

ORDINARY MEETING

MINUTES

WEDNESDAY 21ST SEPTEMBER 2022

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

Present:

COUNCILLORS	MJ Quigley	Chair
	SJ Derrett	
	NR Kinsey	
	JM Van Eldonk	
	GJ Whiteley	
	DJ McCloskey	
	RJ Higgins	
	RA Jackson	
STAFF MEMBERS	G Woodman	General Manager (GM)
	D Arthur	Divisional Manager Finance & Administration (DMFA)
	S Otieno	Divisional Manager Engineering Services (DMES)
	M Stephens	Manager Health & Development Services (MHD)
	J Burtenshaw	Executive Assistant (EA)

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

Apologies were tendered on behalf of Councillor Taylor, Councillor Druce, Councillor Brewer and Councillor Walker who were absent due to external commitments, and it was **MOVED** Derrett/McCloskey that the apologies be accepted and a leave of absence for the members concerned be granted.

**Carried
236.9.22**

CONFIRMATION OF MINUTES

MOVED Whiteley/Kinsey that the Minutes of the Ordinary Meeting of Council held on Thursday, 25th August 2022 be adopted as a true and correct record of that Meeting.

**Carried
237.9.22**

DISCLOSURES OF INTERESTS

Nil.

MAYORAL MINUTE(S)

MOVED Quigley that Warren Shire Council extends its deepest sympathy to members of the Royal Family on the passing of Her Majesty, Queen Elizabeth II.

For 70 years, her Majesty, the Queen reigned as Australia's Head of State. She was the first reigning Monarch to visit Australia, doing so 16 times.

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

MAYORAL MINUTE(S)

CONTINUED

We offer thanks for a lifetime of public duty to the Crown and to the Commonwealth.

Please be upstanding as we observe one minute's silence in remembrance of Queen Elizabeth II.

Carried
238.9.22

REPORTS OF COMMITTEES

Traffic Committee Minutes

(T5-2)

MOVED Derrett/Whiteley that the Minutes of the Traffic Committee Meeting held on Thursday, 1st September 2022 be received and noted and the following recommendations be adopted:

Item 5.1 Safety Concerns at Riverbend Property – Wambianna Road (R4-1.66)

DMES – A
Chk Lst

Subject to Police concurrence that no action on safety concerns at Riverbend property on Wambianna Road be taken as appropriate sight distance is available at the location and appropriate advice be provided to the person who raised the concern.

Item 5.2 Stafford Street Bus Parking

(P1-7.3, R4-1.70)

Subject to Police concurrence that:

DMES – A
Chk Lst

1. A 100m section of the northern side of Stafford Street, adjacent to the Carter Oval Precinct be designated a bus zone; and

DMES – A
Chk Lst

2. Five (5) R5-20 sign be installed to demarcate the bus zone.

Carried
239.9.22

Sporting Facilities Committee

(S21-2.1)

MOVED Whiteley/Jackson that the Minutes of the Sporting Facilities Committee meeting held on Wednesday, 7th September 2022 be received and noted and the following recommendation be adopted:

Item 6.2 Main Oval Facing Scoreboard (CM)

(S21-2)

1. The information be received and noted; and

MHD – A
Chk Lst

2. Grant funding be sourced for the purchase and installation of a score board for the main oval at Victoria Park Precinct with Warren Junior Rugby League and Warren Rugby Union Club be funding partners where possible.

Item 6.3 Portable Scoreboard – Victoria Park (CM)

(S21-2)

1. The information be received and noted; and

MHD – A
Chk Lst

2. Grant funding be sourced for the purchase of two individual moveable scoreboards for the outdoor sealed Netball courts and Rugby Union and League second field at Victoria Park with Warren Junior and Senior Netball, Warren Junior Rugby League and Warren Rugby Union Club being funding partners where possible.

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

REPORTS OF COMMITTEES

CONTINUED

Sporting Facilities Committee

(S21-2.1)

Item 6.4 Shade Sails – Warren War Memorial Swimming Pool

(S19-2)

1. The information be received and noted; and
2. Grant funding be sourced for the purchase and installation of shade sails on the western side of the wading pool to improve shading of the supervision area for parents/guardians.

MHD – A
Chk Lst

Carried
240.9.22

Airport Operations Committee

(C14-3.12)

MOVED McCloskey/Jackson that the Minutes of the Airport Operations Committee Meeting held on Tuesday, 13th September 2022 be received and noted.

Carried
241.9.22

Manex

(C14-3.4)

MOVED Jackson/Derrett that the Minutes of the Manex Meeting held on Tuesday, 13th September 2022 be received and noted.

Carried
242.9.22

DELEGATES REPORTS

Item 1 Castlereagh Macquarie County Council

(C15-1)

MOVED Kinsey/Whiteley that the Draft Minutes of the Castlereagh Macquarie County Council held on Monday, 29th August 2022 be received and noted.

Carried
243.9.22

Item 2 Mining & Energy Related Councils (NSW) Inc. AGM and Ordinary Meeting

(C14-6.3)

MOVED Jackson/Derrett that the Minutes of the Mining & Energy Related Councils (NSW) Inc. Ordinary Meeting held on Friday, 2nd September 2022 be received and noted.

Carried
244.9.22

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

POLICY

Item 1 Alcohol and Other Drugs Policy (S12-14.4, P13-1)

GM – A
Chk Lst

MOVED Jackson/Kinsey that the amended Alcohol and Other Drugs Policy be adopted.

**Carried
245.9.22**

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

MOVED Derrett/Jackson that:

GM – A
Chk Lst

1. The information be received and noted;
2. That where possible or required the following matters that were generally agreed to at the Councillor Workshop on the 14th September 2022 be incorporated in the draft Code of Meeting Practice:
 - The Order of Business include “Matters of Urgency”;
 - Reasons for Councillors /Committee Members to be able to attend Council/Committee Meetings by Audio- Visual link be as follows:
 - Health matters like pandemic;
 - Natural disaster and can not attend physically; and
 - Any other proper reason that the Mayor/General Manager believes appropriate.
 - Approval for Councillors/Committee Members to be able to attend Council/Committee Meetings by Audio- Visual link be by the Mayor (for Council Meetings) and General Manager (for Committee Meetings);
 - Council’s Order of Business to include a separate Acknowledgement of Country and be at Council Meetings only;
 - The Acknowledgement of Country be read out by the Chairperson of the Council Meeting;
 - The Acknowledgement of Country wording be as follows “Warren Shire Council acknowledges the traditional owners of the lands within Warren Shire and acknowledges the Aboriginal and Torres Strait Islander people who reside within this Shire”;
 - A Welcome to Country be held at the first Council Meeting of each new Council Term and be provided by an invited Aboriginal Elder if possible.
3. The draft Code of Meeting Practice be placed on public exhibition for a minimum of twenty-eight (28) days and invite submissions for a period of at least forty- two (42) days; and
4. Public submissions received be considered at the 1st December 2022 Council Meeting when considering the draft Code of Meeting Practice for adoption by Council.

GM – A
Chk Lst

GM – A
Chk Lst

**Carried
246.9.22**

GENERAL MANAGER’S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

EA - N

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

**Carried
247.9.22**

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

GENERAL MANAGER'S REPORTS

CONTINUED

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 Derrett/Kinsey that the information be received and noted.

Carried
248.9.22

Item 3 Works Progress Reports – Infrastructure Projects (C14-7.1, G4-1)

MOVED Whiteley/Jackson that the information be received and noted.

Carried
249.9.22

Item 4 Organisational Structure (S12-1.1)

MOVED Jackson/Kinsey that Council adopt the Organisational Structure as detailed within the report.

Carried
250.9.22

Item 5 Christmas Closure (C14-1)

MOVED Jackson/Kinsey that Council close the Office, Service NSW Agency, Library and Works Depot at the close of business on Friday 23rd December 2022 and reopen on Tuesday 3rd January 2023.

Carried
251.9.22

Item 6 Meeting Dates, Times and Order of Business (C14-2)

MOVED Jackson/Kinsey that:

1. Council adopt the meeting dates and location as listed with the commencement time of 8.30 am:

Thursday	27th October 2022	Warren
Thursday	1st December 2022	Warren
Wednesday	25th January 2023	Warren
Thursday	23rd February 2023	Warren
Thursday	23rd March 2023	Warren
Thursday	27th April 2023	Warren
Thursday	25th May 2023	Warren
Thursday	22nd June 2023	Warren
Thursday	27th July 2023	Warren
Thursday	24th August 2023	Warren
Thursday	28th September 2023	Warren

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

GENERAL MANAGER'S REPORTS

CONTINUED

Item 6 Meeting Dates, Times and Order of Business Continued

2. The Order of Business in accordance with Council's Code of Meeting Practice be as follows:

1. Opening meeting;
2. Apologies and applications for a leave of absence by Councillors;
3. Confirmation of minutes;
4. Disclosures of interests;
5. Mayoral minute(s);
6. Reports of Committees/Delegates;
7. Reports to Council;
8. Notices of Motions/Questions with Notice;
9. Matters of Urgency;
10. Confidential matters;
11. Conclusion of the meeting; and
12. Presentations.

3. The Order of Business be amended by changes to the current Code of Meeting Practice.

Carried
252.9.22

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – August 2022 (B1-10.16)

MOVED McCloskey/Derrett that the Statements of Bank and Investments Balances as at 31st August 2022 be received and noted.

Carried
253.9.22

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

MOVED Kinsey/Jackson that the information be received and noted.

Carried
254.9.22

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

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

Carried
255.9.22

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 4 Financial Assistance Grant 2022/2023

(L5-5.2/42)

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

Carried
256.9.22

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

Item 1 Works Progress Reports - Roads

(C14-7.2)

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

Carried
257.9.22

Item 2 Works Progress Reports – Town Services

(C14-7.2)

MOVED Kinsey/Whiteley that the information be received and noted.

At this point in the meeting, the time being 3.40 pm Councillor Van Eldonk left the meeting room.

Carried
258.9.22

Item 3 Works Progress Reports – Fleet/Workshop

(C14-7.2)

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

At this point in the meeting, the time being 3.44 pm, Councillor Van Eldonk returned to the meeting room.

Carried
259.9.22

MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

Item 1 Development Application Approvals

(D4-9)

MOVED Kinsey/Jackson that the information be received and noted.

Carried
260.9.22

Item 2 Works Progress Reports – Health and Development Services

(C14-7.3)

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

Carried
261.9.22

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

MATTERS OF URGENCY

Nil.

CONFIDENTIAL MATTERS

MOVED Jackson/Derrett that the Council proceed into the Committee of the Whole Closed Council, the time being 3.50 pm to consider matters in accordance with Section 10A(2)(c), Section 10A(2)(d)(i), Section 10A(2)(e) and Section 10A(2)(g) of the Local Government Act.

Carried
262.9.22

MOVED Jackson/Derrett that the press and the public be excluded from the Committee of the Whole Closed Council in accordance with Section 10A(2)(c) and Section 10A(2)(d)(i), Section 10A(2)(e) and Section 10A(2)(g) of the Local Government Act.

Carried
263.9.22

Council resumed in Open Council at 4.28 pm.

REPORT OF THE GENERAL MANAGER

Item 1 Warren Family Health Centre

(H2-1, H2-2.2)

MOVED Whiteley/Jackson that:

1. That the information be received and noted;
2. Council authorises the Mayor, the General Manager and the Divisional Manager Finance and Administration to finalise negotiations and agree to arrangements including financial in relation to Warren Family Medical Centre and associated buildings/facilities; and
3. Authority be given to the Mayor and/or General Manager if required to sign all documents in relation to the leases, agreements etc of the Warren Family Medical Centre and associated buildings/facilities under the Seal of Council.

GM – A
Chk Lst

GM – A
Chk Lst

Carried
264.9.22

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Wednesday 21st September 2022 commencing at 2:06 am

CONFIDENTIAL MATTERS

CONTINUED

REPORT OF THE MANAGER HEALTH & DEVELOPMENT SERVICES

CONTINUED

Item 2 **Coatings Condition Assessment Report – Warren War Memorial Swimming Pool
(S19-2)**

MOVED Jackson/Derrett that:

1. That the information be received and noted;
2. Council engage Blackwell Short to commence legal proceedings against Beau Corp Aquatics and Construction; and
3. Council authorises the Mayor, the General Manager, and the Manager Health and Development Services to formulate settlement terms if required.

MHD – A
Chk Lst

GM – A
Chk Lst

**Carried
265.9.22**

There being no further business the meeting closed at 4.33 pm.

THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 27TH OCTOBER 2022 AS BEING
A TRUE AND CORRECT RECORD.

MINUTE NO. .10.22

.....
GENERAL MANAGER

.....
MAYOR