



ORDINARY MEETING

MINUTES

THURSDAY 24TH JANUARY 2019

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
Held in Council Chambers, 115 Dubbo Street Warren
on Thursday 24th January 2019 commencing at 8:30 am

Present:

COUNCILLORS MJ Quigley Chair
HJ Druce
BD Williamson
KW Taylor
SJ Derrett
KR Irving
AJ Brewer
P Serdity

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

APOLOGIES

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

**Carried
1.1.19**

CONFIRMATION OF MINUTES

MOVED Irving/Serdity that the Minutes of the Ordinary Meeting of Council held on Thursday, 6th December 2018 be adopted as a true and correct record of that Meeting.

**Carried
2.1.19**

DELEGATES AND COMMITTEES

Item 1 Warren Interagency Support Services (C3-9)

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

**Carried
3.1.19**

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DELEGATES AND COMMITTEES

CONTINUED

Economic Development Committee

(C14-3.22)

MOVED Derrett/Williamson that the Minutes of the Economic Development Committee held on Wednesday 12th December 2018 be received and noted.

**Carried
4.1.19**

Warren Sporting Facilities Committee

(C14-3.18)

MOVED Williamson/Taylor that the Minutes of the Meeting of the Warren Sporting Facilities Committee held on Wednesday, 19th December 2018 be received and noted and the following recommendation be adopted:

Item 4.1 Tender for the Construction of the Outdoor Netball and Basketball Courts

That Council proceed to advertise the tender and that a copy of the specification is provided to Council prior to the issue of tender.

**Carried
5.1.19**

Council Chambers Development Sunset Committee

(C14-3.25)

MOVED Serdity/Druce that the Minutes of the Meeting of the Council Chambers Development Sunset Committee held on Wednesday 9th January 2019 be received and noted and the following recommendations be adopted:

Item 4 Cost Comparison

(C14-3.25)

1. The Committee accepted the revised Cost Comparison Schedule tabled at this meeting; and
2. Council advertise through Tenderlink a Tender for the Construction of the addition to the Council Administration Building.

**Carried
6.1.19**

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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 Monday, 14th January 2019 be received and noted and the following recommendations be adopted:

Item 5.1 Strategic Review – Waste Depot Charges

(C14-3.23)

That Council levy the following waste charges to be effective as of 1st July 2019;

1. An annual “rural access charge” should be levied upon ALL rural rateable assessments at a charge of \$10 per assessment;
2. Gate charges;

All Sorted Domestic Waste	No charge
Disposal of demolished building & other materials per cubic metre	\$42.00
Disposal of bonded asbestos per cubic metre (up to 1 m ³)	\$200.00
Disposal of bonded asbestos per cubic metre (greater than 1 m ³)	\$80.00
Household furniture (including whitegoods and mattresses) per item	\$5.00
Mixed Commercial / Building Waste	
Trailer	\$15.00
Small truck – part load	\$50.00
Small truck – full load	\$100.00
Medium truck – part load	\$300.00
Medium truck – full load	\$600.00
Large truck – part load	\$600.00
Large truck – full load	\$1,200.00
Skip bin – per cubic metre	\$42.00
Clean fill	No charge
Dead animal	No charge

3. The weekly domestic waste management garbage collection service is expanded to include those occupied properties zoned as R5 Large Lot Residential. Council write to all R5 Residential land owners seeking advice on the extension of the waste collection service and include information on service and cost.
4. Vacant residential lots located within the village of Collie are levied the vacant Domestic Waste Management Charge;
5. Vacant R5 Large Lot Residential Land be levied the vacant Domestic Waste Management Charge.

**Carried
7.1.19**

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DELEGATES AND COMMITTEES

CONTINUED

Manex (C14-3.4)

MOVED Brewer/Williamson that the Minutes of the Meeting of Manex held on Tuesday, 15th January 2019 be received and noted and the following recommendations be adopted:

Item 5.1 Work Health and 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 the Work Health and Safety Risks and Priority Issues be reviewed and monitored.

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

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.
2. That the Manex team note the completion of items contained within the Warren Shire Council Work Health and Safety Action Plan Objective Update Table.

Item 5.4 Emergency Preparedness and Emergency Procedure (P13-1)

1. The information be noted; and
2. The procedure be resubmitted to the February 2019 Manex meeting after being thoroughly reviewed.

Item 5.5 Return to Work Program (S12-14.11)

That Council formally adopt the Return to Work Program.

Item 7 Work Force Vacancies (S12-1)

That Manex note the report and commence recruitment of vacant positions being:

- Patching Crew No. 2 – Light Truck Driver;
- Water and Sewer Foreman;
- Manager Roads Infrastructure;
- Workshop Co-ordinator;
- Workshop Mechanic;
- Trainee Plant Operator; and
- Ganger – CMC
- Project Manager Roads Infrastructure
- Project Manager Infrastructure and Building
- Light Plant Operator - Streetsweeper.

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DELEGATES AND COMMITTEES

CONTINUED

Manex

Continued

Item 10.3 Macquarie Park Revitalisation Project

(P1-7.6)

That the information be provided to the Town Improvement Committee meeting scheduled 24th January 2019.

Item 13 Operational Procedures

(A2-1)

That:

1. The information be received and noted; and
2. The procedure Verifying a Working with Children Background Check for employees be adopted.

**Carried
8.1.19**

MAYORAL MINUTE

Item 1 Mayoral Minute Information

MOVED Quigley that:

1. The Mayoral Minute be noted;
2. Council note the advice from the Crown Solicitors Office; and
3. Council advise the Committee of Macquarie Home Stay that Councillor Druce will attend the opening.

**Carried
9.1.19**

Item 2 Mayoral Decision to Open Warren War Memorial Swimming Pool Free of Charge January 2019

(S19-2)

MOVED Irving/Druce that the opening of the Warren War Memorial Swimming Pool free of charge due to excessive heat be approved for the period 18th to 28th January 2019.

**Carried
10.1.19**

POLICY

Item 1 LEGISLATIVE COMPLIANCE POLICY AND PROCEDURE

(P13-1, A6-1)12-29)

MOVED Taylor/Druce that Council display the Legislative Compliance Policy and Procedure for a period of 28 days to seek comments and consider these comments at a future Council meeting prior to adoption of the policy and procedure.

**Carried
11.1.19**

GM-A
Chk Lst

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POLICY

CONTINUED

Item 2 Model Code of Meeting Practice (C14-2)

MOVED Serdity/Derrett that:

GM-A
Chk Lst

1. Council hold a workshop in February to review amendments to the Model Code of Meeting Practice as permitted;
2. Council publicly display the Model Code of Meeting practice as amended for a period of 28 Days; and
3. Council consider any public comments at a future meeting.

**Carried
12.1.19**

Item 3 Model Code of Conduct (A7-6)

GM-A
Chk Lst

MOVED Druce/Serdity that:

1. Council hold a workshop in February to review amendments to the Model Code of Conduct as permitted and determine if the Council requires separate codes of conduct for Councillors, Staff and Committee members;
2. Council publicly display the Model Code of Conduct as amended for a period of 28 Days; and
3. Council consider any public comments at a future meeting.

**Carried
13.1.19**

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

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

**Carried
14.1.19**

Item 2 Committee/Delegates Meetings (C14-2)

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.

MOVED Serdity/Irving that the information be received and noted.
Councillor Serdity advised that the next Outback Arts meeting would be moved to the first Monday in March.

**Carried
15.1.19**

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MORNING TEA

At this point in the meeting, the time being 10.25 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.55 am.

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate - November 2018 (B1-10.16)

MOVED Williamson/Brewer that the Statements of Bank Balances and Investments as at 30th November 2018 be received and noted.

**Carried
19.1.19**

Item 2 Reconciliation Certificate – December 2018 (B1-10.16)

MOVED Williamson/Serdity that the Statements of Bank Balances and Investments as at 31st December 2018 be received and noted.

**Carried
20.1.19**

Item 3 Statement of Rates and Annual Charges (R1-4)

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

**Carried
21.1.19**

Item 4 Appointment of Council Contract Auditors (A1-2)

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

**Carried
22.1.19**

Item 5 2019/2020 Operational Plan & Estimates Timetable (A1-5.38)

MOVED Brewer/Taylor that:

1. That the information be received and noted,
2. Council endorse the 2019/2020 Operational Plan & Estimates timeline,
3. That a Councillor workshop be held on Wednesday 13th March 2018 at 5.00pm. to go through the Draft 2019/2020 Operational Plan & Estimates prior to adoption at the March 2018 Council Meeting

**Carried
23.1.19**

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 6 Preparation of the Draft 2019/2020 Estimates (A1-5.38)

MOVED Serdity/Williamson that:

1. Council prepare the DRAFT 2019/2020 Estimates incorporating a 2.7% increase in general rates as determined by IPART, and
- GM-A
Chk Lst 2. Council write to LGNSW seeking support in lobbying the NSW Government to provide funding relief for ratepayers in drought affected areas of Western NSW, and
- GM-A
Chk Lst 3. Council contact the Deputy Premier and Minister for Regional Development, Mr John Barilaro MP to arrange a meeting at the upcoming 2019 Western Division of Councils Annual Conference being held in Bourke on 24th to 26th February 2019.

**Carried
24.1.19**

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item 1 2018/19 Regional Road REPAIR Grant (W6-16.22)

MOVED Brewer/Druce that:

1. The \$330,000 NSW Road & Maritime Services (RMS) "REPAIR" Grant offer to provide for the ongoing upgrade of Regional Road No.333, the Carinda Road, be acknowledged, and
2. Council be prepared to accept the third quarter budget review adjustment which will illustrate the movement of funds within the 2018/19 Management Plan providing for the matching of the RMS's \$330,000.

**Carried
25.1.19**

MANAGER HEALTH AND DEVELOPMENT'S REPORTS

Item 1 Development Application Approvals (D4-9)

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

**Carried
26.1.19**

Item 2 Waiving Entry fee to Warren War Memorial Pool, Drought Funding Events (F2-2)

MHD- A
Chk Lst **MOVED** Derrett/Irving that Council waive the entry fee to the Warren War Memorial Swimming Pool for Australia Day 26th January 2019 and the pool party Drought Funding Events.

**Carried
27.1.19**

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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 reminded Councillors of the upcoming Australia Day activities and the dinner at the Nevertire Hotel on Friday night.
Councillor Taylor advised that the Divisional Manager Finance and Administration had all the arrangements in hand.
- The Mayor drew Councillors attention to the Councillors Information Sheet provided this morning and advised that this information would be placed on the seats at the Australia Day.

QUESTIONS WITHOUT NOTICE

By Councillor Irving

MHD- A
Chk Lst

1. Councillor Irving enquired on the letter sent to Councillors by Mrs Helen Wise regarding incorporating a ramp access into the swimming pool upgrade project.

The General Manager proposed that this be added as a separate option item when going to tender for Council's consideration.

By Councillor Druce

1. Councillor Druce expressed concern at the low overhanging branches and trees starting to lean over from Heatherbrae to Tabratong Lane.

By Councillor Derrett

1. Councillor Derrett expressed concern at the condition of Nevertire and Warren Cemeteries leading up to Christmas and the lawn dying out at the cemetery. Councillor Derrett advised that she had made contact with the Divisional Manager Engineering Services regarding these concerns.

By Councillor Brewer

1. Councillor Brewer advised that he had attended the Water NSW meeting in Warren on the 15th January 2019 and requested if Council could present and update or briefing at the February's Council Meeting as it had some dire predictions.

The General Manager advised he would prepare a report to Council's February Meeting.

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QUESTIONS WITHOUT NOTICE

CONTINUED

By Councillor Serdity

1. Councillor Serdity advised of a laneway dumping site at Nevertire and enquired on what can be done to clear the laneway.
2. Councillor Serdity enquired on the proposed road sealing timeline for Nevertire Streets.

The DMES advised that the survey is complete, design work is in process and will be able to go further into the timing of these works with the Town Improvement Committee Meeting and come back to Council.

3. Councillor Serdity advised of a pothole in Clyde Street, Nevertire and requested if it could be repaired.

There being no further business the meeting closed at 11.45 pm.

**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY 28TH FEBRUARY 2019 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. 29.02.19

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GENERAL MANAGER

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MAYOR