

ORDINARY MEETING

MINUTES

THURSDAY 26TH SEPTEMBER 2019

WARREN SHIRE COUNCIL
Minutes of the Ordinary Meeting of Council
held in Council Chambers, 115 Dubbo Street Warren
on Thursday 26th September 2019 commencing at 8:30 am

Present:

COUNCILLORS

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

STAFF MEMBERS

G Wilcox	General Manager (GM)
D Arthur	Divisional Manager Finance and Administration (DMFA)
R Lawford	Divisional Manager Engineering Services (DMES)
J Burtenshaw	Executive Assistant (EA)

APOLOGIES

An apology was tendered on behalf of Councillor AJ Brewer and it was **MOVED** Serdity/Derrett that the apology be accepted and a leave of absence for the member concerned be granted.

Carried
183.9.19

CONFIRMATION OF MINUTES

MOVED Irving/Williamson moved with the following amendment - include the clarification for the public that in the Sporting Facilities Committees Minutes turf is being laid around the perimeter of the netball courts and that the cricket pitch will be ready for the cricket season.

Carried
184.9.19

DISCLOSURES OF INTERESTS

Councillor Sarah Derrett declared an interest in the section Reports of Committees – Ewenmar Waste Depot Sunset Committee - Business relationship.

MAYORAL MINUTE(S)

Nil

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REPORTS OF COMMITTEES

Showground/Racecourse Committee (C14-3.2)

MOVED Beach/Higgins that the Minutes of Showground/Racecourse Committee meeting held on Tuesday, 27th August 2019 be received and noted with the following recommendations:

Current Expenditure for Equestrian Grant;

That a copy of the grants budget be circulated to each Committee member.

A) Proposed Horse Arena

That the current orientation of the proposed horse arena be changed to rotate the arena to be constructed parallel to the racetrack.

**Carried
185.9.19**

Town Improvement Committee (C14-3.17)

MOVED Williamson/Druce with corrections that the Minutes of Town Improvement Committee meeting held on Tuesday, 3rd September 2019 be received and noted with the following recommendations:

Item 3 Letter from Lions Club (P1-7.5, C14-3.17)

Invite the Warren Lions Club to the next meeting of the Town Improvement Committee to discuss their long term plan.

Item 4 Town Centre Master Plan Stage 2 (C14-3.17)

That Council receive the information and review a budget per year to put against the main street program and look for grant funding for all of our long term projects.

Item 5 Dubbo Street Traffic Plan – Safety Evaluation (C14-3.17)

That the report is noted and that the committee review the advice from the traffic committee.

Item 6 Business Without Notice

1. Public Toilets at Cemetery

That Council consider a long term plan for the cemetery and that Council write to Mr McLeod and advise that a public toilet may be included in a future cemetery plan.

2. Footpath outside Warren Central School

That Council liaise with the P & C and the school to prepare quotes for the extra work to the required footpaths for future funding of grants.

3. Murals

That:

1. Council write to Mrs Leach advising that this Council has previously considered the painting of the tower and has resolved that it will not paint a mural on the Oxley Park water tower as it would like to maintain the green appearance in this area for this Council period;
2. Council advise that it is prepared to provide murals in areas such as the Carter Oval precincts and supports murals on other buildings around Warren and its villages subject to community discussion; and

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REPORTS OF COMMITTEES

CONTINUED

Town Improvement Committee

Continued

3. Council would like to assist in the formation of a mural design committee to look at mural designs, locations and future grant funding.

Councillor Irving requested that her vote against the Item 6.3.1 be formally recorded.

Carried
186.9.19

Ewenmar Waste Depot Sunset Committee

(C14-3.23)

At this point in the meeting, the time being 8.50 am Councillor Derrett left the meeting and was not in sight of the meeting room.

MOVED Taylor/Quigley to suspend standing orders to allow discussion of the Minutes.

Carried
187.9.19

MOVED Taylor/Quigley to reinstated standing orders.

Carried
188.9.19

MOVED Serdity/Druce that the Minutes of Ewenmar Waste Depot Sunset Committee meeting held on Monday, 16th September 2019 be received and noted with the following recommendations:

ITEM 5.1 CHAMBER OF COMMERCE REGARDING WASTE DEPOT OPENING HOURS.

(G2-4.3)

RECOMMENDATION:

1. Information be received and noted;
2. Out of hours access of the Ewenmar Waste Depot is to be granted to business houses for emergency/needs basis only;
3. Out of hours access of the Ewenmar Waste Depot is to be granted to business houses by appointment only;
4. Access is subject to staff availability;
5. Warren Shire Council will require a minimum notice period of 3 hours prior to access;
6. Business houses will be charged an amount of \$70.00 per access request;
7. Should the business houses require access all day an amount of \$130.00 per hour will be charged;
8. Access of the Ewenmar Waste Depot will only be granted during normal office hours Monday – Friday, 8:30am – 5:00pm;
9. Access outside of the ordinary hours of the Ewenmar Waste Depot will be trialled for a period of 3 months; and
10. That Council investigate other access options and waste drop off as part of the transfer station design to assist business houses.

Carried
189.9.19

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REPORTS OF COMMITTEES

CONTINUED

At this point in the meeting the time being 9.05 am, Councillor Derrett entered the meeting room.

Manex **(C14-3.23)**

MOVED Irving/Williamson that the Minutes of the Manex Meeting held on Tuesday, 13th August 2019 be received and noted with the following recommendations:

Item 3 Action Checklist

A Water Conservation Committee meeting to be scheduled.

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

That 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.

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 with the Warren Shire Council Work Health and Safety Action Plan Objective Update Table.

Item 5.4 SafeWork NSW Notifiable Incident **(S12-14.15)**

That the actions developed in response to the notifiable incident should be reviewed and monitored to ensure completion/implementation of identified corrective actions.

Item 5.5 SafeWork NSW Request for Service **(S12-14.15)**

That the actions developed in response to the request for service should be reviewed and monitored to ensure completion/implementation of identified corrective actions.

Carried
190.9.19

At this point in the meeting, the time being 9.07 am, Councillor Williamson declared an interest and left the meeting and was not in sight of the meeting room.

Plant Committee **(C14-3.8)**

MOVED Beach/Higgins that the Minutes of the Plant Meeting held on Wednesday, 15th August 2019 be received and noted with the following recommendations:

Item 4 Motor Vehicle Policy **(C14-3.8)**

That part 11 of the current Motor Vehicle Policy be amended to read as follows;

11. Replacement Motor Vehicles & Disposal of Motor Vehicles

Disposal of vehicles will be conducted by trade-in or public auction, with the method chosen to be at the discretion of the General Manager.

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REPORTS OF COMMITTEES

CONTINUED

Plant Committee

Continued

Item 5 Minor Plant Purchases

(C14-3.8)

That all local motor vehicle dealers be preferred supplier of small vehicles including sedans (cars), SUV's (Sport Utility Vehicle's) and utilities for the Warren Shire Council for the period ending 30th June 2021.

Item 6 Diesel Powered Vehicles

(C14-3.8)

That;

1. Plant replacement program change to diesel powered vehicles; and
2. That in accordance with the Council's vehicle purchasing processes the Council in acquiring diesel powered replacement vehicle purchases Toyota Prado GXL's; and
3. Group 2's car group standard shown in the table be changed to read as follows - Vehicle to the value of \$57,500 inclusive of on-road costs (full registration and stamp duty and dealer delivery costs) ex GST.

Item 7 Plant Replacement Programs – Progress Report

(C14-3.8)

That the information be received and noted as at the document dated 14th August 2019.

Carried

191.9.19

At this point in the meeting the time being 9.10 am, Councillor Williamson entered the meeting room.

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist

(C14-7.4)

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

Carried

192.9.19

Item 2 Committee/Delegates Meetings

(C14-2)

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

Carried

193.9.19

Item 3 Meeting Schedule 2019/20

(C14-2)

MOVED Serdity/Druce that Council adopt the meeting dates as listed.

Carried

194.9.19

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 4 Drought Update **(F2-2)**

MOVED Walker/Williamson that:

DMES-A
Chk Lst

1. Council note the information on Water Management on the Macquarie River; and
2. Council hold a Water Conservation Committee meeting to discuss Warren's long term water management and water restriction process and from this meeting provide an update to the community.

Carried
195.9.19

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – August 2019 **(B1-10.16)**

MOVED Walker/Derrett that the Statements of Bank and Investments Balances as at 31st August 2019 be received and noted.

Carried
196.9.19

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

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

Carried
197.9.19

Item 3 Internal Restricted Funds as at 30th June 2019 **(A1-5.37)**

MOVED Serdity/Higgins that the transfer to/from internal restricted funds as at 30th June 2019 be noted and approved.

Carried
198.9.19

Item 4 Financial Assistance Grant 2019/20 **(L5-5.2/39)**

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

Carried
199.9.19

Item 5 Increased Credit Card Facility Limit **(B1-5)**

MOVED Druce/Serdity that authority be given to affix Council's Seal on all documents associated with the increase in Council's Business Card Facility Limit from \$10,000 to \$25,000.

Carried
200.9.19

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 6 Letter from Ratepayers (R1-1.39)

MOVED Serdity/Walker to suspend standing orders to allow discussion of the Minutes.

**Carried
201.9.19**

MOVED Serdity/Druce to reinstated standing orders.

**Carried
202.9.19**

MOVED Serdity/Druce that:

1. That a further report be submitted to Council on the impact of rate increases,
2. Council note that a Revised Edition of the Ratepayers Information 2019 booklet has been added to the website and
3. Council note that a response letter has been mailed to all signatories of the letter.

**Carried
203.9.19**

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item1 Bundemar Street Warren Centre Median Alteration (T5-9)

MOVED Williamson/Taylor that:

DMES-A
Chk Lst

1. The Divisional Manager Engineering Services provide a detailed budget to undertake the works;
2. Plans and documents to be submitted to Council for consideration and approval for all traffic control works in Bundemar Street and the Oxley Highway intersections.

**Carried
204.9.19**

TENDERS

MOVED Beach/Druce:

Item 1 Warren Equestrian Centre Request for Tender, (RFT) T04/2019 (G4-1.7)

GM-A
Chk Lst

That in accordance with Part 7, Division 4, Part 178 of the Local Government (General) Regulation,

1. Council decline all RFT (Tender) responses; and
2. Council request quotes for a 80m x 60m arena and 80m x 8m annex from suitable regional suppliers.

Item 2 Warren Showground Pavilion Request for Tender, (RFT) T05/2019 (G4-1.7)

GM-A
Chk Lst

That In accordance with Part 7, Division 4, Part 178 of the Local Government (General) Regulation,

1. Council enter into negotiations with Contractors to proceed with the Design and Construction of the Pavilion Building.
2. Council go to market again to include companies in the Central West to quote on this construction.

**Carried
205.9.19**

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TENDERS

CONTINUED

Item 3 Warren Skate Park Request for Tender, (RFT) T06/2019 (G4-1.12)

GM-A
Chk Lst

MOVED Williamson/Derrett that subject to Council signing the grant funding agreement with the Murray Darling Basin Authority that:

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 Design and Construction of a Skatepark from Oasis Skate Parks Pty Ltd for a tendered amount of \$430,000 (inclusive of GST) within the Carter Oval Sporting Precinct.

Carried
206.9.19

MORNING TEA

At this point in the meeting, the time being 10.05 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.50 am.

CONFIDENTIAL MATTERS

MOVED Serdity/Higgins that the Council proceed into the Committee of the Whole, the time being 10.55 am to consider the following matter.

Carried
207.9.19

Report of the Mayor

Item 1 General Manager's Performance Annual Performance Assessment ("P") (Section 10A(2)(a))

MOVED Serdity/Higgins that the press and the public be excluded from the Committee of the Whole.

Carried
208.9.19

RESUMPTION OF ORDINARY MEETING

MOVED Serdity/Taylor that Council resume the Ordinary meeting of Council at 11.21 am.

Carried
209.9.19

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CONFIDENTIAL ITEM

CONTINUED

ADOPTION OF RECOMMENDATIONS OF CONFIDENTIAL COMMITTEE OF THE WHOLE

Item 1 General Manager's Performance Review six (6) Monthly ("P")

MOVED Serdity/Taylor that:

1. Council note the General Manager's performance assessment and that the assessment was determined as "Exceeds Expectations"; and
2. The Mayor and Deputy Mayor contact LGNSW to manage the General Manager's Contract.

**Carried
210.9.19**

There being no further business the meeting closed at 11.30 am.

**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 24TH OCTOBER 2019 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. 212.10.2019

.....
GENERAL MANAGER

.....
MAYOR