



WARREN SHIRE COUNCIL

ORDINARY MEETING

MINUTES

THURSDAY 7TH DECEMBER 2017

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
Held in Council Chambers, 115 Dubbo Street Warren
on Thursday 7th December 2017 commencing at 8:30 am

Present:

| | | |
|----------------------|--------------|---|
| COUNCILLORS | MJ Quigley | Chair |
| | KL Walker | |
| | MJ Beach | |
| | HJ Druce | |
| | KW Taylor | |
| | RJ Higgins | |
| | KR Irving | |
| | P Serdity | |
| STAFF MEMBERS | G Wilcox | General Manager (GM) |
| | D Arthur | Manager Finance and Administration (MFA) |
| | J Cleasby | Acting Manager Health and Development Services (AMHD) |
| | J Burtenshaw | Executive Assistant (EA) |

APOLOGIES

Apologies were tendered on behalf of Councillor NRF Wilson OAM, Councillor SJ Derrett, Councillor AJ Brewer and Councillor BD Williamson who were absent due to external commitments, and it was **MOVED** Serdity/Higgins that the apologies be accepted and a leave of absence for the members concerned be granted.

Carried
296.12.17

CONFIRMATION OF MINUTES

MOVED Higgins/Taylor that the Minutes of the Ordinary Meeting of Council held on Thursday 26th October 2017 be adopted as a true and correct record of that Meeting.

Carried
297.12.17

NOTICE OF MOTION

Item 1 **Sealing of Nevertire Industrial Area Streets** **(R4-1.55)**

Item 2 **Sealing of Nevertire Streets** **(R4-1.55)**

MOVED Serdity/Druce that Item 1 and Item 2 is deferred to be considered in conjunction with the Acting Manager Health and Development Services Report Item 7.

Carried
298.12.17

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NOTICE OF MOTION

CONTINUED

Item 3 Warren Airport Water Supply (A2-16)

MOVED Taylor/Higgins that:

1. Council revisit the water supply at the Warren Airport, which supplies the business area of the airport; and
2. The Town Services Manager to liaise with Macquarie Valley Ag Services.

Carried
299.12.17

DELEGATES AND COMMITTEES

Item 1 Country Mayors Association of NSW Inc. (C14-5.4)

GM-A
Chk Lst

MOVED Serdity/Irving that Warren Shire Council apply for membership of the Country Mayors Association of NSW Inc. as it provides a forum to meet with government representatives and member councils to listen to and discuss issues that are topical and relevant to local government at a rural and regional level.

Carried
300.12.17

Item 2 LGNSW Conference

MOVED Quigley/Serdity that:

1. The Delegates report on the LGNSW Conference be noted; and
2. Representation through OROC as to Container Legislation and how ineffective it is for rural areas.

GM-A
Chk Lst

Carried
301.12.17

Ewenmar Waste Depot Sunset Committee (C14-3.23)

MOVED Serdity/Druce that the Minutes of the Meeting of the Ewenmar Waste Depot Sunset Committee held on Wednesday 15th November 2017 be received and noted and the following recommendation be adopted:

Item 6.1 & 6.2 Ewenmar Waste Depot Operation Improvements & Landfill Consolidation and Environmental Improvement Grant (C14-3.23)

1. Information to be received and noted;
2. Council to seek quotations from earthmoving contractors for the works to create earth mounds and levelling of the site;
3. Council to seek quotation from JLW Services in relation to the shredding of the Timber and green waste stockpiles;

MHD-A
Chk Lst

MHD-A
Chk Lst

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DELEGATES AND COMMITTEES

CONTINUED

Ewenmar Waste Depot Sunset Committee

Continued

- MHD-A
Chk Lst
4. Council to seek quotations for the erection of additional paper fences at the Ewenmar Waste Depot;
- MHD-A
Chk Lst
5. Council to arrange with contractor for the covering of carcass pit more frequently;
- MHD-A
Chk Lst
6. Council apply for grant funding to offset the improvement costs;
7. The option of an unmanned waste facility be considered and provide appropriate signage; and
- MHD-A
Chk Lst
8. Council undertake a review of Gilgandra Council's operational cost to run the waste facility (cost of setup and cost to operate).

Item 6.3 Return and Earn Scheme (C14-3.23)

1. Information be received and noted;
- MHD-A
Chk Lst
2. Council to create an education program to inform the community on the Return and Earn Scheme; and
- MHD-A
Chk Lst
3. Council to approach Community Groups, Sports Clubs and Schools on establishing donation points within the community.

Item 6.4 Cardboard Recycling (C14-3.23)

1. The information be received and noted; and
- MHD-A
Chk Lst
2. Council to seek quotations from other recycling contractors to assess costs for cardboard recycling at Ewenmar Waste Depot.

Item 7 General Business

Discussions were held on the following: -

- MHD-A
Chk Lst
- That a report be prepared on the tendering of waste/recycling collection services in Warren Shire by February 2018 for budget consideration.
- MHD-A
Chk Lst
- That a report be prepared for tendering of waste depot operations.
 - Scrap steel waste will be collected by a Netwaste contractor as a service they provide to rural Councils.
 - Netwaste is looking at mattress recycling & fee/charges will be subsidised.

**Carried
302.12.17**

Manex (C14-3.4)

MOVED Serdity/Higgins that the Minutes of the Meeting of Manex held on Wednesday, 28th November 2017 be received and noted and the following recommendations be adopted:

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DELEGATES AND COMMITTEES

CONTINUED

Manex

Continued

Item 3 Action Checklist

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

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

That Work Health and Safety information be reviewed and monitored.

Item 5.2 Work Health and Safety Action Plan (S12-14.1)

1. That the updated Health and Safety Plan be adopted by Council; and
2. That 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.

Item 5.3 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.

Item 7 Work Force Vacancies (S12-1)

That Manex note the report and commence recruitment of vacant positions.

**Carried
303.12.17**

Plant Committee (C14-3.8)

MOVED Higgins/Beach that the Minutes of the Meeting of the Plant Committee held on Thursday 30th November 2017 be received and noted and the following recommendations be adopted:

Item 4.1 Plant 49: Supply and Delivery of One (1) 2017 4 x 2 Truck Dual Cab Chassis Minimum 7.5 Tonne GVM (P2-5.36/03)

MES-A
Chk Lst

1. That the information be received and noted;
2. That the tender from Isuzu Australia Limited for the supply and delivery of one (1) 2017 Isuzu NPR75/190 Crew at \$66,674.55 (ex. GST) be recommended to Council for approval.
3. That the quotation from Dave Tucker Welding (trading as Trezini Pty Ltd) for the supply of One (1) tray as specified for \$11,700 (ex. GST) be recommended to Council for approval.
4. That the trade-in option from Isuzu Australia Limited for the purchase of Plant 49 – 2010 Mitsubishi Fuso Truck for \$15,454.55 (ex. GST) be recommended to Council for approval;
5. That Council note the total changeover cost of \$62,920 (ex. GST); and
6. That Council write to all other tenderers and thank them for their tender submission.

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DELEGATES AND COMMITTEES

CONTINUED

Plant Committee

Continued

Item 4.2 Plant 63: Supply and Delivery of One (1) 2017 4 x 2 Truck Dual Cab Chassis Minimum 7.5 Tonne GVM (P2-5.36/04)

MES-A
Chk Lst

1. That the information be received and noted;
2. That the tender from Isuzu Australia Limited for the supply and delivery of one (1) 2017 Isuzu NPR75/190 Crew at \$66,674.55 (ex. GST) be recommended to Council for approval.
3. That the quotation from Dave Tucker Welding (trading as Trezini Pty Ltd) for the supply of One (1) tray as specified for \$11,700 (ex. GST) be recommended to Council for approval.
4. That the trade-in option from Isuzu Australia Limited for the purchase of Plant 63 – 2010 Mitsubishi Fuso Truck for \$15,454.55 (ex. GST) be recommended to Council for approval;
5. That Council note the total changeover cost of \$62,920 (ex. GST); and
6. That Council write to all other tenderers and thank them for their tender submission

Item 4.3 Plant 89: Supply and Delivery of One (1) 2017 AWD Zero Turn Or Rear Wheel Assist Ride-On Mower (P2-5.36/05)

MES-A
Chk Lst

1. That the information be received and noted;
2. That the tender from Toro Australia Group Sales Pty Ltd for the supply and delivery of one (1) 2017 Groundmaster 360 Quad 4WD Mower at \$38,991.62 (ex. GST) be recommended to Council for approval.
3. That the trade-in option from Toro Australia Group Sales Pty Ltd for the purchase of Plant 89 – 2012 Toro 360 4WD Turn Mower for \$10,000 (ex. GST) be recommended to Council for approval;
4. That Council note the total changeover cost of \$28,991.62 (ex. GST); and
5. That Council write to all other tenderers and thank them for their tender submission.

Item 4.4 Plant 72: Supply and Delivery of One (1) 2017 Road Maintenance Unit (Paveline) Emulsion Vessel (P2-5.36/06)

MES-A
Chk Lst

1. That the information be received and noted;
2. That the tender from Paveline International Pty Ltd for the supply and delivery of one (1) 2017 Road Maintenance Unit (Paveline) Emulsion Vessel at \$378,270.91 (ex. GST) be recommended to Council for approval.
3. That the trade-in option from Paveline International Pty Ltd for the purchase of Plant 72 – 2006 Isuzu FVY 1400 Paveline for \$27,272.73 (ex. GST) be recommended to Council for approval; and
4. That Council note the total changeover cost of \$350,998.18 (ex. GST).

**Carried
304.12.17**

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GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

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

**Carried
305.12.17**

Item 2 Committee/Delegates Meetings (C14-2)

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

**Carried
306.12.17**

MORNING TEA

At this point in the meeting, the time being 10.00 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.33 am with all Councillors present.

The Deputy Mayor acknowledged Mr Kerry Jones, Council's new Town Services Manager who joined Councillors for morning tea. The Deputy Mayor welcomed Mr Jones to Warren and wished him a long and successful career with Council.

Item 3 Delivery Program Progress Report (S404(5)) (E4-37)

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

**Carried
307.12.17**

Item 4 Proposed Basin Plan Amendments for the Northern Basin (C12-3.4)

MOVED Beach/Druce that:

1. Council write to Macquarie Food and Fibre to obtain true water figures; and
2. Council write to the Minister for Agriculture and Water Resources and advise that it supports the return of water to the overall basin for agricultural use.
3. Council write to the Murray Darling Basin Commission to request that the stored water as part of the safe storage capacity of Burrendong Dam above 120% be returned to irrigators when such events occur.

**Carried
308.12.17**

GM-A
Chk Lst

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 5 Warren Shire Council Annual Report 2016/2017 (A1-14)

MOVED Druce/Higgins that Council note the Annual Report as posted to Council's website 30th November 2017.

**Carried
309.12.17**

Item 6 Purchase of Industrial Land Silo Road (S1-1.30/5, S1-1.30/6, S1-1.30/7, S1-1.30/8, S1-1.30/9, S1-1.30/10, S1-1.30/11, S1-1.30/13)

MOVED Serdity/Walker for discussion.

**Carried
310.12.17**

MOVED Serdity/Higgins that:

GM-A
Chk Lst
MES-A
Chk Lst
MFA-A
Chk Lst

1. Council not accept Mr Bermingham's offer;
2. Council undertake a clean-up of the lots to allow for a Contamination Free Certificate to be issued; and
4. Council advertise the land for sale.

**Carried
311.12.17**

Item 7 Draft Warren Shire Council Work Force Plan and Strategy (S12-1.1)

MOVED Serdity/Walker for discussion.

**Carried
312.12.17**

MOVED Irving/Serdity that:

GM-A
Chk Lst
GM-A
Chk Lst

1. Council note the Draft Work Force Plan and Strategy;
2. Council displays the Draft Work Force Plan and Strategy for a period of 28 Days to allow the public to make comment; and
3. Council write to the Union Groups and seek comment as to the Draft Workforce Plan and Strategy as required by the Local Government Award.

**Carried
313.12.17**

Item 8 Christmas Function (C4-11)

MOVED Taylor/Druce that Council hold its Christmas function at the Twilight Race meeting on Friday 15th December 2017.

**Carried
314.12.17**

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MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate - October 2017 (B1-10.15)

MOVED Irving/Serdity that the Statements of Bank Balances and Investments as at 31st October 2017 be received and adopted.

**Carried
315.12.17**

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

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

**Carried
316.12.17**

Item 3 Model Code of Conduct Statistics 2016/2017 (A7-6)

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

**Carried
317.12.17**

MANAGER ENGINEERING SERVICES REPORTS

Item 1 Works Progress Report – Roads Branch (C14-7.2)

MOVED Irving/Higgins that the information be received and noted.

**Carried
318.12.17**

Item 2 Works Progress Report – Fleet Branch (C14-7.2)

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

**Carried
319.12.17**

ACTING MANAGER HEALTH AND DEVELOPMENT'S REPORTS

Item 1 Development Application Approvals (B4-9)

MOVED Taylor/Druce that the information be received and noted

**Carried
320.12.17**

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ACTING MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

Item 2 Sporting and Cultural Centre Report (S21-2)

MOVED Irving/Higgins that the information be received and noted.

**Carried
321.12.17**

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 two (2) items of the business paper.

Item 3 Information Centre Record for the Month of October 2017 (T4-6.1)

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

**Carried
322.12.17**

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

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

**Carried
323.12.17**

Item 5 Water Safety (S19-2, I2-4.1/1)

MOVED Irving/Serdity that:

1. The information be received and noted; and
2. Council to implement a Risk Management Plan for aquatic locations within the local government area.

MHD-A
Chk Lst

**Carried
324.12.17**

Item 6 Housing Project (S12-1)

MOVED Walker/Beach for discussion.

**Carried
325.12.17**

MOVED Druce/Higgins that:

1. Council call for tenders for the construction of two (2) dwellings in Gunningba Estate, Warren; and
2. Council staff to select the most appropriate blocks and remove them from sale.

MHD-A
Chk Lst

**Carried
326.12.17**

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ACTING MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

Item 7 Sealing of Gunningbar and Narromine Streets, Nevertire (R4-1.55)

MOVED Druce/Serdity for discussion and incorporate Notice of Motion 1 and 2.

Carried
327.12.17

MOVED Serdity/Druce that:

1. The information be received and noted;
- MFA-N 2. Council include the construction and seal of Gunningbar, Cremorne and Narromine Streets in the Industrial Area at Nevertire in the 2018/19 Estimates.
- MFA-N 3. Council work towards sealing all the streets in Nevertire incorporating a Traffic Management Plan for heavy vehicles in the 2018/19 Estimates, with a preference to start on the Gunningbar, Cremorne and Narromine Streets in the Industrial Area at Nevertire; and.
- MHD-A 4. Council reply to the letters by Nevertire residents and advise of this outcome.

Chk Lst

Carried
328.12.17

GENERAL BUSINESS

- GM-A 1. The General Manager to arrange for Santos to visit Council or a visit to the Narrabri site to look at the process being undertaken.

Chk Lst

The General Manager to seek further information from Santos on the Narrabri Gas Project.

2. Warren Airport Committee

MES-A
Chk Lst

MOVED Taylor/Druce that Council call for nominations for membership on the Warren Airport Committee in accordance with the Committee Constitution and that Councillor Williamson is appointed as Council's representative.

Carried
329.12.17

3. Collie Meeting with Residents

GM-A
Chk Lst

MOVED Serdity/Walker that Council move its February Council Meeting to Collie and advertise the date and venue.

Carried
330.12.17

GM-A
Chk Lst

4. Council to write a letter of appreciation to Kevin Humphries MP to acknowledge the support he has given in the recent successful funding of Wonbobbie Bridge replacement, Macquarie Park Revitalisation and Warren Pathways and Cycleways projects.

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QUESTIONS WITHOUT NOTICE

By Councillor Quigley

- MFA-N 1. Councillor Quigley outlined the use of iPads for business papers and meetings. **MOVED** Quigley/Taylor that Council consider the purchase of iPads for Councillors in the 2018/19 Budget.

Carried
331.12.17

2. Councillor Quigley asked that the outside lighting of the carpark at the Warren Sporting and Cultural Centre could be placed on the agenda for the next Sporting Facilities Committee Meeting.
3. Councillor Quigley thanked Councillor Walker for being able to represent Council at the Warren Central School Presentation Night tonight, 7th December 2017.
4. Councillor Quigley advised that the St Mary's Presentation Night is next Tuesday 12th December 2017. Councillor Irving informed Council that she can attend if Councillor Williamson is unavailable.
5. Councillor Quigley requested if the scheduled Town Improvement Committee Meeting could be moved from the 16th January 2018 to the 31st January 2018. The General Manager advised he would make the change to the meeting schedule to reflect this.

By Councillor Walker

1. Councillor Walker expressed her disappointment that there was no Councillor representative at the Western Slopes Pipeline Community Consultation Committee. Councillor Beach advised he had been an apology and he wasn't aware he had an alternate delegate of Councillor Higgins for the meeting.

By Councillor Irving

1. Councillor Irving enquired into what support could Council provide in a domestic violence issue. To be raised at the next Interagency Meeting.
2. Councillor Irving advised she had attended a Western Slopes Pipeline public meeting at Coonamble. APA did not attend to discuss breaches of access right. This meeting followed the Community Consultative Meeting.

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QUESTIONS WITHOUT NOTICE

CONTINUED

By Councillor Serdity

MHD-A
Chk Lst

1. Councillor Serdity advised that the pothole on the corner near the old shop has opened up again.
2. Councillor Serdity enquired if Council had received a response to their letter regarding the trees in the Nevertire truck stop. The General Manager advised that no advice had been received.
3. Councillor Serdity requested if the overgrown land in Nevertire could be slashed. The Ranger is to undertake an inspection and follow up.
4. Councillor Serdity advised that at the recent North Western Library Co-Operative Meeting she was elected back as Chairperson and Councillor Irving was appointed on the Executive Committee.
5. Councillor Serdity advised that she and the Librarian had attended the 2017 Switch Conference at Penrith 21-24 November 2017, with a Delegates report to be presented to Council's January Meeting. The 2018 Conference will be held in Coffs Harbour.

There being no further business the meeting closed at 12.45 pm.

**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 25TH JANUARY 2018 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. 2.1.18

.....
GENERAL MANAGER

.....
DEPUTY MAYOR