

ORDINARY MEETING

MINUTES

THURSDAY 25TH JULY 2024

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Thursday 25th July 2024 commencing at 8:34 am

Present:

COUNCILLORS	MJ Quigley	Chair
	J Van Eldonk	
	SJ Derrett	
	NR Kinsey	
	KW Taylor	
	DJ McCloskey	
	G Whiteley	
	RA Jackson	
STAFF MEMBERS	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.

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

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

Carried
174.7.24

CONFIRMATION OF MINUTES

MOVED Whiteley/Jackson that the Minutes of the Ordinary Meeting of Council held on Thursday, 27th June 2024 be adopted as a true and correct record of that Meeting.

Carried
175.7.24

DISCLOSURES OF INTERESTS

Nil.

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MAYORAL MINUTE(S)

Nil.

REPORTS OF COMMITTEES

Ewenmar Waste Depot Committee (C14-3.12)

MOVED Whiteley/Jackson that the Minutes of the Ewenmar Waste Depot Committee Meeting held on Monday, 8th July 2024 be received and noted.

**Carried
176.7.24**

Warren Public Arts Committee (C14-3.29)

MOVED Jackson/Derrett that the Minutes of the Warren Public Arts Committee Meeting held on Monday, 15th July 2024 be received and noted and the following recommendations be adopted:

Item 5.1 The Victoria Park Precinct New Amenities for Female Participants Project Building's Façade (G4-1.82)

That:

1. The Council call for expressions of interest for the concept design;
2. Once a concept and an artist is selected by the Committee and Council, that the design is advertised in the local media so that the public is aware of the design; and
3. That the Committee members provide expertise in the assessment of the artwork, the paint type and quality and other relevant assessments.

DMES – A
Chk Lst

Item 5.2 Public Art Projects for Grants Discussion (C14-3.29)

For the Committee's discussion and recommendation to Council on future directions.

Item 5.3 Community Ideas for Future Public Art Discussion (C14-3.29)

For the Committee's discussion and recommendation to Council on future directions.

**Carried
177.7.24**

Manex (C14-3.4)

MOVED Derrett/Jackson that the Minutes of the Manex Meeting held on Tuesday, 16th July 2024 be received and noted.

**Carried
178.7.24**

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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 Meeting held on Monday, 24th June 2024 be received and noted.

Carried
179.7.24

Item 2 **Warren Interagency Support Services** (C3-9)

MOVED Derrett/Jackson that the Minutes of the Warren Interagency Support Services Meeting held on Thursday, 4th July 2024 be received and noted.

Carried
180.7.24

POLICY

Item 1 **Working With Children (Child Protection) Policy** (P13-1, C3-2, C3-3)

MOVED Taylor/Kinsey that:

1. The information be received and noted;
2. The Working with Children (Child Protection) Policy be adopted.

EA - N

Carried
181.7.24

Item 2 **Review of Council's Social Media Policy** (A1-9.1, P13-1)

MOVED Jackson/McCloskey that:

1. The information be received and noted;
2. The amended Social Media Policy be placed on public exhibition for a minimum of 28 days; and
3. Subject to no adverse comments being received, the renewed Social Media Policy be adopted.

GM – A
Chk Lst

Carried
182.7.24

Item 3 **Closed Circuit Television (CCTV) And Workplace Surveillance** (P13-1, L7-1.5)

MOVED Jackson/McCloskey that:

1. The information be received and noted;
2. The Workplace Surveillance Policy, Warren Code of Practice Closed Circuit Television (CCTV) System and the Closed Circuit Television (CCTV) System Policy be placed on public exhibition for a minimum of 28 days: and
3. Subject to no adverse submissions being received, the Policies and Code of Practice as amended be adopted.

DMES – A
Chk Lst

Carried
183.7.24

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GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

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

At this point in the meeting the time being 9.07 am, Councillor Kinsey left the meeting room.

At this point in the meeting the time being 9.10 am, Council Kinsey returned to the meeting room.

Carried
184.7.24

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 Jackson/McCloskey that the information be received and noted.

Carried
185.7.24

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

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

Carried
186.7.24

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

MOVED Jackson/Taylor that:

GM – A
Chk Lst

1. That the information be received and noted;
2. Council approve the attendance of the Mayor, Deputy Mayor, one (1) Councillor to be determined after expressions of interest and the General Manager to attend the 2024 Local Government NSW (LGNSW) Annual Conference to be held on Sunday 17th November, 2024 to Tuesday 19th November, 2024 in Tamworth;
3. Council approve the attendance of the Mayor, Deputy Mayor one (1) interested Councillor to be determined after expressions of interest and the General Manager to future LGNSW Annual Conferences without further reporting to Council;
4. Any required motions concerning Warren Shire Council and the community of Warren Shire be formulated by the Mayor and General Manager for forwarding to the 2024 LGNSW Conference and future LGNSW Conferences; and
5. Council nominate the Mayor and in the absence of the Mayor, the Deputy Mayor as the Voting Delegate for the 2024 LGNSW Conference and future LGNSW Conferences.

Carried
187.7.24

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – June 2024 (B1-10.16)

MOVED Kinsey/Jackson that the Statements of Bank and Investments Balances as at 30th June 2024 be received and noted.

**Carried
188.7.24**

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

MOVED Derrett/Jackson that the Statement of Rates and Annual Charges information for period ending 30th June 2024 be received and noted.

**Carried
189.7.24**

Item 3 Works Progress Reports – Finance & Administration Projects (C14-7.1, C9-1)

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

**Carried
190.7.24**

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

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

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

At this point in the meeting the time being 9.47 am, Councillor Whiteley left the meeting room.

At this point in the meeting the time being 9.49 am, Council Whiteley returned to the meeting room.

**Carried
191.7.24**

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

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

**Carried
192.7.24**

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

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

**Carried
193.7.24**

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DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

CONTINUED

Item 4 Procurement – Request for “Preferred Supplier” Status – Relevant Local Trades and Commercial Services for Contract C13-94 (C13-94)

MOVED Whiteley/Kinsey that:

1. The information be received and noted; and
2. The Mayor and General Manager be delegated the authority to consider, formally appoint and formally remove if no longer a viable entity, vendors from the attached list as Preferred Suppliers and add to the list in accordance with Council’s Procurement and Disposal Policy for Local Trades and Commercial Services for the Warren Shire Council for the period ending 30th June 2026 under Contract C13-94.

DMES – A
Chk Lst

**Carried
194.7.24**

MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

Item 1 Development Application Approvals (B4-9)

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

**Carried
195.7.24**

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

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

**Carried
196.7.24**

NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

MATTERS OF URGENCY

Nil.

MORNING TEA

At this point in the meeting, the time being 10.10 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.47 am.

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CONFIDENTIAL MATTERS

MOVED Taylor/McCloskey that the Council proceed into the Committee of the Whole Closed Council, the time being 10.48 am to consider matters in accordance with (Section 10A(2)(c) and (d)(i)) of the Local Government Act.

Carried
197.7.24

MOVED Taylor/McCloskey that the press and the public be excluded from the Committee of the Whole Closed Council in accordance with Sections 10A(2)(a) of the Local Government Act.

Carried
198.7.24

Council resumed in Open Council at 11.19 am.

REPORT OF THE GENERAL MANAGER

Item 1 Upgrading of the Swimming Pool Amenities and Facilities (C13-82, G4-1.72)

GM – A
Chk Lst

MOVED McCloskey/Taylor that Council approves the allocation of an amount of \$81,000.00 from available internal restricted funds for *Infrastructure Improvement and Replacement Fund* to cover the funding gap to undertake all necessary variations works at the Warren War Memorial Olympic Swimming Pool Complex to complete the amended project scope.

Carried
199.7.24

Item 2 Victoria Park Female Friendly Amenities Block (C13-85, G4-1.82)

GM – A
Chk Lst

MOVED Taylor/Jackson that:

1. The Council receives and notes the information in this report for the proposed completion of Infrastructure Projects – *Victoria Park Female Friendly Amenities Block*.
2. In accordance with the provisions of Clause 178 (1) (a) of Local Government (General) Regulation 2021 under the Local Government Act 1993, the amended tender submitted by Precinct Commercial Pty Ltd, in the Recommended Tender Amount for the rescope works of **\$593,334.88** (excluding GST), be accepted for Contract No. C13-85 for the *Construction of the Victoria Park Female Friendly Amenities Block, Warren NSW*.
3. Council authorises to affix the Seal of Council to Contract No. (C13-85) for the *Construction of the Victoria Park Female Friendly Amenities Block, Warren NSW; and*
4. Council provides an amount of \$202,549.88 from available internal restricted funds for *Infrastructure Improvement and Replacement* to cover the funding gap to undertake all necessary work at the Victoria Park Sporting Complex for the construction of Female Friendly Amenities Block.

Carried
200.7.24

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There being no further business the meeting closed at 11.22 am.

**THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 22ND AUGUST 2024 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. .8.24

.....
GENERAL MANAGER

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MAYOR