



ORDINARY MEETING

MINUTES

THURSDAY 24TH MAY 2018

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
Held in Council Chambers, 115 Dubbo Street Warren
on Thursday 24th May 2018 commencing at 8:30 am

Present:

COUNCILLORS NRF Wilson OAM Chair
MJ Quigley
KL Walker
MJ Beach
BD Williamson
SJ Derrett
RJ Higgins
KR Irving
AJ Brewer
P Serdity

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

APOLOGIES

Apologies were tendered on behalf of Councillor KW Taylor and Councillor HJ Druce 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
110.5.18

CONFIRMATION OF MINUTES

MOVED Serdity/Beach that the Minutes as amended of the Ordinary Meeting of Council held on Thursday 26th April 2018 be adopted as a true and correct record of that Meeting.

Carried
111.5.18

DELEGATES AND COMMITTEES

Item 1 **Association Mining and Energy Related Councils (NSW) Inc. (C14-5.4)**

MOVED Irving/Derrett that Council join the Association Mining and Energy Related Councils (NSW) Inc.

Carried
112.5.18

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DELEGATES AND COMMITTEES

CONTINUED

Item 2 Warren Interagency Support Services (C3-9)

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

**Carried
113.5.18**

Manex (C14-3.4)

MOVED Wilson/Irving that the Minutes of the Meeting of Manex held on Tuesday, 15th May 2018 be received and noted and the following recommendations be adopted:

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

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

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

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

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

That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed and their status monitored and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.

Item 7 Work Force Vacancies (S12-1)

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

Item 9 Governance Review (P13-1)

1. That senior staff develop the policies and procedures as listed and workshop these with Councillors prior to submission to Council; and
2. That a table be included each Manex business paper to identify policies and procedure actions.

Item 10 Development Assessment Internal Audit Tool (P15-10)

Council implement changes to its Development Application assessment processes in line with the recommendations of the Internal Audit Tool including:

- Council to prepare policy setting out nature of limitations on the pre-lodgement advice it provides.
- Council implements appropriate summary documentation to be provided to potential applicant or their representatives.
- Develop standard application forms for minor and major amendments to Development Consent.
- Council to place SEPP 1 reference table on company website for general public reference.

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DELEGATES AND COMMITTEES

CONTINUED

Manex

Continued

- Development of policy outlining when external experts are to submit documentation for assessment purposes.
- Development of checklist outlining any required documentation required for assessment.
- Review of Community Awareness Policy to reflect SEPP 1 provisions.
- Council delegation's policy has provisions relating to requirements for SEPP1 variations over 10% to be determined by the full Council.

Carried
114.5.18

At this point in the meeting, the time being 8.50 am the Mayor welcomed Mr Phil Leman to the meeting to make a presentation to Council on Item 4 of the General Manager's report and it was **MOVED** Quigley/Serdity to suspend standing orders.

Carried
115.5.18

The Mayor thanked Mr Leman for his presentation.

The Mayor welcomed to the meeting some of the Council staff from the Town Services Section of the Engineering Department.

The Mayor expressed his appreciation and acknowledged those staff who contributed most to the presentation of the Victoria Park at the recent NSW Country Rugby Carnival. Councillors unanimously thanked staff for the work and success of the carnival namely; Darren Clark, Steve Bolton, Trevor Hall, Marshall Williams, Greg Allan, Michael George, Luke O'Neill, Michael Godson and Earl Greenaway.

Councillor Quigley also expressed his appreciation and thanks and said what a fabulous result and that many people have expressed positive vibes of the presentation of the Victoria Park area and of Warren.

RESUMPTION OF ORDINARY MEETING

MOVED Serdity/Brewer that Council resume the Ordinary meeting of Council at 9.08 am.

Carried
116.5.18

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POLICY

Item 1 Warren Shire Council Water Carters Policy (P13-1, W1-1)

MHD-A
Chk Lst **MOVED** Derrett/Irving that:

1. The Water Carters Policy be placed on public display as required by the Local Government Act 1993; and
2. Subject to no significant public responses requiring a change to the policy, that the policy be adopted.

**Carried
117.5.18**

GENERAL MANAGER’S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

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

**Carried
118.5.18**

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

Item 2 Committee/Delegates Meetings (C14-2)

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

**Carried
119.5.18**

Item 3 Councillor Strategic Planning Workshops (C14-5.4)

MOVED Serdity/Brewer that Council adopt the Workshop Dates to allow Strategic planning for Council activities:

- 13th June - Policies and governance;
- 11th July - Plant and budget changes;
- 8th August – Planning;
- 12th September – Governance;
- 10th October - Quarterly Budget review and works program; and
- 9th January - Quarterly Budget review and works program.

**Carried
120.5.18**

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 4 Request to Review Council Decision (D3-1.4)

MOVED Williamson/Walker for discussion.

**Carried
121.5.18**

GM-A
Chk Lst

MOVED Serdity/Derrett that Council provide support for an application to seek grant funding to develop a Business Plan to look at the development of a Museum/Art Gallery/multi-purpose building in Warren.

**Carried
122.5.18**

Item 5 Joint Organisation Proclamation (L5-16.3)

MOVED Derrett/Irving that Council note the Local Government (Regional Joint Organisations) Proclamation 2018.

**Carried
123.5.18**

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

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

MOVED Serdity/Irving that the Statements of Bank Balances and Investments as at 30th April 2018 be received and noted.

**Carried
124.5.18**

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

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

**Carried
125.5.18**

Item 3 2018/2019 Operational Plan & Estimates (E4-38)

MOVED Quigley/Walker that:

1. Council note the submissions received during the advertising period of the Draft 2018/2019 Operational Plan & Estimates and advise the respondents that no alterations to the rates and charges will be made; and
2. Council adopt the 2018/2019 Operational Plan and Estimates with the inclusion of the proposed General Fund Loan of \$750,000 for the swimming pool upgrade.

**Carried
126.5.18**

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS CONTINUED

Item 4 Sale of Industrial Land in Nevertire (S1-1.40/1)

DMFA-A
Chk Lst

MOVED Serdity/Walker that:

1. That Council accept the offer from GloBird Energy P/L to purchase Lots 3, 4 and 9 DP 861185 Nevertire in the total amount of \$42,000.00 (Ex GST);
2. All costs associated with the sale and transfer of land to be paid by GloBird Energy; and
3. Authority be given to affix Council's Seal to all associated documents in relation to the sale.

**Carried
127.5.18**

MORNING TEA

At this point in the meeting, the time being 10.00 am, Council adjourned for the Biggest Morning Tea at Mrs Patty Plunkett's home.

RESUMPTION

The meeting resumed at 10.55 am.

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

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

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

**Carried
128.5.18**

ACTING MANAGER HEALTH AND DEVELOPMENT'S REPORTS

Item 1 Development Application Approvals (B4-9)

MOVED Derrett/Higgins that the information be received and noted

**Carried
129.5.18**

Item 2 Council Chambers Development Project (C17-3.25)

MOVED Quigley/ for discussion.

**Carried
130.5.18**

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QUESTIONS WITHOUT NOTICE

By Councillor Quigley

1. Councillor Quigley advised that the NSW Country Rugby Championship Committee were appreciative of the works undertaken by Council staff and he further noted the substantial economic flow on effect to local businesses.

By Councillor Walker

1. Councillor Walker gave an overview on yesterday's meeting in Narrabri concerning coal seam gas and advised that Jenny Brockie from Insight SBS was in attendance with a segment being televised next Tuesday at 8.30 pm.

By Councillor Beach

1. Councillor Beach commented on the success of the Rugby Championships held in Warren asked if a letter could be sent to the NRL and others to suggest Warren for sporting events.
2. Councillor Beach advised he would be an apology for the 28th June 2018 Council Meeting.

By Councillor Derrett

1. Councillor Derrett acknowledged the work Council's Economic Development Officers have been doing with submissions and grants and expressed her thanks to them.

By Councillor Irving

1. Councillor Irving advised that students from Warren were represented at the Far West CWA Speaking Competition and their success.

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QUESTIONS WITHOUT NOTICE

CONTINUED

By Councillor Brewer

1. Councillor Brewer enquired about the garbage trucks from other council areas driving through town.

The Divisional Manager Engineering Services advised that these vehicles would be going to Gilgandra to deliver to the recycling centre.

2. Councillor Brewer enquired about funerals being held in hot conditions and was it possible to set up chairs for these funerals?

The General Manager advised that this was the responsibility of the undertakers and families should make arrangements with them. Council does have a shade structure for use at the Warren Cemetery.

By Councillor Serdity

1. Councillor Serdity expressed her thanks to the council staff who undertook the clean-up of around Nevertire and the gardens. It looks great.

2. Councillor Serdity advised that the long garden near the Café needs better soil, the irrigation system repaired and some new plants.

3. Councillor Serdity clarified that the water issues at Nevertire may be because of old gal pipes.

The Divisional Manager Engineering Services advised that this may be more of an internal problem, as they aren't a lot of gal pipes left around Nevertire.

4. Councillor Serdity enquired if the old water pipes in drains need review in cold weather to stop breaks.

There being no further business the meeting closed at 12.25 pm.

**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 28TH JUNE 2018 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. 136.06.18

GENERAL MANAGER

MAYOR