

WARREN SHIRE COUNCIL

ORDINARY MEETING

MINUTES

THURSDAY 23RD MARCH 2017

WARREN SHIRE COUNCIL
Minutes of the Ordinary Meeting of Council
Held in Council Chambers, 115 Dubbo Street Warren
on Thursday 23rd March 2017 commencing at 8.30 am

Present:

COUNCILLORS NRF Wilson OAM Chair

MJ Quigley

KL Walker

BD Williamson

KW Taylor

SJ Derrett

RJ Higgins

KR Irving

10.00 am

AJ Brewer

P Serdity

STAFF MEMBERS

A Wielinga

General Manager

D Arthur

Manager Finance and Administration

M Stephens

Manager Health and Development Services

L Morgan

Manager Engineering Services

T Wark

Water and Sewer Manager

D McCloskey

Operations Manager

APOLOGIES

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

Carried
60.3.17

CONFIRMATION OF MINUTES

MOVED Serdity/Derrett that the Minutes of the Ordinary Meeting of Council held on Thursday 23rd February 2017 be adopted as a true and correct record of that Meeting.

Carried
61.3.17

DELEGATES AND COMMITTEES

Item 1 NSW Public Libraries Association – Central West Zone Meeting

(L2-7)

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

Carried
62.3.17

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DELEGATES AND COMMITTEES

CONTINUED

Manex (C14-3.4)

MOVED Wilson OAM/Taylor that the Minutes of the Meeting of Manex held on Tuesday, 14th February 2017 be received and noted.

Carried
63.3.17

Ewenmar Waste Depot Sunset Committee Meeting (C14-3.2)

MOVED Serdity/Walker that the Minutes of the Ewenmar Waste Depot Sunset Committee Meeting held on Thursday, 2nd March 2017 be received and noted

Carried
64.3.17

Water Supply and Sewerage Steering Committee (C14-3.18)

MOVED Williamson/Walker that the Minutes of the Meeting of the Water Supply and Sewerage Steering Committee held on Thursday 9th March 2017 be received and noted and the following recommendations be adopted:

Item 2.2 Mechanical and Electrical Fit Out of the New Collie Bore Plus Installation of a New Rising Main from the New Bore to Collie (W4-7)

MES-A
Chk Lst

That:

1. The information be received and noted;
2. Under the provisions of the Local Government Act Sec 55 (3) (i) due to the extenuating circumstances Council proceed and seek a quotation from Thompsons Irrifab to undertake the rising main works from Collie bore site to Collie.

Item 3 General Business

Councillor Williamson requested that future meetings be held on a Tuesday rather than a Thursday.

Carried
65.3.17

Plant Committee (C14-3.8)

MES-A
Chk Lst

MOVED Brewer/Higgins that the Minutes of the Plant Committee held on Thursday 16th March 2017 be received and noted and the following recommendations be adopted:

Item 4.1 15 Year Plant Replacement Program (P2-1, P2-5.33)

Allowing for budget constraints that the proposed 15 Year Plant Replacement Program as listed in the above report, be adopted by Council.

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DELEGATES AND COMMITTEES

CONTINUED

Plant Committee

Continued

Item 4.2 2017/18 Plant Replacement Program (P2-1)

That allowing for budgetary constraints the 2017/18 Plant Replacement Program as listed in the report be adopted

Item 4.3 Plant Replacement - Plant 23 (P2-1)

That the replacement of Plant 23 be undertaken in the 2016/17 budgetary year and funds be brought forward from the 2017/18 Plant Replacement Program.

Item 4.4 Plant Replacement Plant 242 (P2-1)

That the Committee consider other vehicle types i.e. SUV for the replacement of Plant 242

Item 4.5 Plant Replacement - Plant 233 (P2-1)

That the Committee consider other vehicle types i.e. SUV for the replacement of Plant 233

**Carried
66.3.17**

POLICY

Item 1 Related Party Disclosures Policy (A7-14)

EA-A
Chk Lst

MOVED Serdity/Brewer that Council adopt the draft – Related Party Disclosure Policy to comply with the requirements of Accounting Standard AASB 124.

**Carried
67.3.17**

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

EA-A

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

**Carried
68.3.17**

Item 2 Committee/Delegates Meetings (C14-2)

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

**Carried
69.3.17**

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GENERAL MANAGER'S REPORTS

CONTINUED

GM-A
Chk Lst

Item 3 Community Strategic Plan "Warren Shire 2027" (A7-4.1/1)

MOVED Derrett/Quigley that:

1. The information be received and noted; and
2. The final draft of the 'Warren Community Strategic Plan 2027' be placed on public display for a period of 28 days seeking further comment.

**Carried
70.3.17**

Item 4 Closed Circuit TV (CCTV) Trial (L7-1.5)

GM-A
Chk Lst

MOVED Taylor/Williamson that:

1. The information be received and noted; and
2. Council accept the quotation from Simtec for Option 1 - Fit and supply 4 Avigilon 3 megapixel cameras, server, network equipment including software and 6 metre pole in the amount of \$29,625.00 and this be funded from Council's Infrastructure Replacement Internal Restriction; and
3. The draft of the Warren Shire Council Code of Practice Closed Circuit Television System be placed on public display for a period of 28 days seeking community comment.

**Carried
71.3.17**

MORNING TEA

At this point in the meeting, the time being 10.15 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.45 am with all Councillors present.

Item 5 RiverSmart (C12-3.5)

GM-A
Chk Lst

MOVED Serdity/Higgins that:

1. The information be received and noted; and
2. A meeting to be held between Bill Phillips, CEO of RiverSmart, Mayor, Councillor Wilson OAM, Chair of the Town Improvement Committee, Councillor Taylor and Chair of the Economic Development Committee, Councillor Quigley along with Council's General Manager and Economic Development Officers.

**Carried
72.3.17**

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MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – February 2017 (B1-10.15)

MOVED Williamson/Taylor that the Statements of Bank Balances and Investments as at 28th February 2017 be received and adopted.

Carried
73.3.17

Item 2 Statement of All Outstanding Rates as at 9th March 2017 (R1-4)

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

Carried
74.3.17

Item 3 Alcohol Free Zones (L7-1.2)

MFA-A
Chk Lst

MOVED Taylor/Williamson that:

1. That Council note one positive response was received from NSW Police supporting Council in renewing the Alcohol Free Zone within the Warren Town Levee, and
2. Council resolve to renew the Alcohol Free Zone within the Warren Town levee commencing 27th March 2017 for a four (4) year period and that the zone applies 24 hours per day.

Carried
75.3.17

Item 4 Fire & Emergency Services Levy (FESL) (E6-14)

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

Carried
76.3.17

Item 5 New Land Values Base Date 1st July 2016 (V3-1)

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

Carried
77.3.17

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MANAGER ENGINEERING SERVICES REPORTS

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

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

**Carried
78.3.17**

Item 2 Works Progress Report – Water & Sewerage (C14-7.2)

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

**Carried
79.3.17**

Item 3 Works Progress Report – Town Services (C14-7.2)

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

**Carried
80.3.17**

Item 4 Works Progress Report – Fleet Branch (C14-7.2)

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

**Carried
81.3.17**

Item 5 Traffic Information (T5-4)

No report this month.

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MANAGER ENGINEERING SERVICES REPORTS

CONTINUED

Item 6 Kerb and Gutter Renewal Program

(R4-1.70)

MFA – N **MOVED** Irving/Williamson that:

1. A budget of \$60,000 be allocated to the “Kerb and Gutter Renewal Program”; and
2. The proposed kerb and gutter renewal program as shown in the Table below be adopted.

Street	Side	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27
Starting Budget		\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$ 60,000
Restricted funds		\$90,000	\$150,000	-\$30,000	\$30,000	-\$30,000	\$30,000	-\$30,000	\$30,000	\$0	\$ 60,000
Total Budget		\$150,000	\$210,000	\$30,000	\$90,000	\$30,000	\$90,000	\$30,000	\$90,000	\$60,000	\$120,000
Pittman Pde	E								\$90,000		
Boss Ave	NE				\$60,000						
Boss Ave	SW				\$60,000						
Oxley Pde	E						\$60,000				
Oxley Pde	W						\$60,000				
Readford St	NW		\$120,000								
Readford St	SE		\$120,000								
Roland St	E										\$60,000
Roland St	W										\$60,000
Total Expenditure		\$0	\$240,000	\$0	\$120,000	\$0	\$120,000	\$0	\$90,000	\$0	\$120,000
Put to Restricted Fund		\$150,000	-\$30,000	\$30,000	-\$30,000	\$30,000	-\$30,000	\$30,000	\$0	\$60,000	\$0

**Carried
82.3.17**

Item 7 Playground Equipment Replacement Program

(P1-4)

MFA - N **MOVED** Derrett/Williamson that:

1. Council continue to allocate \$25,000 per annum to the “Playground Equipment Replacement Program”
2. That the following program of works for renewal/upgrade of park facilities be endorsed:

Park	Facilities to be Renewed	17/18	18/19	19/20
Carter Oval	New equipment	\$ 20,000		
Carter Oval	Softfall	\$ 30,000		
Carter Oval	Shade cover	\$ 10,000		
Lions Park	New equipment			\$ 20,000
Nevertire Park	Softfall		\$ 30,000	
Ravenswood Park	Softfall		\$ 30,000	
Totals		\$60,000	\$ 60,000	\$20,000

**Carried
83.3.17**

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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

- Item 6 Development Application (P16-16.19)**
Extension to Workshop
Lots 13, 14 & 18 DP746672
Arthur Butler Drive, Warren

At this point in the meeting, the time being 11.38 am Councillor Taylor declared an interest and left the meeting and was not in sight of the meeting room.

MHD-A
Chk Lst

MOVED Quigley/Irving that:

- 1) The information be received and noted; and
- 2) Development Application P16-17.09 for the extension of the workshop located at Lot 13, 14 & 18 DP746672 Arthur Butler Drive, Warren is approved with the following conditions subject to nil submissions in the form of objections being received;

Conditions prescribed by the *Environmental Planning and Assessment Regulation 2000*

1. The work must be carried out in accordance with the requirements of the Building Code of Australia.

Reason: Statutory requirement.

Conditions imposed by Council

2. A sign must be erected in a prominent position on the site:
 - showing the name, address and telephone number of the principal certifying authority for the work, and
 - showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
 - stating that unauthorised entry to the work site is prohibited.

Any such sign is to be maintained while the building work is being carried out, but must be removed when the work has been completed.

Reason: Statutory requirement.

3. The development is to be undertaken in accordance with the plans submitted with the application and as modified by these conditions of consent.

Reason: To confirm and clarify the terms of this consent.

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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

Item 6 Development Application Continued
Extension to Workshop
Lots 13, 14 & 18 DP746672
Arthur Butler Drive, Warren

10. Filling shall not be placed in such a manner that natural drainage from adjoining land will be obstructed.

Reason: To ensure that filling placed on land does not affect natural drainage.

11. Fill shall not be placed on land in such a manner that surface water will be diverted to adjoining land.

Reason: To ensure that the works do not result in water being diverted onto adjoining land.

12. Any excavation/fill is to be suitably retained.

Reason: To ensure the stability of the site and adjoining properties.

13. Suitable measures are to be in place at all times to ensure buildings on adjoining land are protected from damage as a result of the carrying out of the development.

Reason: To ensure adjoining property is adequately protected.

14. Suitable measures are to be put into place on site to prevent the tracking of any mud, soil, gravel or other such materials onto the road by vehicles travelling onto and off the site.

Reason: To ensure traffic safety is not compromised.

15. Damage done to any footpath, kerb and gutter, driveway crossing, drain or the like caused by the applicant during the course of construction works shall be made good **prior to occupation or use of the development.**

Reason: To ensure public safety is not compromised.

16. Prior to the issue of an occupation certificate a "Works as Executed" drainage diagram must be submitted to Council showing the layout of the sewerage drainage and stormwater drainage works.

Reason: To ensure a record of the internal drainage layout is maintained by Council.

Carried
88.3.17

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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

**Item 6 Development Application
 Extension to Workshop
 Lots 13, 14 & 18 DP746672
 Arthur Butler Drive, Warren**

Continued

ADVISORY NOTE

Dial Before You Dig

Underground assets may exist in the area that is subject to your application. In the interests of health and safety and in order to protect damage to third party assets please contact Dial before you dig at www.1100.com.au or telephone on 1100 before excavating or erecting structures (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before You Dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

Telecommunications Act 1997 (Commonwealth)

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the Criminal Code Act 1995 (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact Telstra's Network Integrity Team on Phone Number 1800810443.

Under the provisions of the Local Government 1993 as amended Section 375A(3) a division was called.

FOR	AGAINST
Councillor Wilson OAM	Nil
Councillor Serdity	
Councillor Brewer	
Councillor Irving	
Councillor Derrett	
Councillor Higgins	
Councillor Williamson	
Councillor Walker	
Councillor Quigley	

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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

Item 6 Development Application
Extension to Workshop
Lots 13, 14 & 18 DP746672
Arthur Butler Drive, Warren

Continued

Fire Safety Schedule

Clause 168 of the Environmental Planning and Assessment Regulation 2000

Identification of Building	Property Address:	Lot 13, 14 & 18 DP746672, Arthur Butler Drive, Warren
	Owners Name and Address:	Lefson Investments PO BOX 318 WARREN NSW 2824
	Lot & Deposited Plan Number:	Lot 13, 14 & 18 DP746672
	Building Class:	8

Essential Fire Safety Measure	Min Standard of Performance	
	Design and Installation	Maintenance
Fire safety and emergency evacuation procedure	AS3745	To be practiced at periodic intervals in accordance with procedure
Exit travel distances	D1.4c (NCC)	No point on a floor must be more than 20 m from an exit, or a point from which travel in different directions to 2 exits is available, in which case the maximum distance to one of those must not exceed 40m
Portable fire extinguishers	NCC E1.6 AS2444, AS1841	AS1851 To be maintained in accordance with original installation standard
Emergency lighting	NCC E4.2 and E4.4 AS/NZ2293.1	AS2293.2
Exit signs	NCC E4.5 and E4.6 & E4.8 AS2293.1	AS2293.2
Swinging Doors	NCC D2.20	A swinging door must swing in the direction of egress (outwards)

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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

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**Item 6 Development Application
Extension to Workshop
Lots 13, 14 & 18 DP746672
Arthur Butler Drive, Warren**

Continued

Operation of latch	NCC D2.21	A door must be readily openable without a key from the side that faces a person seeking egress, by a single hand downward action of pushing action on a single device which is located between 900mm and 1100mm from the floor
Fire Hose Reel	NCC E1.4	AS 2441



EXISTING SITE PLAN

WARREN SHIRE COUNCIL

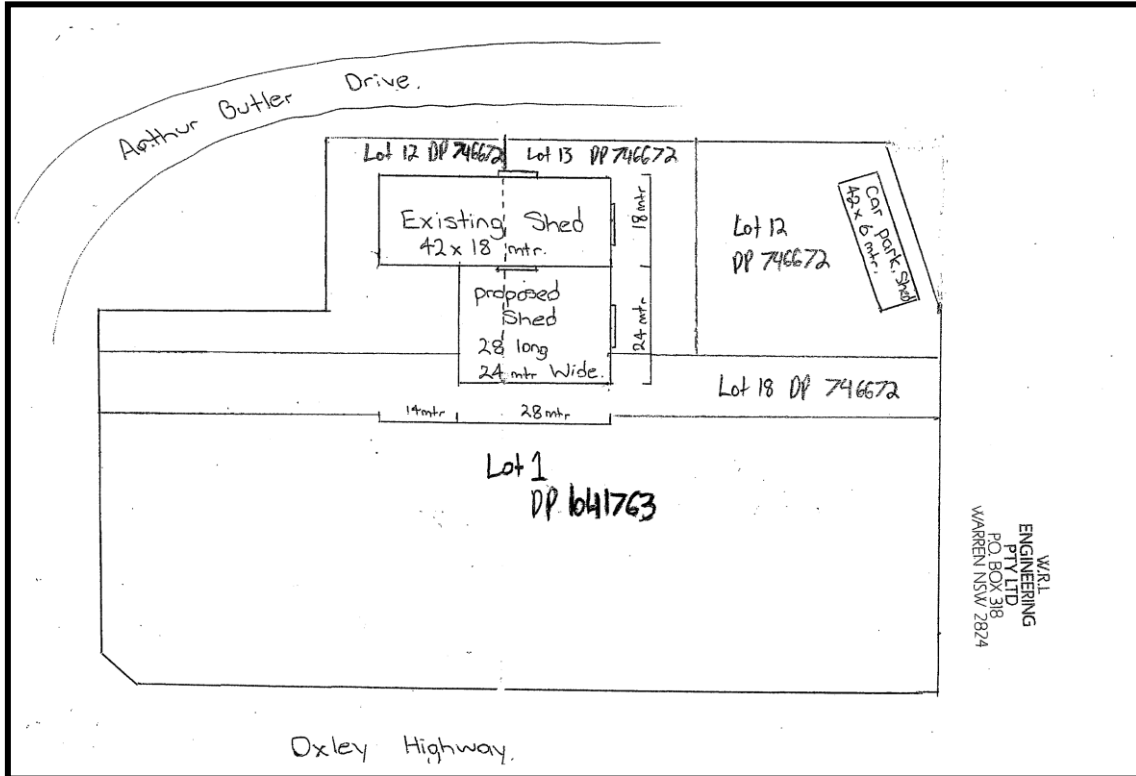
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MANAGER HEALTH AND DEVELOPMENT'S REPORTS

CONTINUED

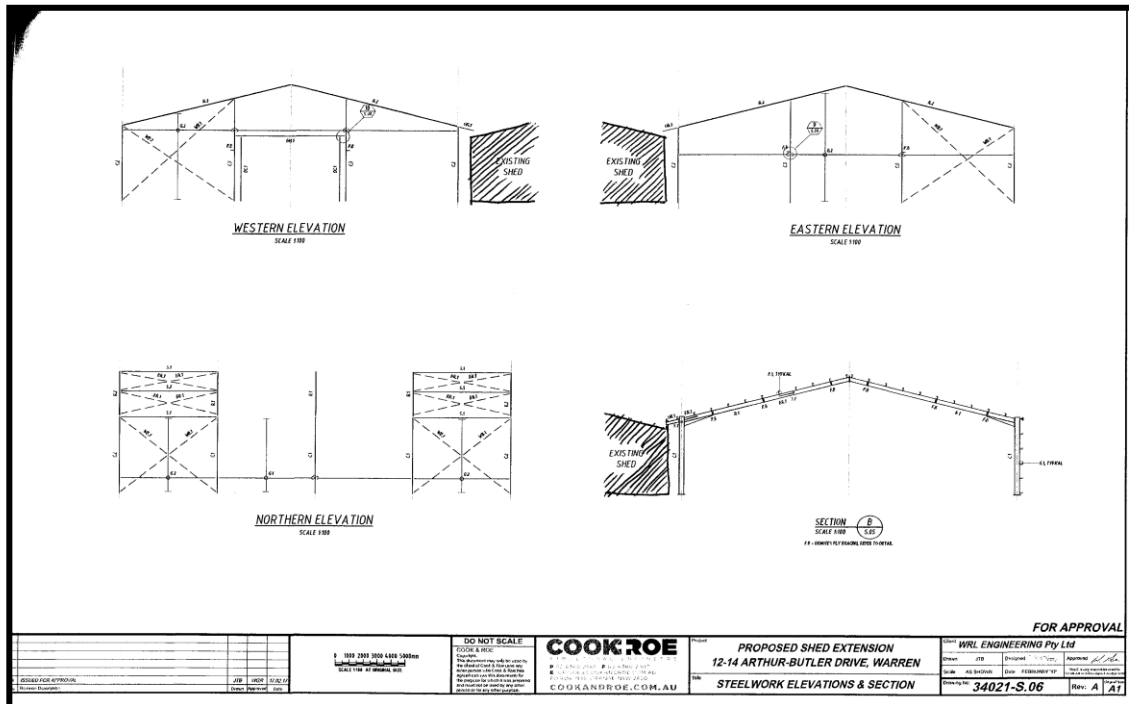
Item 6 Development Application
 Extension to Workshop
 Lots 13, 14 & 18 DP746672
 Arthur Butler Drive, Warren

Continued



WARL
 ENGINEERING
 PTY LTD
 P.O. BOX 318
 WARREN NSW 2824

PROPOSED EXTENSION SITE PLAN



DO NOT SCALE COOK & ROE 1 1800 2300 3000 4100 5400 www.cookandroe.com.au SCALE 1:100 AS SHOWN		FOR APPROVAL COOK & ROE PROPOSED SHED EXTENSION 12-14 ARTHUR-BUTLER DRIVE, WARREN STEELWORK ELEVATIONS & SECTION DATE: 23/03/17 DRAWN: JWP CHECKED: JWP DATE: 23/03/17		FOR APPROVAL WARL ENGINEERING PTY LTD DATE: 23/03/17 DRAWN: JWP CHECKED: JWP DATE: 23/03/17 DRAWING NO: 34021-S.06 REV: A AT	
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PROPOSED EXTENSION ELEVATION

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At this point in the meeting the time being 11.40 am, Councillor Taylor returned to the meeting room.

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 on the 25th February 2017, he had attended the 50 Years of Rotary in Warren function.
- * The Mayor advised that on the 1st March 2017, he had attended a NSW Farmers Meeting, followed by a Business Week function that had Mr Sam Bailey as a motivational speaker.
- * The Mayor advised that on the 10th March 2017, himself and the General Manager had attended the OROC Board Meeting followed by the launch of the Regional Platters – Connecting Our Products with People Guide.
- * The Mayor advised that the Trakmaster Annual Get Together was currently being held in Warren. A Welcoming Dinner was held on Wednesday 22nd March 2017 and Councillors were invited. This event sees 85 Trakmaster Caravans and approximately 170 people in Warren for the week. The Mayor expressed appreciation to all involved in getting this event to Warren; namely Councillor Sarah Derrett (who made first contact when she was Council's EDO) and made special mention to Jody Burtenshaw, Robbie Hunt, Alison Ruskin Rowe and Emma Welsh.

The Mayor also acknowledged the hospitality displayed by the people within the community to the visitors, by going out of their way to show them various highlights of our Shire.

- * The Mayor reminded Councillors of the NSW Police Community Safety Precinct Meeting to be held at 2.30 pm today.
- * The Mayor advised that on the 27th March 2017, he would be having a meeting on behalf of OROC with the Minister for Emergency Services on the National Disaster Relief and Recovery Arrangements.
- * The Mayor advised that on the 28th March 2017, there would be a meeting with Infrastructure NSW Regional Co-Ordinator and Department of Premier and Cabinet on freight and transport issues.

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CONFIDENTIAL ITEM

CONTINUED

MOVED Serdity/Quigley that the press and the public and all Council staff except the Manager Finance and Administration and the Executive Assistant to the Mayor and General Manager be excluded from the Committee of the Whole.

Carried
90.3.17

At this point in the meeting, the time being 12.10 pm, Councillor Irving requested and was given a leave of absence and left the meeting room and took no further part in the meeting.

At this point in the meeting, the time being 12.13 pm, the Manager Finance and Administration left the meeting room and took no further part in the meeting.

RESUMPTION OF ORDINARY MEETING

MOVED Taylor/Williamson that Council resume the Ordinary meeting of Council at 12.34 pm.

Carried
91.3.17

ADOPTION OF RECOMMENDATIONS OF CONFIDENTIAL COMMITTEE OF THE WHOLE

MOVED Higgins/Brewer that:

1. Council accepts with regret the information from the General Manager, Mr Ashley Wielinga of his pending retirement from July 2017;
2. Council extends its appreciation for 27 years of committed, exemplary service to the Warren Shire Council in the position of Accountant initially, progressing to Deputy Shire Clerk and on to Manager Finance and Administration and for the past 19 years as General Manager;
3. Council wishes Ashley and Diane all the very best on their move to Dubbo;
4. Council engage LGNSW Management Services to advise on all aspects of recruiting a General Manager; and
5. A Sub-Committee consisting of the Mayor, Deputy Mayor, Councillor Serdity and Councillor Taylor be formed to assist LGNSW Management Services in the preparation of a package and the advertising for a new General Manager.

Carried
92.3.17

There being no further business the meeting closed at 12.36 pm.

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**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 27TH APRIL 2017 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. 94.04.17

.....
GENERAL MANAGER

.....
CHAIRMAN