

# **ORDINARY MEETING**

# **MINUTES**

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**THURSDAY 27TH APRIL 2023**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Council Community Room, 115 Dubbo Street Warren  
on Thursday 27th April 2023 commencing at 8:33 am

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## Present:

<b>COUNCILLORS</b>	MJ Quigley	Chair
	KL Walker	
	RJ Higgins	
	SJ Derrett	
	J Van Eldonk	
	HJ Druce	
	RA Jackson	
	GJ Whitley	
	DJ McCloskey	
	NR Kinsey	
<b>STAFF MEMBERS</b>	G Woodman	General Manager (GM)
	B Pascoe	Divisional Manager Finance & Administration (DMFA)
	S Otieno	Divisional Manager Engineering Services (DMES)
	M Stephens	Manager Health and Development Services (MHD)
	J Burtenshaw	Executive Assistant (EA)

## ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was made by the Mayor.

Council observed a minute's silence for the Late Mr Bill Robey who was an employee of Council for 20 years and later served as a Councillor on Warren Shire Council from 1977 to 1980 and again from 1995 to 2012, a further period of 20 years.

The Mayor formally welcomed Council's new Divisional Manager Finance & Administration, Bradley Pascoe to Council.

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## APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

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

**Carried**  
**85.4.23**

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## CONFIRMATION OF MINUTES

**MOVED** Druce/Jackson that the Minutes of the Ordinary Meeting of Council held on Thursday, 23rd March 2023 be adopted as a true and correct record of that Meeting.

**Carried**  
**86.4.23**

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## DISCLOSURES OF INTERESTS

Nil.

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## MAYORAL MINUTE(S)

Nil.

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## REPORTS OF COMMITTEES

**Manex** (C14-3.4)

**MOVED** Walker/Druce that the Minutes of the Manex Meeting held on Tuesday, 18th April 2023 be received and noted.

**Carried**  
**87.4.23**

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## 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, 6th March 2023 be received and noted.

**Carried**  
**88.4.23**

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**Item 2** **Country Mayors Association of New South Wales** (C14-5.5)

**MOVED** Jackson/Kinsey that the Unconfirmed Minutes of the Country Mayors Association of New South Wales held on Thursday, 9th March 2023 be received and noted.

**Carried**  
**89.4.23**

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**Item 3** **Alliance of Western Councils** (C14-6.5)

**MOVED** Kinsey/Druce that the Draft Minutes of the Alliance of Western Councils Meeting held on Thursday, 16th March 2023 be received and noted.

**Carried**  
**90.4.23**

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## POLICY

**Item 1** **Review of Secondary Employment Policy** (P13-1, S12-1)

**MOVED** Whiteley/Kinsey that Council adopt the amended Secondary Employment Policy.

**Carried**  
**91.4.23**

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**GENERAL MANAGER'S REPORTS**

**Item 1 Outstanding Reports Checklist (C14-7.4)**

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

**Carried  
92.4.23**

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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** Kinsey/Walker that the information be received and noted.

**Carried  
93.4.23**

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

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

**Carried  
94.4.23**

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**Item 4 Local Roads and Community Infrastructure Program – Phase 3 Extension and Phase 4 – Local Roads and Community Infrastructure Projects (G4-1.70, G4-1.84)**

GM – A **MOVED** Druce/Derrett Council allocate funding under the Local Roads and Community  
Chk Lst Infrastructure Grant Programs for Phase 3 Extension and Phase 4 to the following projects:

**Engineering Services Department Projects**

▪ Generator and Transfer Switch Warren Airport	\$31,710
▪ Parks and Facilities Irrigation Controller Systems Upgrades	\$105,000
▪ Macquarie Park Flying Fox and Playground Equipment Softfall Further Contribution	\$89,625
▪ Warren Cemetery Entrance Gates Refurbishment	\$21,000
▪ Warren Cemetery Seating Covering	\$15,750
▪ Nevertire Cemetery Seating Covering	\$10,500
▪ Warren Parks and Gardens CCTV System	\$100,000
▪ Oxley Park Electric Barbeques (2)	\$19,950
▪ Victoria Oval and Park Roadway Bitumen Reseal	\$69,930
▪ Macquarie Park Roadway Bitumen Reseal	\$12,285
▪ Warren Walkway Bitumen Reseals	\$170,100
▪ Tiger Bay Signage Refurbishment	\$5,000
▪ Ravenswood Park Softfall Installation	\$89,145
▪ Bore Flat/Depot Parking Area Reseal	\$18,900
▪ Oxley Park Drive Through Area Reseal	\$8,505

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**GENERAL MANAGER'S REPORTS**

**CONTINUED**

**Item 4            Local Roads and Community Infrastructure Program – Phase 3 Extension and Phase 4 – Local Roads and Community Infrastructure Projects**

**Continued**

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|---|----------|
| ▪ Ebert Park U-Turn Bay Area Reseal                 | \$5,670  |
| ▪ Warren Cemetery Access Road Reseal                | \$9,450  |
| ▪ Monkeygar Creek Birdviewing Platform Contribution | \$65,000 |

**Health and Development Services Department Projects**

- |  |                       |
|--|-----------------------|
| ▪ Solar Panel Locations Battery Installation   | \$145,000             |
| ▪ Solar Panel Installation Warren Swimming Pool  | \$40,000              |
| ▪ Solar Panel Installation Warren Showground/Racecourse Complex  | \$40,000              |
| ▪ Victoria Oval Park Permanent Scoreboard Contribution   | <sup>1</sup> \$20,000 |
| ▪ Trailer Mounted Scoreboard (2) Contribution  | \$45,000              |
| ▪ Warren Sporting and Cultural Centre Retaining Wall (Stage 2)   | \$30,000              |
| ▪ Windows on the Wetlands Centre Precinct EV Charging Station (up to 3) and Power Upgrade Contribution | \$37,996              |

**Infrastructure Projects Management Office Projects**

- |  |          |
|--|----------|
| ▪ Carter Oval Carpark Refurbishment Works for Reseals    | \$60,000 |
| ▪ Carter Oval EV Charging Station (up to 3) Contribution | \$45,000 |

**Total Phase 3 Extension and Phase 4            \$1,310,516**

<sup>1</sup> In addition to a \$15,000 contribution from the Warren Rugby Club. Total Cost \$35,000

**Carried  
95.4.23**

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**Item 5            2023 Local Roads Congress – IPWEA (NSW)**

**(R4-13.2)**

**MOVED** Derrett/Walker that:

1. The information be received and noted; and
2. Council approve the attendance of Councillor McCloskey and Councillor Kinsey with the General Manager and Divisional Manager Engineering Services or nominee to the 2023 Local Roads Congress - IPWEA (NSW) on Monday, 5th June 2023.

GM – A  
Chk Lst

**Carried  
96.4.23**

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**GENERAL MANAGER'S REPORTS**

**CONTINUED**

**Item 6 Land Allocation for NSW Rural Fire Service – New Station for Central Warren Brigade (B7-12)**

GM – A  
Chk Lst

**MOVED** Walker/Jackson that Council approve in principle subject to subdivision and development approval and the Rural Fire Service agreeing to the following requirements being of the Rural Fire Services cost the use of approximately 1,604m<sup>2</sup> of land at the intersection of Wilson and Chester Streets, Warren (Part of Lots 1 and 2 DP853548) as detailed within the plan attached to the report for the use for the Rural Fire Service Warren Central Brigade Facility instead of 36 Arthur Butler Drive, Warren (Lot 10 DP746672) at the Warren Airport with this 36 Arthur Butler Drive, Warren land being the alternate for the facility:

- Subdivision application easement and survey work;
- Development application;
- Telecommunications connection;
- Bore water connection;
- River water connection;
- Sewer connection;
- Relocation of the overland flow drain at the location and restoration;
- Kerb and gutter with appropriate heavy duty gutter ramps including road construction/restoration;
- Appropriate easement over the water trunk main in Lot 2 DP853548;
- No building construction over the water trunk main at the location;
- Construction of appropriate hard stand areas suitable for heavy vehicles and equipment;
- Foundations to be suitable, most probably EH level;
- Construction of appropriate Colourbond fencing on the rear and side of the blocks; and
- Emergency operations alarm/sirens on the building not be used at the location.

**Carried  
97.4.23**

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**Item 7 Draft 2023/2024 Operational Plan (A7-4.1/1)**

GM – A  
Chk Lst

**MOVED** Walker/Jackson that Council advertise the Draft 2023/2024 Operational Plan in conjunction with the Draft 2023/2024 Estimates inviting written public submissions and comments up until 4.00 pm Thursday 1st June, 2023.

**Carried  
98.4.23**



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**DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS**

**Item 1 Works Progress Reports - Roads (C14-7.2)**

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

**Carried  
104.4.23**

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**Item 2 Works Progress Reports – Town Services (C14-7.2)**

Councillor Druce expressed her appreciation to Council staff who are involved in the presentation of the Shire. She has received favourable comments by travellers. The Mayor also concurred with Councillor Druce’s comments and asked that his thanks be passed on to those staff members

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

**Carried  
105.4.23**

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**Item 3 Works Progress Reports – Fleet/Workshop (C14-7.2)**

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

**Carried  
106.4.23**

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**Item 4 Proposed Land Acquisition at Marthaguy Bridge, Warren Road (B3-1.2)**

DMES – A  
Chk Lst

**MOVED** Kinsey/Jackson that Council:

1. Authorises compulsory acquisition of portions of land through Lot 7300 DP 1156254 and Lot 7300 DP 1159594;
2. Makes an application to the Minister for approval to acquire portions of land in Lot 7300 DP 1156254 and Lot 7300 DP 1159594 by compulsory process under section 177(2)(b) of the Roads Act 1993; and
3. Authorises use of Council Seal for any required correspondence relating to the compulsory acquisition process.

**Carried  
107.4.23**

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**MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS**

**Item 1 Development Application Approvals (D4-9)**

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

**Carried  
108.4.23**

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**Item 2 Works Progress Reports – Health and Development Services (C14-7.3)**

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

**Carried  
109.4.23**

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**NOTICES OF MOTIONS/QUESTIONS WITH NOTICE**

Nil.

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**MATTERS OF URGENCY**

Nil.

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**CONFIDENTIAL MATTERS**

**MOVED** Kinsey/Jackson that the Council proceed into the Committee of the Whole Closed Council, the time being 10.10 am to consider matters in accordance with Section 10A(2)(b)(d)(i)(e)(g) of the Local Government Act.

**Carried**  
**110.4.23**

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

**Carried**  
**111.4.23**

Council resumed in Open Council at 12.57 pm with Councillor Van Eldonk being an apology for the remainder of the meeting.

**REPORT OF THE MANAGER HEALTH AND DEVELOPMENT SERVICES**

**Item 1                      Warren War Memorial Swimming Pool                      (S19-2)**

**MOVED** Walker/Druce that:

1. The information in the report for the proposed installation of a membrane liner at the Warren War Memorial Swimming Pool be received and noted;
2. Council allocate \$405,454.55 from the restricted funds from Infrastructure Improvement /Replacement Reserve for the installation of a membrane liner at the Warren War Memorial Swimming Pool; and
3. Council subject to successful and suitable agreement finalisation for the final specific details and scope of work engage Beaucorp Projects Pty Ltd for the installation of a membrane liner at the Warren War Memorial Swimming Pool in accordance with the formal quotation Version 3 dated 12th April, 2023 BCP216 V3 as a variation to the current contract under Project BCP145 for a total amount of \$350,000 inclusive of GST with appropriate negotiated variations for the pool gutters where practical to be fully lined with the same lining material and the balance tank to be appropriately lined.

MHD – A  
Chk Lst

MHD – A  
Chk Lst

**Carried**  
**112.4.23**

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CONFIDENTIAL MATTERS

CONTINUED

## REPORT OF THE DIVISIONAL MANAGER ENGINEERING SERVICES

**Item 2** Tender No. RFT C13-79 Construction of Birdviewing Platform at Monkeygar Creek, Gibson's Way (C13-79)

**MOVED** Walker/Druce that:

- DMES – A  
Chk Lst
- DMES – A  
Chk Lst
1. Council, in accordance with the *Local Government (General) Regulation 2005*, formally agree to accept the analysis of the tender evaluation, for the Contract C13-79 Construction of Bird Viewing Platform at Monkeygar Creek; and
  2. The Council subject to the Development Application approval, accepts the tender from Central Industries Pty Limited and authorises the General Manager to enter the contract C13-79 Construction of Bird Viewing Platform at Monkeygar Creek, with Central Industries Pty Limited for the contract sum of \$382,270 (ex GST).

**Carried  
113.4.23**

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## REPORT OF THE DIVISIONAL MANAGER FINANCE & ADMINISTRATION

**Item 3** Recovery and Write Off Rates – Assessment 1384 (R1-4)

- DMFA – A  
Chk Lst
- MOVED** Derrett/Kinsey that the offer of payment from Mr PJ Hamilton on the sale of the vacant lot at 17 Johns Avenue, Ravenswood for \$8,200 be accepted as full payment on the outstanding rates owing on the assessment, with the outstanding amount of \$1,242.26 (as at 16th April 2023) plus any additional accrued interest to be written off.

**Carried  
114.4.23**

There being no further business the meeting closed at 1.00 pm.

THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL  
HELD ON THURSDAY, 25TH MAY 2023 AS BEING  
A TRUE AND CORRECT RECORD.

MINUTE NO. .5.23

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**GENERAL MANAGER**

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**MAYOR**