

# **ORDINARY MEETING**

# **MINUTES**

THURSDAY 26TH MAY 2022

Minutes of the Ordinary Meeting of Council held in the Council Community Room, 115 Dubbo Street Warren on Thursday 26th May 2022 commencing at 8:30 am

Present:

**COUNCILLORS** MJ Quigley Chair

KL Walker
NR Kinsey
RA Jackson
SJ Derrett
AJ Brewer
JM Van Eldonk
GJ Whiteley
HJ Druce
DJ McCloskey

RJ Higgins

STAFF MEMBERS D Arthur Divisional Manager Finance & Administration (DMFA)

S Otieno Divisional Manager Engineering Services (DMES)

M Stephens Manager Health & Development Services (MHD)

R Burns Town Services Manager (TSM)

J Burtenshaw Executive Assistant (EA)

The Mayor welcomed Council's newly appointed Divisional Manager Engineering Services, Mr Sylvester Otieno to Warren Shire Council.

#### **APOLOGIES**

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

**Carried 126.5.22** 

#### **CONFIRMATION OF MINUTES**

**MOVED** Jackson/Walker that the Minutes of the Ordinary Meeting of Council held on Thursday, 28th April 2022 be adopted as a true and correct record of that Meeting.

**Carried 127.5.22** 

#### **DISCLOSURES OF INTERESTS**

EA - N Councillor Derrett declared a non-pecuniary interest in regard to Item 3 Divisional Manager Finance & Administration Report - Works Progress Reports — Finance & Administration Projects and advised that she would vacate the meeting and take no part in the debate or voting on the matter.

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#### **MAYORAL MINUTE(S)**

Nil.

#### REPORTS OF COMMITTEES

#### **Traffic Committee Minutes**

(T5-2)

**MOVED** Derrett/Druce that the Minutes of the Traffic Committee Meeting held on Thursday, 5th May 2022 be received and noted and the following recommendations be adopted:

Item 4 Business Arising from the Minutes of the Meeting held on Thursday, 18th February 2021

Item 4.2 Traffic Flow Changes - Including Establishment of a Heavy Vehicle Bypass (T5-1/R4-1.91)

DMES - N That the resolution of Council concerning traffic flow changes including establishment of Heavy Vehicle Bypass be not enacted until all designs, grant applications and works have been progressed.

#### Item 6.1 Action Complaint Request Matters

(T5-2)

- Request for Installation of Bus Stop Sign
- DMES A A further onsite assessment be undertaken and that if the school bus signage is not in place, they Chk Lst be erected on Ellengerah Road.
  - Wambianna Road Double line request
- DMES A The Divisional Manager Engineering Services submit a report on the vegetation and site distance Chk Lst problems in this location for the next Traffic Committee meeting.
  - Request for parallel parking sign in the cul-de-sac
- DMES A The complainant be advised that the default parking in NSW is parallel parking, and the matter Chk Lst has been referred to the police.
  - Item 6.2 Review of Traffic Accident at the Intersection of Chester Street and Hale Street,
    Warren (T5-2)
  - 1. No action be taken at present as the accident in concern was not associated with the road environment or justifies a need for a crossing;
- DMES A 2. The Divisional Manager Engineering Services investigate the warrant for either a Hale Street School crossing or Zebra crossing for a report to a future Committee meeting and;
- DMES A 3. Investigation be taken in review of the no-stopping length approach to the existing zebra Chk Lst crossing in Chester Street.

**Carried 128.5.22** 

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#### **REPORTS OF COMMITTEES**

**CONTINUED** 

#### **Warren Local Emergency Management Committee**

**MOVED** Whiteley/Jackson that the Minutes of the Warren Local Emergency Management Committee Meeting held on Tuesday, 10th May 2022 be received and noted.

Carried **129.5.22** 

#### **Showground/Racecourse Committee**

(C14-3.2)

**MOVED** Druce/Derrett that the Minutes of the Showground/Racecourse Committee Meeting held on Tuesday, 10th May 2022 be received and noted.

Carried **130.5.22** 

#### **Economic Development Committee**

(C14-3.22)

**MOVED** Derrett/Jackson that the Minutes of the Economic Development Committee Meeting held on Wednesday, 11th May 2022 be received and noted and the following recommendations be adopted:

#### Item 5.2 Warren Shire Signature Events

(F5-1)

- GM A That a further report be provided to the Economic Development & Promotions Committee on future events to be broken into at least the following three (3) categories:
  - 1. Warren Shire Signature Events;
  - 2. Warren Shire Community Events; and
  - 3. Warren Shire Facility Events.

#### Item 5.4 Reconnecting NSW - Community Events Program

(G1.4-67)

GM - A That the \$119,826 funding allocation for Reconnecting NSW – Community Events Program be Chk Lst prioritised to the following events:

DMFA - N

- Christmas 2022 Celebration (\$45,726);
- Opening of Carter Oval Youth Precinct (Cricket match) (\$10,000);
- U16 Rugby Union Championships or Rugby League or similar (\$10,000);
- Burrima Boardwalk Opening (\$14,100);
- Celebration of Warren Youth Festival (\$20,000); and
- Warren Chamber of Music Festival (Under the Western Stars) (\$20,000).

Carried **131.5.22** 

#### **Ewenmar Waste Depot Committee**

**MOVED** Druce/Walker that the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday, 16th May 2022 be received and noted and the following recommendations be adopted:

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#### **REPORTS OF COMMITTEES**

**CONTINUED** 

#### **Ewenmar Waste Depot Committee**

Continued

#### Item 5.1 Flood Impact on the Ewenmar Waste Depot

(G2-5.4)

MHD - A That Council develops a contingency plan for flood events at the Ewenmar Waste Depot.

#### Item 5.2 New Management Regime – Ewenmar Waste Facility

(G2-5.4)

DMES - A
That a second-hand excavator with appropriate attachments be purchased as soon as possible, using funds from the Domestic Waste Reserve and partly from the General (Plant) Replacement Reserve with the estimated cost amount as detailed within the report.

#### Item 5.3 Collection and Disposal of Putrescible Rubbish and Garbage (C13-71)

MHD - A Chk Lst

- 1. That subject to a positive financial check Council accepts the tender received from JR Richards & Sons of 92 Manning Street, Tuncurry NSW 2428 for the RFT C13-71 "Collection and Disposal of Putrescible Rubbish and Garbage" for five (5) years with the option of a two (2) year extension, being the Alternate Tender "A" pricing proposal submitted by JR Richards & Sons, being a per service collection charge, with a quarterly rise and fall adjustment, and with the rise and fall calculations to be used are the Sydney Terminal Gate price for fuel and the Sydney All Groups CPI not Melbourne as indicated in the tender;
- 2. That authority be given to affix the Seal of Council to the RFT C13-71 "Collection and Disposal of Putrescible Rubbish and Garbage "agreement.

**Carried 132.5.22** 

Manex (C14-3.4)

**MOVED** Kinsey/Druce that the Minutes of the Manex Meeting held on Tuesday, 17th May 2022 be received and noted.

Carried **133.5.22** 

#### **Sporting Facilities Committee**

(S21-2.1)

**MOVED** Whiteley/Derrett that the Minutes of the Sporting Facilities Committee meeting held on Wednesday, 18th May 2022 be received and noted and the following recommendation be adopted:

#### Item 6.2 Carter Oval Youth Sports Precinct Masterplan

(P1-7.3)

- DMES A 1. That the location of the long jump facility be investigated to determine suitability of the relocation to vacant area at the end of the main soccer oval beside the 3.6m high fence separating the soccer field area and the carparking area / Reinhard Way; and
- DMES A 2. At the appropriate time, negotiations be arranged with the successful contractor for the Kiosk and Amenities Building to where possible incorporate the proposed 3 bay storage shed (6m x 12m) in the Kiosk and Amenities Building or beside the building at the location and built with similar cladding.

**Carried 134.5.22** 

# Minutes of the Ordinary Meeting of Council held in the Council Community Room, 115 Dubbo Street Warren on Thursday 26th May 2022 commencing at 8:30 am

#### **POLICY REPORTS**

#### Item 1 Review of Council's Social Media Policy

(A1-9.1, P13-1)

**MOVED** Brewer/Derrett that:

#### DMFA - A Chk Lst

- 1. The information be received and noted:
- 2. Part 2 .1 be amended to "Council may have a presence on the following platforms"
- 3. Insert into Part 11, that the Social Media Policy be reviewed annually;
- 4. The Social Media Policy be placed on public exhibition for a minimum of 28 days; and
- 5. Subject to no adverse comments being received, the Social Media Policy be adopted.

Carried

135.5.22

#### **GENERAL MANAGER'S REPORTS**

#### Item 1 Outstanding Reports Checklist

(C14-7.4)

EA - N **MOVED** Derrett/Jackson that the information be received and noted and that the items marked with an asterisk (\*) be deleted.

**Carried 136.5.22** 

In recognition of Warren being a healthy town and to keep awareness of a healthy lifestyle, Council will be standing while dealing with Item 2 of the General Manager's report.

#### Item 2 Committee/Delegates Meetings

(C14-2)

**MOVED** Brewer/Kinsey that the information be received and noted.

Carried

137.5.22

Item 3 Works Progress Reports – Infrastructure Projects

(C14-7.1, G4-1, G4-1.43)

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

Carried

138.5.22

Item 4 2022 Western Division of Councils Mid-Term Conference Attendance Report

(C14-5.4)

**MOVED** Derrett/Druce that the information be received and noted.

Carried

139.5.22

At this point in the meeting, the time being 10.14 am, Council adjourned the Meeting to allow those members and staff who wish to attend the Late Chris Bryant's funeral to do so.

The Meeting resumed at 11.33 am with all members present.

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#### **PRESENTATION 1**

The Mayor welcomed online via the Lifesize app, Mr Grant Christopherson from the Office of Environment and Heritage, Mr Evan Darmanin and Mr Paul Darmanin from ChargeWorks to the meeting.

An online question and answer session regarding an Energy Action Plan for Warren Shire Council was conducted through the Mayor.

The Mayor thanked Mr Grant Christopherson, Mr Evan Darmanin and Mr Paul Darmanin for the information that they provided to Council.

#### **PRESENTATION 2**

The Mayor welcomed Mr Ben Madgwick and Ms Erica Tudor from Inland Rail to the meeting. Ms Tudor gave a presentation to Council on the Inland Rail Narromine to Narrabri Project overview and outlined potential local business opportunities for communities involved in the project. Questions from Councillors were taken.

The Mayor thanked Ms Tudor and Mr Madgwick for the information provided at today's meeting.

#### **LUNCH**

At this point in the meeting, the time being 12.34 pm, Council adjourned for lunch.

#### **RESUMPTION**

The meeting resumed at 1.07 pm.

#### **GENERAL MANAGER'S REPORTS**

**CONTINUED** 

Item 5 Easement for Overhead Powerlines – Sewerage Treatment Plant, 8447 Oxley
Highway, Warren 2824 (G4-1.34, S5-10.2)

GM - A Chk Lst **MOVED** Kinsey/Druce that authority be given to the Mayor and/or General Manager to sign all documents in relation to the easement for overhead powerlines – Sewerage Treatment Plan, 8447 Oxley Highway, Warren 2824 under the Seal of Council.

**Carried 140.5.22** 

#### Item 6 Road Maintenance Council Contract

(W6-11, R4-2.2)

**MOVED** Derrett/Whiteley that:

- Council agree to and sign the Road Maintenance Council Contract (RMCC) with Transport for NSW (TfNSW) for the commencement of contract work on 1st July 2022; and
- GM A 2. Authority be given to the Mayor and/or General Manager to sign all documents in relation to the Road Maintenance Council Contract (RMCC) with Transport for NSW (TfNSW) under the seal of Council if required.

**Carried 141.5.22** 

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#### **DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS**

#### Item 1 Reconciliation Certificate – April 2022

(B1-10.16)

**MOVED** Jackson/Brewer that the Statements of Bank and Investments Balances as at 30th April 2022 be received and noted.

Carried **142.5.22** 

Item 2 Statement of Rates and Annual Charges

(R1-4)

**MOVED** Derrett/Whiteley that the information be received and noted.

**Carried** 

143.5.22

At this point in the meeting, the time being 1.16 pm Councillor Derrett left the meeting.

Item 3 Works Progress Reports – Finance & Administration Projects (S1-1.15, C9-1)

**MOVED** Jackson/Walker that the information be received and noted.

Carried

144.5.22

At this point in the meeting the time being 1.19 pm, Councillor Derrett re-joined the meeting.

Item 4 Service NSW Agency Agreement – 1 Year Extension

(R6-6)

DMFA - N **MOVED** Kinsey/Druce that Council note that Service NSW has exercised the provisions of clause 3(b) of the current Agency Agreement to renew it for a further one year period commencing 1<sup>st</sup> July 2022 to 30<sup>th</sup> June 2023.

Carried

145.5.22

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#### **DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS**

**CONTINUED** 

#### Item 5 General Rates - Additional Special Variation (ASV) for 2022-2023

(R1-1.42)

#### **MOVED** Brewer/Walker that:

#### DMFA - A Chk Lst

- That Council under Section 508(2) of the Local Government Act 1993 make an application to IPART for a permanent single year Additional Special Variation (ASV) of 1.2% for 2022/2023 in accordance with the Guidelines as detailed in the Office of Local Government Circulars 22-03 and 22-07.
- Council notes that, if successful, the total 2022/2023 general rate increase will be 2.5% as identified in the Warren Shire Council Long Term Financial Plan 2021/22 to 2030/31 and Draft 2022/2023 Estimates,
- 3. Council note that, if successful, the additional income that will be generated by the permanent single year Additional Special Variation of 1.2% for the 2022/2023 will equate to approximately \$61,600.00,
- 4. That the Additional Special Variation is required to continue to provide the current levels of service to the Warren Shire ratepayers and community and in doing so ensure the ongoing financial sustainability of Warren Shire Council, and
- 5. That Council has considered the impact of the Additional Special Variation for both the ratepayers and the community in 2022/2023 and future years and considers that a 2.5% increase is reasonable.

**Carried 146.5.22** 

# Item 6 Sale Prices of Council Owned Vacant Land – Deacon Drive Warren (S1-8.2/38, 59, 60, 61, 62, 63, 64 & 65)

#### **MOVED** Kinsey/Walker that:

DMFA - A Council set the sale prices of the remaining nine (9) vacant allotments of land in Deacon Drive, Chk Lst Warren as follows:

10 Deacon Drive, Warren	Lot 59	DP872884	1,016 m2	\$24,000.00
12 Deacon Drive, Warren	Lot 60	DP872884	1,014 m2	\$24,000.00
13 Deacon Drive, Warren	Lot 56	DP872884	1,018 m2	\$24,000.00
14 Deacon Drive, Warren	Lot 61	DP872884	1,142 m2	\$27,000.00
16 Deacon Drive, Warren	Lot 62	DP872884	1,031 m2	\$25,000.00
18 Deacon Drive, Warren	Lot 63	DP872884	1,030 m2	\$25,000.00
20 Deacon Drive, Warren	Lot 64	DP872884	1,010 m2	\$24,000.00
22 Deacon Drive, Warren	Lot 65	DP872884	1,014 m2	\$24,000.00
24 Deacon Drive, Warren	Lot 38	DP716354	961.7 m2	\$23,000.00

**Carried 147.5.22** 

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DIVISIONAL MANAGER EI	NGINEERING SERVICES REPORTS
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Item 1	Works Progress Reports - Roads	(C14-7.2)
MOVED W	hiteley/Kinsey that the information be received and noted.	
		Carried
		148.5.22
Item 2	Works Progress Reports – Town Services	(C14-7.2)
MOVED Ki	nsey/Derrett that the information be received and noted.	
	insert, servere that the information served and noted.	Carried
		149.5.22
Item 3	Works Progress Reports – Fleet/Workshop	(C14-7.2)
MOVED Ki	nsey/Walker that the information be received and noted.	
	The state of the s	Carried
		150.5.22
MANAGER	HEALTH AND DEVELOPMENT SERVICES REPORTS	
Item 1	Development Application Approvals	(D4-9)
<b>MOVED</b> Ki	nsey/Druce that the information be received and noted.	
		Carried
		151.5.22
Item 2	Works Progress Reports – Health and Development Services	(C14-7.3)
<b>MOVED</b> W	alker/Derrett that the information be received and noted.	
••	,	Carried
		152.5.22
Item 3	Energy Action Plan	(E7-1)
MOVED W	hitalay/Prower that Council:	

**MOVED** Whiteley/Brewer that Council:

- 1. Endorse the Energy Action Plan;
- 2. Approves the recommended tariff changes;
- MHD A 3. Selects Option 2 of the Energy Action Plan for the installation of Solar PV (Photovoltaic)

  Chk Lst System at the five (5) sites being the Administration building, Council Works Depot, Ellengerah

  Water towers, Library and Victoria Oval and Sporting Complex; and
- MHD A 4. Obtain advice on reputable suppliers and installers of quality equipment, post the close of Chk Lst VendorPanel submissions.

**Carried 153.5.22** 

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There being no further business the meeting closed at	2.05 pm.				
THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL HELD ON THURSDAY, 23RD JUNE 2022 AS BEING A TRUE AND CORRECT RECORD.					
<b>M</b> INUTE NO06.22					
GENERAL MANAGER	Mayor				