on the matter.

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**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**MAYORAL MINUTE(S)**

Nil.

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**REPORTS OF COMMITTEES**

**Warren Public Arts Committee**

**(C14-3.29)**

**MOVED** Jackson/Walker that the Minutes of the Warren Public Arts Committee Meeting held on Monday, 6th November 2023 be received and noted.

**Carried**  
**292.12.23**

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**Economic Development and Promotions Committee**

**(C14-3.22)**

**MOVED** Derrett/Jackson that the Minutes of the Economic Development and Promotions Committee Meeting held on Wednesday, 2nd August 2023 be received and noted and the following recommendations be adopted:

**Item 5.3 Economic Development Strategy and Action Plan**

**(D3-1)**

1. That the Economic Development Strategy and Action Plan be adopted by Council.
2. That Willie Retreat be thanked for their feedback on the Economic Development Strategy and Action Plan and that the Economic Development and Visitation Manager liaise with the Hall's to detail the actions contained within the Economic Development Strategy and Action Plan that are applicable to their business.

GM – A  
Chk Lst

**Item 5.4 Destination Macquarie Marshes Taskforce Meeting 7th June 2023**

**(T4-1.2)**

1. That grant funding opportunities to improve signage in the Macquarie Marshes be investigated.
2. That neighbouring Councils to the Macquarie Marshes be requested to consider funding grant applications for appropriate signage to the Macquarie Marshes.

GM – A  
Chk Lst

GM – A  
Chk Lst

**Item 5.4 Destination Macquarie Marshes Taskforce Meeting 12 July 2023**

**(T4-1.2)**

That the Destination Macquarie Marshes Taskforce members review the Draft Destination Macquarie Marshes Taskforce Action Plan 2023 and forward their organisation and/or individual feedback for collation to the Economic Development and Visitation Manager a minimum of two weeks prior to the next general meeting of the Taskforce to be held on 13th September 2023.

GM – A  
Chk Lst

**Carried**  
**293.12.23**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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## REPORTS OF COMMITTEES

CONTINUED

### Economic Development and Promotions Committee

(C14-3.22)

**MOVED** Derrett/Jackson that the Minutes of the Economic Development and Promotions Committee Meeting held on Tuesday, 7th November 2023 be received and noted and the following recommendations be adopted:

#### Item 5.1 Free Coffee for Visitors in Warren Shire Program

(D3-1)

GM – A  
Chk Lst

That the funding allocated to the Free Coffee Program be allocated to the Visitor Information Centre for the purchase of a Pod Coffee Machine, small water urn and supplies, for free use by Visitors at times when local cafés are not in operation.

DMFA - N

#### Item 5.3 Destination Macquarie Marshes Taskforce Meeting 2023

(T4-1.2)

That the Minutes of the Meeting of the Destination Macquarie Marshes Taskforce Committee held on Wednesday, 13th September 2023 be received and noted, and the following recommendation be adopted:

GM – A  
Chk Lst

That workshops be scheduled with current members of the Destination Macquarie Marshes Taskforce to progress the development of the Draft Destination Macquarie Marshes Taskforce Action Plan 2023 together with determination of the high priority actions and short-term goals.

**Carried**  
**294.12.23**

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At this point in the meeting, the time being 8.45 am, Councillor Derrett left the meeting room due to her Non-Pecuniary Interest Declaration and was not in sight of the meeting room.

### Airport Operations Committee

(C14-3.12)

**MOVED** Taylor/McCloskey that the Minutes of the Airport Operations Committee Meeting held on Wednesday, 8th November 2023 be received and noted and the following recommendation be adopted:

DMES – A  
Chk Lst

#### Item 5.3 Airport Operational Manual Update

(A2-1)

That Council reallocates the current \$25,000 for RNAV contribution in the 2023/2024 Budget to undertake an appropriate Windshear Modelling Assessment, Calculations and Report.

DMFA - N

**Carried**  
**295.12.23**

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At this point in the meeting the time being 8.49 am, Councillor Derrett re-joined the meeting.

### Sporting Facilities Committee

(S21-2.1)

**MOVED** Whiteley/Taylor that the Minutes of the Sporting Facilities Committee meeting held on Wednesday, 8th November 2023 be received and noted.

**Carried**  
**296.12.23**

# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

## REPORTS OF COMMITTEES

CONTINUED

### Warren Local Emergency Management Committee

**MOVED** Derrett/Brewer that the Minutes of the Warren Local Emergency Management Committee Meeting held on Tuesday, 14th November 2023 be received and noted.

**Carried**  
**297.12.23**

### Roads Committee Minutes

**(C14-3.28)**

**MOVED** Whiteley/Brewer that the Minutes of the Roads Committee Meeting held on Tuesday, 21st November 2023 be received and noted and the following recommendations be adopted:

#### Item 4 Action Checklist

DMES – A  
Chk Lst

Council ask Transport for NSW to investigate if intersection slip lanes should be installed on both sides of the Australian Food and Fibre intersection on SH11 Oxley Highway.

#### Item 5.1 Regional Emergency Road Repair Fund – Proposed Program

**(G4-1.92)**

The Regional Emergency Road Repair Fund Program up to 30th June 2027 be approved in principle as follows:

#### RERRF Workplan

Road/Suburb	Activity Type	Budget
Carinda Road	Shoulder Widening	\$1,200,000
Warren Road	Heavy Patching	\$511,576
Bullagreen Road	Shoulder Widening	\$1,000,000
Nevertire Bogan Road	Rehabilitation (Reseal)	\$175,000
Tottenham Road	Rehabilitation (Reseal)	\$175,000
Gillendoon Street	Heavy Patching	\$125,000
Cobb Lane	Heavy Patching	\$100,000
Stubbs, Burton and Zora Streets	Rehabilitation (Reseal)	\$100,000
<b>Total</b>		<b>\$3,386,576</b>

#### Item 5.5 Local Roads & Community Infrastructure Phase 3

**(G4-1.58)**

DMES – A  
Chk Lst

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.

DMFA - N

**Carried**  
**298.12.23**

# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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## REPORTS OF COMMITTEES

CONTINUED

### Plant Committee

**MOVED** Brewer/Whiteley that the Minutes of the Plant Committee Meeting held on Tuesday, 21st November 2023 be received and noted and the following recommendation be adopted:

#### Item 4 Quarry Agreement (Q1-1.1)

DMES – A  
Chk Lst

1. That the Agreement for Quarry with Neill Earthmoving be taken up with the following amendments:
  - Appropriate extension clause (option for another three (3) years if both parties agree);
  - Identify appropriate dates in December 2023 for 3 years with perhaps a 3-year extension;
  - Minor adjustments to Item D of the schedule;
  - Minor typographical corrections;
  - Clause 2 (d) to be adjusted and consider the materials and size specified, at the commencement of the contract and annually (at the beginning of each subsequent year); and
  - Final intent of Clause 2 (p) and (q) must be clarified by the Divisional Manager Engineering Services (DMES) for suitability and adjust it as required.
2. The final Agreement for Quarry and associated documents be signed under the Seal of Council if required.

**Carried  
299.12.23**

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### Traffic Committee

(T5-2)

**MOVED** Taylor/Druce that the Minutes of the Traffic Committee Meeting held on Tuesday, 21st November 2023 be received and noted and the following recommendation be adopted:

#### Item 5.1 Warren Street Christmas Party (G4-1.67)

That the Committee endorses Warren Shire Council's proposal to close the Oxley Highway between Thornton Avenue and Cobb Lane on December 8th 2023, to ensure the safety of attendees to the Warren Christmas Street Party.

**Carried  
300.12.23**

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### Internal Audit and Risk Management Committee

(A1-3.1)

GM – A  
Chk Lst

**MOVED** Derrett/Druce that the Minutes of the Internal Audit and Risk Management Committee Meeting held on Wednesday, 22nd November 2023 be received and noted and the following recommendations be adopted:

#### Item 4.4 Internal Auditor – Human Resources Review – June 2021 (A1-3)

That the Internal Auditor – Human Resources Review – June 2021 be noted and the following priorities and actions be progressed:

- Leave Policy and Procedure;

**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**REPORTS OF COMMITTEES**

**CONTINUED**

**Internal Audit and Risk Management Committee**

**Continued**

- Code of Conduct Pamphlet;
- Recruitment Policy/Procedure;
- Review of Staff Education and Training Policy;
- Review of CCTV Cameras in accordance with the Workplace Surveillance Policy and Legislation;
- Review of CCTV System Policy;
- Review of the Workplace Surveillance Policy;
- Conduct of Code of Conduct Training;
- Review of the Social Media Policy;
- Drafting/Review of an Information and Communication Technologies, Email, Internet, Asset Policy (Communications Devices Policy);
- Review of Competencies and Skills of all Position Descriptions;
- Review of Working with Children's (Child Protection) Policy;
- Performance Management Procedure;
- Review of Equal Opportunity Policy;
- Writing of a Public Interest Disclosures Policy;
- Writing of a Customer Service Ethos Policy;
- Review of Alcohol and Other Drugs Policy;
- Review of Corporate Risk Register;
- Review of Employee Assistance Program Policy;
- Review of Related Party Disclosures Policy;
- Review of Staff Relocation Assistance Policy;
- Review of Internal Reporting Policy; and
- Review of Work Force Plan and Strategy.

**Item 4.5 Internal Auditor – Contract Management Processes Review – October, November, December 2021 And February 2022 (A1-3)**

- GM – A  
Chk Lst
- That the information be noted and the following priority and action be progressed:
- Detailed Contracts Guideline which includes performance management processes.

**Item 4.6 Internal Auditor – Procurement Audit Review – May, June 2022 (A1-3)**

- GM – A  
Chk Lst
- That the information be noted and the following priorities and actions be progressed:
- Training in Procurement of Manex and procurement staff; and
  - Ensure utilisation of the OLG Tender Checklist.

**Item 4.7 Internal Auditor – Council Enterprise - Wide Risk Management Review – June 2022 (A1-3)**

- DMFA – A  
Chk Lst  
GM – A  
Chk Lst
- That the information be noted and the following priorities and actions be progressed:
- Review of the Risk Register to include Cyber Security; and
  - Internal Audit and Risk Management Committee Guidelines.

**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**REPORTS OF COMMITTEES**

**CONTINUED**

**Item 4.8 Internal Auditor – Waste Control Review – November 2022 – February 2023 (A1-3)**

- MHD – A  
Chk Lst
- That the information be noted and the following priority and action be progressed:
- An overarching Operational Plan be developed to include risk assessments, procedures, control measures and future strategic actions.

**Internal Audit and Risk Management Committee Continued**

**Item 4.9 Internal Auditor – Media Communications Review – June 2023 (A1-3)**

- DMFA – A  
Chk Lst
- That the information be noted and the following priority and action be progressed:
- A new electronic document management system to be purchased and implemented.

**Item 4.10 Internal Auditor – Fraud Control Review – June, July 2023 (A1-3)**

- DMFA – A  
Chk Lst
- That the information be noted and the following priorities and actions be progressed:
- Review of Fraud Plan and Policy to align with the Audit Office Tool Kit; and
  - Fraud training to relevant staff.

**Item 4.13 Corporate Risk Register (I2-11.1)**

- DMFA – A  
Chk Lst
- That the Corporate Risk Register be updated with ITC Governance Risks and Cyber Security.

**Carried  
301.12.23**

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**Water and Sewerage Committee (C14-3.24)**

**MOVED** Brewer/Druce that the Minutes of the Water and Sewerage Committee Meeting held on Thursday, 23rd November 2023 be received and noted and the following recommendations be adopted:

**Item 5.1 River Water Tank for Carter Oval Irrigation (W2-1, P1-7.24)**

- DMES – A  
Chk Lst
- That Council approve the immediate appropriation of \$80,000 from the Water Fund for the installation of a river water irrigation storage tank at Bore Flat, to improve irrigation of Carter Oval and minimise interference with the Warren River water supply.
- DMFA - N

**Item 5.2 Collie Water Supply – Pumping Configuration (W4-1, W4-7)**

- DMES – A  
Chk Lst
- That Council approve the immediate appropriation of \$80,000 from the Water Fund for modifications to the pumping configuration at the Collie Bore Site.
- DMFA - N

**Item 5.3 Additional Evaporation Lagoon – Warren STP (S5-1, S5-10.1, S5-10.2)**

- DMES – A  
Chk Lst
- That Council approve the immediate appropriation of \$780,000 from the Sewer Fund for the construction of a third evaporation lagoon at the new STP.

DMFA - N

**Carried  
302.12.23**

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**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**REPORTS OF COMMITTEES**

**CONTINUED**

**Manex**

**(C14-3.4)**

**MOVED** Whiteley/Brewer that the Minutes of the Manex Meeting held on Monday, 27th November 2023 be received and noted.

**Carried  
303.12.23**

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**Showground/Racecourse Committee**

**(C14-3.2)**

**MOVED** Druce/Brewer that the Minutes of the Showground/Racecourse Committee Meeting held on Tuesday, 28th November 2023 be received and noted and the following recommendation be adopted:

**Item 5.3 Proposed National Polocrosse Titles Warren 2028 – Presentation By Phil Waterford And Simon Turnbull (S7-2)**

1. Council be supportive in principle for the undertaking of the National Polocrosse Title Warren 2028;
2. Council form a Sub-Committee consisting of the relevant Councillors from the Showground/Racecourse Committee, Council Staff, General Manager, Town Services Manager, Divisional Manager Engineering Services, Economic Development and Visitation Manager, all Showground/ Racecourse User Groups, Regional Polocrosse Representatives (future), Phil Waterford, Simon Turnbull to determine whether the proposal could and should be progressed; and
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.

**Carried  
304.12.23**

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DMES – A  
Chk Lst

**DELEGATES REPORTS**

**Item 1 Warren Interagency Support Services**

**(C3-9)**

**MOVED** Derrett/Walker that the Minutes of the Warren Interagency Support Services Meeting held on Thursday, 19th October 2023 be received and noted.

**Carried  
305.12.23**

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**Item 2 Castlereagh Macquarie County Council**

**(C15-1)**

**MOVED** Whiteley/Taylor that the Draft Minutes of the Castlereagh Macquarie County Council Meeting held on Monday, 30th October 2023 be received and noted.

**Carried  
306.12.23**

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**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**DELEGATES REPORTS**

**CONTINUED**

**Item 3 Outback Arts Incorporated (C17-2)**

**MOVED** Jackson/Derrett that the General Meeting of the Outback Arts Incorporated held on Monday, 13th November 2023 be received and noted.

**Carried  
307.12.23**

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**Item 4 Country Mayors Association of New South Wales (C14-5.5)**

**MOVED** Quigley/Brewer that the Unconfirmed Ordinary Meeting Minutes and Annual General Meeting Minutes of the Country Mayors Association of New South Wales held on Friday, 24th November 2023 be received and noted.

**Carried  
308.12.23**

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**GENERAL MANAGER'S REPORTS**

**Item 1 Outstanding Reports Checklist (C14-7.4)**

EA - N **MOVED** McCloskey/Whiteley that the information be received and noted and that the items marked with an asterisk (\*) be deleted.

**Carried  
309.12.23**

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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** Druce/Jackson that the information be received and noted.

**Carried  
310.12.23**

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

**MOVED** Whiteley/Walker that the information be received and noted.

**Carried  
311.12.23**

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**Item 4 Delivery Program Progress Report (E4-40)**

**MOVED** Whiteley/Derrett that Council note the Delivery Program Progress Report under s404(5) Local Government Act 1993 and the ongoing actions.

**Carried  
312.12.23**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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## GENERAL MANAGER'S REPORTS

CONTINUED

### Item 5 Annual Report 2022/2023 Report (A1-14)

**MOVED** Jackson/Brewer that Council note the Annual Report 2022/2023.

**Carried**  
**313.12.23**

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### Item 6 Western Division of Councils Conference and Mid-Term Meetings (C14-5.4)

GM – A  
Chk Lst

**MOVED** Brewer/Druce that Council formally resolve to accept the invitations if provided to the Western Division of Councils Conference and Mid-Term Meetings and advise the relevant hosting Council that the Conference and Mid-Term Meetings will be attended by the Mayor, Deputy Mayor and the General Manager if available.

**Carried**  
**314.12.23**

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### Item 7 Local Roads and Community Infrastructure (LR & CI) Phase 4B Grant, Cap-070 Community Assets Program and Shire Roads Gravel Resheeting Program and LED Lights at Victoria Oval (W6-3.1, R4-1.62, P1-7.11, G4-1.84, G4-1.91)

**MOVED** Brewer/McCloskey that:

DMES – A  
Chk Lst  
DMFA - N

1. The bitumen resealing of the Warren Walkways/Cycleways amounting to \$170,100 be undertaken using the CAP-070 Community Assets Program;

DMES – A  
Chk Lst  
DMFA - N

2. Subject to concurrence of the Commonwealth Department of Infrastructure, Transport, Regional Development, Communications and the Arts Council reallocate \$170,100 of funding from the Local Roads & Community Infrastructure (LR&CI) Phase 4B Grant from the Warren Walkways/Cycleways Bitumen Resealing Project to the SR62 Buddabadah Road Gravel Resheeting Project;

DMES – A  
Chk Lst  
DMFA - N

3. Council undertaken the replacement of the lighting at Victoria Oval to LED lighting at the estimated cost of \$253,500 (ex. GST) using the now available ex 2023/2024 Shire Road Gravel Resheeting Funds amounting to \$170,100 and an allocation of \$83,400 from Council's Infrastructure Improvement/Replacement Reserve; and

DMES – A  
Chk Lst  
DMFA - N

4. Council request a funding contribution from the soon to be main user of the Victoria Oval Lights, the Warren Pumas Rugby Club amounting to \$10,000.

**Carried**  
**315.12.23**

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**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**GENERAL MANAGER'S REPORTS**

**CONTINUED**

**Item 8 Regional Drought Resilience Plan Program**

**(F2-2, G4-1.79)**

**MOVED** Whiteley/Derrett that:

GM – A  
Chk Lst

1. The information be received and it be noted that the Far North West Joint Organisation of Councils has been engaged to develop and implement a Regional Drought Resilience Plan on behalf of Warren Shire Council;
2. Councillor Greg Whiteley be nominated together with the General Manager to participate in the Regional Drought Resilience Plan Program process on behalf of Warren Shire Council;
3. Council notes that the Economic Development and Visitation Manager will be the Council Staff contact as the local information conduit to work with the Far North West Joint Organisation of Councils Drought Project Officer, to supply local plans relevant to the Warren Shire Council to the Drought Project Officer for review and to co-ordinate local media promotion of the Regional Drought Resilience Planning Program process which is expected in January 2024; and
4. Council adopt the Regional Drought Resilience Plan Project Plan for RDRP 016 that is contained within the report for implementation by the Far North West Joint Organisation of Councils.

At this point in the meeting, the time being 10.55 am Councillor Taylor left the meeting room.

**Carried**  
**316.12.23**

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**Item 9 2023 Local Government NSW (LGNSW) Annual Conference Attendance Report**

**(S6-4)**

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

At this point in the meeting the time being 10.57 am, Councillor Taylor returned to the meeting room.

At this point in the meeting, the time being 11.01 am Councillor Brewer left the meeting room.

At this point in the meeting the time being 11.03 am, Councillor Brewer returned to the meeting room.

**Carried**  
**317.12.23**

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**Item 10 Disclosures of Interest – Councillors and Designated Persons**

**(A7-9)**

**MOVED** Brewer/Druce that the tabled Disclosures of Interest Return for Councillors and Designated Persons be received and noted.

**Carried**  
**318.12.23**

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**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
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on Thursday 7th December 2023 commencing at 8:36 am

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**MORNING TEA**

At this point in the meeting, the time being 11.05 am, Council adjourned for Morning Tea.

**RESUMPTION**

The meeting resumed at 11.18 am.

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**DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS**

**Item 1            Reconciliation Certificate – October and November 2023            (B1-10.16)**

**MOVED** McCloskey/Druce that the Statements of Bank and Investments Balances as at 31st October 2023 and 30th November 2023 be received and noted.

**Carried  
319.12.23**

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

**MOVED** Brewer/Jackson that the Statement of Rates and Annual Charges information for 8th November 2023 be received and noted.

**Carried  
320.12.23**

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**Item 3            Works Progress Reports – Finance & Administration Projects            (C14-7.1, C9-1)**

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

**Carried  
321.12.23**

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**Item 4            Review of Council's 2022/2023 Operations            (A1-4.41)**

DMFA – N **MOVED** Whiteley/Walker that the information on Council's General Purpose Financial Statements for the period ended 30th June 2023 be received and noted, specifically the Income Statement, Statement of Financial Position, Statement of Cashflows and note C1-3 Restricted and allocated cash, cash equivalents and investments.

**Carried  
322.12.23**

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**DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS**

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

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

**Carried  
323.12.23**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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## DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

CONTINUED

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

**MOVED** Jackson/Walker that the information be received and noted.

**Carried  
324.12.23**

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

**MOVED** Jackson/Druce that the information be received and noted.

**Carried  
325.12.23**

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## MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

**Item 1 Development Application Approvals (B4-9)**

**MOVED** Druce/Jackson that the information be received and noted.

**Carried  
326.12.23**

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

**MOVED** McCloskey/Walker that the information be received and noted.

**Carried  
327.12.23**

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**Item 3 Warren LEP Health Check and Recommended Changes (P15-31.6)**

**MOVED** Whiteley/Derrett that:

1. The information be received and noted; and
2. Council progress with the recommendations as follows:

LEP 1: Implement agritourism LEP amendments where relevant and advantageous to the Warren Shire.

LEP 2: Introducing a temporary workers clause into the LEP for large scale infrastructure projects (such as solar farms) to accommodate the skilled workers for these projects.

LEP 3: Classified roads to be rezoned to SP2 Infrastructure in consultation with DPE and RMS/TfNSW. Roads on the heavy vehicle freight route to be included in list for rezoning.

LEP 4: Combine LEP clauses 6.3 and 6.4 into one clause which encompasses protection and conservation of lands within and near waterways/riparian lands.

LEP 5: Retain E4 General Industrial land at Airport where not airside but can benefit from co-location with SP2 airside land and businesses.

MHD – A  
Chk Lst

**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS**

**CONTINUED**

**Item 3 Warren LEP Health Check and Recommended Changes Continued**

LEP 6: Change land use zone at Warren Airport (surrounding airstrips only) from E4 General Industrial to SP2 – Air Transport Facility and Emergency Services Facilities.

LEP 7: Consider the following land uses in the SP2 land use table as permissible with consent.

LEP 8: Review the Airport E4 General Industrial land use table with permissible land uses that are compatible with the adjacent airport and do not detract from or conflict with its core purposes of air transport and training.

LEP 9: Include a Rural Workers' Dwelling clause with the next LEP amendment to permit the construction of this type of residential accommodation in the RU1 zone.

LEP 10: Include a secondary dwelling clause for rural zones in the Warren LEP; and

3. Crown Land Lots 86, 87, and 88 DP 755314 be re-zoned from IN1 General Industrial to RE1 Public Recreation; and

4. Re-zone part of Lot 3 DP853548 (end of Wilson/Chester Streets) from RE1 Public Recreation to R1 General Residential and;

DMFA – N 5. Funding of \$25,000 for this project be obtained from the Unrestricted General Fund and the change in expenditure be captured at the Quarterly Budget Review.

**Carried**  
**328.12.23**

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**NOTICES OF MOTIONS/QUESTIONS WITH NOTICE**

Nil.

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**MATTERS OF URGENCY**

Nil.

**WARREN SHIRE COUNCIL**  
**Minutes of the Ordinary Meeting of Council**  
**held in the Council Community Room, 115 Dubbo Street Warren**  
**on Thursday 7th December 2023 commencing at 8:36 am**

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**CONFIDENTIAL MATTERS**

**MOVED** Taylor/Jackson that the Council proceed into the Committee of the Whole Closed Council, the time being 11.54 am to consider matters in accordance with Section 10A(2)(a) and Section 10A(2)(d)(i) of the Local Government Act.

**Carried**  
**329.12.23**

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

**Carried**  
**330.12.23**

Council resumed in Open Council at 12.45 pm with the General Manager and the Executive Assistant to the Mayor and GM present.

**REPORT OF THE DIVISIONAL MANAGER ENGINEERING SERVICES**

**Item 1            Tender No. T282324OROC – Provision of Linemarking            (C14-6.2/66)**

**MOVED** Brewer/McCloskey that:

1. Council, in accordance with the *Local Government (General) Regulation 2021*, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T282324OROC Provision of Linemarking within the Warren Shire Council for the two-year period commencing 1st January, 2024 and ending 31st December, 2025.
2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2026.
3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Linemarking in accordance with the price variation Clause detailed within the Contract T282324OROC.
4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T282324OROC.
5. Warren Shire Council award this contract as a panel source for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T282324OROC for ACT Linemarking, OZ Linemarking and Whiteline Road Services.

DMES – A  
Chk Lst

DMES – A  
Chk Lst

DMES – A  
Chk Lst

**Carried**  
**331.12.23**



# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
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CONFIDENTIAL MATTERS

CONTINUED

**Item 2 Tender No. T262324OROC Supply and Delivery of Bitumen Emulsion  
(C14-6.2/68)**

**MOVED** Brewer/McCloskey that:

1. Council, in accordance with the *Local Government (General) Regulation 2021*, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T262324OROC Supply and Delivery of Bitumen Emulsion within the Warren Shire Council for the two-year period commencing 1st January, 2024 and ending 31st December, 2025.
2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2026.
- DMES – A  
Chk Lst 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Supply and Delivery of Bitumen Emulsion in accordance with the price variation Clause detailed within the Contract T262324OROC.
- DMES – A  
Chk Lst 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T262324OROC.
- DMES – A  
Chk Lst 5. Warren Shire Council award this contract as a single source for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T262324OROC for Downer EDI Works Pty Ltd.

**Carried  
332.12.23**

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**Item 3 Tender No. T272324OROC Provision of Traffic Control (C14-6.2/65)**

**MOVED** Brewer/McCloskey that:

1. Council, in accordance with the *Local Government (General) Regulation 2021*, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T272324OROC Provision of Traffic Control within the Warren Shire Council for the two-year period commencing 1st January, 2024 and ending 31st December, 2025.
2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2026.
- DMES – A  
Chk Lst 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Traffic Control in accordance with the price variation Clause detailed within the Contract T272324OROC.
- DMES – A  
Chk Lst 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T272324OROC.
- DMES – A  
Chk Lst 5. Warren Shire Council award this contract as a panel source for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T272324OROC for Maliyan Traffic Control Pty Ltd, D&D Traffic Management Pty Ltd, Watchout Traffic Control and Lack Group Traffic Pty Ltd.

**Carried  
333.12.23**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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**CONFIDENTIAL MATTERS**

**CONTINUED**

**Item 4            Tender No. T252324OROC Supply and Delivery of Tyres            (C14-6.2/69)**

**MOVED** Brewer/McCloskey that:

1. Council, in accordance with the *Local Government (General) Regulation 2021*, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T252324OROC Supply and Delivery of Tyres within the Warren Shire Council for the two-year period commencing 1st January, 2024 and ending 31st December, 2025.
2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2026.
- DMES – A  
Chk Lst 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Supply and Delivery of Tyres in accordance with the price variation Clause detailed within the Contract T252324OROC.
- DMES – A  
Chk Lst 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T252324OROC.
- DMES – A  
Chk Lst 5. Warren Shire Council award this contract as a single source for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T252324OROC for Tyres4U Pty Ltd.

**Carried  
334.12.23**

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**Item 5            Tender No. T412324OROC Provision of Surveying Services            (C14-6.2/71)**

**MOVED** Brewer/McCloskey that:

1. Council, in accordance with the *Local Government (General) Regulation 2021*, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T412324OROC Provision of Surveying Services within the Warren Shire Council for the two-year period commencing 1st January, 2024 and ending 31st December, 2025.
2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2026.
- DMES – A  
Chk Lst 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Surveying Services in accordance with the price variation Clause detailed within the Contract T412324OROC.
- DMES – A  
Chk Lst 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T412324OROC.
- DMES – A  
Chk Lst 5. Warren Shire Council award this contract as a panel source, in addition to the suppliers that Council frequently engages, for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T412324OROC for the tenderers representing best value.

**Carried  
335.12.23**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
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CONFIDENTIAL MATTERS

CONTINUED

**Item 6 Tender No. T402324OROC Provision of Design Services (C14-6.2/70)**

**MOVED** Brewer/McCloskey that:

1. Council, in accordance with the *Local Government (General) Regulation 2021*, formally agree to accept the analysis of the tender evaluation, for the joint group of Member Councils for the Contract T402324OROC Provision of Design Services within the Warren Shire Council for the two-year period commencing 1st January, 2024 and ending 31st December, 2025.
2. The Council will allow for a 12-month extension based on satisfactory supplier performance which may take this tender through to 31st December, 2026.
- DMES – A  
Chk Lst 3. Council issue approval to Regional Procurement to adjust the prices of the Contract Provision of Design Services in accordance with the price variation Clause detailed within the Contract T412324OROC.
- DMES – A  
Chk Lst 4. Council issue approval to the executive staff of Regional Procurement Initiative to sign the Deed of Agreement on behalf of Council for Contract T402324OROC.
- DMES – A  
Chk Lst 5. Warren Shire Council award this contract as a panel source, in addition to the suppliers that Council frequently engages, for the period beginning 1st January 2024 to close of business 31st December 2025 in accordance with the terms and conditions of Contract T402324OROC for the tenderers representing best value.

**Carried  
336.12.23**

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## MAYORAL MINUTE

**Item 1 Warren Shire Council General Manager 2022-2023 Mid-Term and Annual Performance Review ('P')**

**MOVED** Taylor/McCloskey that:

1. Council note the finalised Performance Agreement for the Warren Shire Council General Manager (2022-2023 Mid-Term and Annual Review) and that the General Manager's Performance is currently Exceeding Expectations;
- DMFA – A  
Chk Lst 2. The General Manager's Contract Employment Package be increased as of 1st October 2023 by 3%; and
- DMFA – N 3. In the future the statutory increases in superannuation automatically increase the Contract Employment Package of the General Manager by the equivalent amount of the statutory increase in superannuation.

**Carried  
337.12.23**

**WARREN SHIRE COUNCIL**  
Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 7th December 2023 commencing at 8:36 am

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There being no further business the meeting closed at 12.50 pm.

THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL  
HELD ON THURSDAY, 25TH JANUARY 2024 AS BEING  
A TRUE AND CORRECT RECORD.

MINUTE No.      .1.24

.....  
**GENERAL MANAGER**

.....  
**MAYOR**