

ORDINARY MEETING

MINUTES

THURSDAY 24TH SEPTEMBER 2020

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 24th September 2020 commencing at 8:30 am

Present:

COUNCILLORS

MJ Quigley Chair
KR Irving
MJ Beach
HJ Druce
BD Williamson
SJ Derrett
RJ Higgins
KL Walker
AJ Brewer
P Serdity

STAFF MEMBERS

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

APOLOGIES

An apology was tendered on behalf of Councillor Taylor who was absent due to external commitments, and it was **MOVED** Druce/Irving that the apology be accepted and a leave of absence for the member concerned be granted.

**Carried
186.9.20**

CONFIRMATION OF MINUTES

MOVED Walker/Serdity that the Minutes of the Ordinary Meeting of Council held on Thursday, 27th August 2020 be adopted as a true and correct record of that Meeting.

**Carried
187.9.20**

DISCLOSURES OF INTERESTS

Councillor Derrett declared an interest in the Section of Reports to Committees, Council's Chambers Development Sunset Committee Minutes.

NOTICE OF MOTIONS

- Item 1 That at this point we move to Item 1, 2 and 3 of the General Manager's reports for the Election of Mayor, Deputy Mayor and Review of Delegations.**
- Item 2 That after the Election of Mayor, Deputy Mayor and Review of Delegations, we return back to the general business agenda.**
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NOTICE OF MOTIONS

CONTINUED

MOVED Serdity/Druce that:

1. Council move to Item 1, 2 and 3 of the General Manager's reports for the Election of Mayor, Deputy Mayor and Review of Delegations.
2. That after the Election of Mayor, Deputy Mayor and Review of Delegations, we return back to the general business agenda.

**Carried
188.9.20**

GENERAL MANAGER'S REPORTS

Item 1 Election of Mayor (C14-13)

The General Manager, as Returning Officer, informed Council that there had been only one nomination received for the position of Mayor, that being Councillor Milton Quigley, who had formally acknowledged in writing his acceptance of the nomination for this position.

Pursuant to Section 3(1) of Schedule 7 of the Local Government (General) Regulation, 2005 the Returning Officer formally advised Council that Councillor Milton Quigley had been elected to the position of Mayor of Warren Shire Council unopposed for the ensuing term.

The Mayor thanked the Councillors for their confidence in him and he looked forward to this term of Council. The Mayor further thanked Council staff for their assistance.

**Carried
189.9.20**

Item 2 Election of Deputy Mayor (C14-13)

The General Manager, as Returning Officer, informed Council that there had been only one nomination received for the position of Deputy Mayor, that being Councillor Brett Williamson who had acknowledged in writing his acceptance of the nomination for this position.

Pursuant to Section 3(1) of Schedule 7 of the Local Government (General) Regulation, 2005 the Returning Officer formally advised Council that Councillor Brett Williamson had been elected to the position of Deputy Mayor of Warren Shire Council for the ensuing term.

The Deputy Mayor thanked the Councillors for their confidence in him and thanked Council staff for their assistance.

**Carried
190.9.20**

Item 3 Review of Delegations (C14-13)

MOVED Irving/Derrett that Council issue Delegations to the Mayor and Deputy Mayor under the Local Government Act 1993.

**Carried
191.9.20**

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MAYORAL MINUTE(S)

Nil.

REPORTS OF COMMITTEES

At this point in the meeting, the time being 8.38 am Councillor Derrett declared an interest and left the meeting and was not in sight of or could hear the meeting.

Council Chambers Development Sunset Committee (C14-3.25)

MOVED Quigley/Walker that the Minutes of the Council Chambers Development Sunset Committee held on Wednesday, 9th September 2020 be received and noted and the following recommendation be adopted:

Item 4.1 Council Building Addition (S1-1.15/1)

MOVED Walker/Serdity that the Council Chambers Committee recommend to Council that it completes all works associated with the Council building additions within the allocated budget.

**Carried
192.9.20**

At this point in the meeting the time being 8.50 am, Councillor Derrett returned to the meeting.

Warren Public Arts Committee (C14-3.29)

MOVED Serdity/Williamson that the Minutes of the Warren Public Arts Committee Meeting held on Tuesday, 15th September 2020 be received and noted and the following recommendations be adopted:

Item 4.1 Resignation of Committee Member (C14-3.29)

1. Council accept the resignation of Mr Bruce Lynch from the Warren Public Arts Committee;
2. Council thank Mr Lynch for his work on this project and continue to liaise with him on projects; and
3. Membership of the Committee stands as is, until the September 2021 Local Government Election, where the nomination for community members on the Committee will be advertised.

Item 4.2 Selective Quotation No. 20/21-2 to Undertake the Painting of the Stafford Street Water Tower at Warren (C14-3.29)

1. Council enter into negotiations with Mr Sam Brooks to paint the Stafford Street Water Tower in line with the available budget; and
2. Council organise a phone meeting between Mr Brooks and the Warren Public Arts Committee as part of these negotiations.
3. Council advise the unsuccessful quoters and thank them for their professionalism and their time in preparing their quotations.

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REPORTS OF COMMITTEES

CONTINUED

Warren Public Arts Committee

Continued

Item 4.3 Grant Funding

1. Council authorise the redistribution of funding in the amount of \$7,500 from the Macquarie River Walkway Sculptures to the Stafford Street Water Tower Mural;
2. Could Council consider any potential savings from the Drought Communities Program Round 2 for the Adverse Events Plan and Community Events be contributed to the Stafford Street Water Tower Mural; and
3. Council actively pursue additional funding opportunities for the painting of murals as per the proposed Master Plan.
4. The proposed Master Plan be distributed to the Committee for comment prior to the adoption by Council.

Item 4.4 Sculptures for Macquarie River Walkway – Drought Funding

That Council endorse the Committee's actions in:

1. Proceeding with the Macquarie River Walkway inaugural sculpture exhibition; and
2. Investigating possible display options along the Macquarie River Walkway.

Item 5 General Business Without Notice

Councillor Williamson advised the Committee that he would be standing down as Chairperson of this Committee due to external commitments.

That Councillor Pauline Serdity be nominated for the position of Chairperson of the Warren Public Arts Committee.

Councillor Pauline Serdity accepted the nomination as Chairperson and as there was only one (1) nomination; that being Councillor Pauline Serdity, she was therefore duly elected as Chairperson.

Carried
193.9.20

Water Conservation Committee

(C14-3.2)

MOVED Williamson/Higgins that the Minutes of Water Conservation Committee meeting held on Tuesday, 15th September 2020 be received and noted and the following recommendations be adopted:

Item 3 Review of Current Water Restrictions

1. Due to the improved water conditions and environmental flows that are being released from Burrendong Dam and the fact that water allocations from the previous year have now been fulfilled, the committee recommended that the water restrictions be lifted directly after the next Council Meeting.
2. The Council's commitment to provide landowners or their representatives with up to 10,000 litres of water (10 kilolitres) per calendar month during the drought relief program that was available is to be now discontinued.

Carried
194.9.20

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REPORTS OF COMMITTEES

CONTINUED

Plant Committee

(C14-3.8)

MOVED Beach/Higgins that the Minutes of the Plant Committee meeting held on Tuesday, 15th September 2020 be received and noted and the following recommendations be adopted:

Item 5.1 Plant Replacement Program

(P2-5.39)

That the following recommendations are to sell and purchase Items 1 – 11 acknowledging that this will be subject to budget constraints.

1. That a Ride-On Street Sweeper be acquired to accommodate the street cleaning as a one employee operation and provide for street cleaning in the more confined areas such footpaths and kerb and guttered areas containing obstacles such as tree surrounds.
2. That Council's existing aged bogie drive truck be replaced by advertising a tender for the supply of a new truck and an additional super dog trailer and after delivery Council's existing truck (Plant No. P107) be offered for sale by auction.
3. That Council's existing John Deere 770G Grader (Plant No.25) be replaced by advertising a tender for the supply of a new Grader of similar size and after the delivery of the new Grader item Plant No.25 be offered for sale by auction.
4. That quotations be sought for the supply and fit of hoist of approximately 10 tonne lifting ability in the workshop.
5. That quotations be sought for the supply and delivery of a replacement for the existing crew cab truck (Plant No.61) predominately used by Grader Team No.3 as its transport vehicle and after delivery the existing truck be offered for sale by auction.
6. That provision be made for the acquisition of a new pneumatic self-propelled roller with a gross weight of approximately 22.5 tonne.
7. The truck and Hiab crane, Plant No.43 and 100, barely gets used (71 hrs in 2019/2020). The Roadside Maintenance Team is responsible for this truck and is also responsible for Plant No.58 which on most occasions satisfies its needs. Currently the crane attachment (Plant No.100) is inoperable. The repair cost would be quite expensive. It is therefore proposed that Plant No.43 and 100 be offered for sale by auction.
8. Plant No.79, a ride-on mower, is just over seven years old and starting to show signs of wear. Accordingly, it is proposed that it be sold and replaced with a machine of a little more capability. On delivery of the replacement item Plant No.79 is to be offered for sale by auction.
9. Plant No.58 is almost ten years old. It is the second truck used by the Roadside Maintenance Team (See item 7 above). The duties undertaken by this team are very variable, escorting slashing works, traffic control, signage and other roadside furnishings maintenance and establishment works, minor bridge repairs etc. It is proposed that a small Hiab Crane be fitted to this truck as part of the supply arrangement. After delivery Plant No.58 is to be offered for sale by auction.
10. Plant No.78 is the slasher traditionally used for the Warren Racecourse mowing works. It is just over ten years old. Thus, time for upgrading. It will be replaced with a twin circle wider mower/slasher to use primarily on road shoulders.

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REPORTS OF COMMITTEES

CONTINUED

Item 5.1 Plant Replacement Program

Continued

11. Plant No.76 is the mower/slasher traditionally used for the Warren Street verge mowing. It is just over five years old. It has a damaged rear roller which slows the operating speed down, the frame and slides have structural problems, possibly aided by age and fatigue, and have been welded several times previously. It is therefore proposed that this item be replaced with a similar style of machine. On delivery of the replacement item Plant No.76 will be offered for sale by auction.

Item 5.2 Mount Foster Quarry Update

(Q1-1.1)

That the information be received and noted and that nothing more happens at this point in time on this project except for the Divisional Manager of Engineering Services to investigate and explore operational costs.

Carried
195.9.20

Roads Committee

(C14-3.28)

MOVED Beach/Druce that the Minutes of the Roads Committee meeting held on Tuesday, 15th September 2020 be received and noted and the following recommendations be adopted:

Item 5.1 2020/21 Roads Capital Works Program

(R4-1, W6-7.38)

That the following roadworks are undertaken in the order below:

1. Ellengerah Road;
2. Old Warren Road; and
3. Nevertire-Bogan Road.

Item 5.2 Roads Inspection

(R4-1, W6-7.38)

That the Roads Committee will be organising a Roads Inspection to be carried out on the 7th of October 2020 for the Roads Committee Members only.

Carried
196.9.20

Manex

(C14-3.4)

MOVED Brewer/Serdity that the Minutes of the Manex Meeting held on Tuesday, 15th September 2020 be received and noted with the following recommendations:

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 Corrective Action Reports

(S12-14.1)

That the status of Work Health and Safety Corrective Action Reports be reviewed and monitored.

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REPORTS OF COMMITTEES

CONTINUED

Manex

Continued

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.

Item 5.4 StateCover Work Health and Safety Annual Self-Audit

(I2-3.1)

That:

1. Council update its existing Work Health and Safety Action Plan, utilising information received in the StateCover Self-Audit report.
2. Council contact StateCover to request if they could address Manex on the Annual Self -Audit and general insurance issues.

Item 9 Chants Amusements Pty Ltd – Request for Pop Up Carnival

(I3-23)

That due to the possible risks associated with COVID-19 that:

1. Council advise Chants Amusement Pty Ltd that Council does not support the pop up carnival; and
2. Any similar requests received by Council be advised the same.

Carried
197.9.20

Warren Showground/Racecourse Committee Chairman's Report

Item 1 Ron McCalman Pavilion at the Warren Showground/Racecourse Complex

(C14-3.2)

MOVED Beach/Druce that:

The Warren P & A Association submit a report to the Showground/Racecourse Committee to provide detailed advice as to the demolition and/or renovation of the McCalman Pavilion and the construction of a new and/or renovated pavilion building including:

1. The cost of demolition and/or renovation, disconnection of electricity and other services;
2. The full cost of the new pavilion and/or renovation, and provide quotations for the work to be undertaken, a plan of the proposed building and including the inclusion of the concrete slab, drainage, electricity and other services.
3. The budget that the Committee has and any additional costs above the budget and justification for future funding.
4. Council be presented with the Minutes of the Meeting of the Warren P & A Association indicating endorsement of this proposal.

Carried
198.9.20

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 5 Outstanding Reports Checklist (C14-7.4)

MOVED Irving/Walker that the information be received and noted and that the items marked with an asterisk (*) be deleted.

Carried
204.9.20

Item 6 Committee/Delegates Meetings (C14-2)

EA-N **MOVED** Serdity/Irving that the information be received and noted.

Carried
205.9.20

Item 7 Local Government NSW Annual Conference (S6-4)

GM -A
Chk Lst **MOVED** Walker/Derrett that:

1. That the information be received and noted;
2. That Council nominate Councillors Quigley, Serdity, Walker, Derrett, Williamson, Druce, Irving and Beach to attend the online Local Government NSW Annual Conference on Monday, 23rd November 2020; and
3. That Council identify the voting delegate(s) as the Mayor for registration.

Carried
206.9.20

Item 8 Model Code of Conduct for Local Councils in NSW 2020 (A7-6)

GM -A
Chk Lst **MOVED** Irving/Walker that Council adopt the Model Code of Conduct for Local Councils in NSW 2020 and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW 2020 as required under Clause 440 the Local Government Act 1993 as amended and Regulations thereto.

Carried
207.9.20

Item 9 Christmas Closure Report (C14-1)

MOVED Druce/Walker that Council close the Office, Service NSW Agency, Library and Works Depot at the close of business on Thursday, 24th December 2020 and reopen on Monday, 4th January 2021.

Carried
208.9.20

Item 10 Local Government Union Picnic Day (S12-2.1)

MOVED Serdity/Derrett that Council approve the Local Government Union Picnic Day in accordance with the Local Government (State) Award 2020 being Monday, 12th October 2020.

Carried
209.9.20

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MORNING TEA

At this point in the meeting, the time being 10.29 am, Council adjourned for Morning Tea.

Warren Rotary Club Members Mr Rod Sandell and Dr John Burke gave a presentation to Council on the proposed Warren Dementia Unit.

RESUMPTION

The meeting resumed at 11.30 am.

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – August 2020 (B1-10.16)

MOVED Williamson/Serdity that the Statements of Bank and Investments Balances as at 31st August 2020 be received and noted.

Carried
210.9.20

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

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

Carried
211.9.20

Item 3 Financial Assistance Grant 2020/21 (L5-5.2/40)

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

Carried
212.9.20

Item 4 Sale of Land – Nevertire – Part Sewerage Treatment Works (S1-1.31/1)

MOVED Druce/Serdity that:

1. Council to sell approximately 30m x 30m of Lot 165 DP704130 in the amount of \$2,140.00 (Inc. GST) to Field Solutions Group for the construction of a telecommunications tower,
2. Field Solutions Group be advised they are responsible for all subdivision and legal costs associated with the sale,
3. Field Solutions Group be advised that should their development interfere with other existing communication modes such as television reception or telemetry systems currently in place it will be their responsibility to rectify any problems at their cost, and
4. Authority be given to the Mayor and/or General Manager to sign all documents in relation to the sale of the land.

Carried
213.9.20

DMFA -A
Chk Lst

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DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item 1 Report on Construction of New Sewage Treatment Works in Warren, Request for Tender (RFT) T09/2020 (S5-10.2)

DMES -A
Chk Lst

MOVED Williamson/Druce that:

1. In accordance with the requirements of the Local Government Act and Council's Procurement Policy that Council accept the tender as received and reviewed by the Tender Evaluation Panel for the Construction of a new Sewerage Treatment Works including a new Sewerage Pump Station from Gongues Construction Pty Ltd for a tendered amount of \$6,015,000 (excluding GST) adjacent to the existing Sewerage Treatment Plant (STP) on the Oxley Highway.
2. Council seek a loan of \$2,500,000 from the NSW Treasury Corporation (TCorp) as per Council 2020/2021 Operational Plan and estimates.
3. Council request Infrastructure NSW to contribute towards the increased costs as per the original grant agreement.

**Carried
214.9.20**

MATTERS OF URGENCY

Warren Swimming Pool Draft Master Plan

MHD -A
Chk Lst

MOVED Quigley/Williamson that the Master Plan for the Warren Swimming Pool be placed on public exhibition subject to approval from the Warren Sporting Facilities Committee for a period of 28 days.

**Carried
215.9.20**

There being no further business the meeting closed at 11.54 am.

THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 22ND OCTOBER 2020 AS BEING
A TRUE AND CORRECT RECORD.

MINUTE NO. 216.10.20

.....
GENERAL MANAGER

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MAYOR