

# **ORDINARY MEETING**

# **MINUTES**

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**THURSDAY 28TH MAY 2020**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
held in the Warren Sporting & Cultural Centre, Udora Road, Warren  
on Thursday 28th May 2020 commencing at 8:30 am

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## Present:

### COUNCILLORS

MJ Quigley Chair

KR Irving

MJ Beach

HJ Druce

KW Taylor

BD Williamson

SJ Derrett

RJ Higgins

KL Walker

AJ Brewer

P Serdity

### STAFF MEMBERS

G Wilcox General Manager (GM)

D Arthur Divisional Manager Finance & Administration (DMFA)

R Lawford Divisional Manager Engineering Services (DMES)

M Stephens Manager Health & Development Services (MHD)

J Burtenshaw Executive Assistant (EA)

## APOLOGIES

Nil.

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## CONFIRMATION OF MINUTES

**MOVED** Brewer/Serdity that the Minutes of the Ordinary Meeting of Council held on Thursday, 23rd April 2020 be adopted as a true and correct record of that Meeting.

**Carried  
84.5.20**

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## DISCLOSURES OF INTERESTS

Councillor Quigley and Councillor Brewer declared an interest in the Section of the Divisional Manager Finance & Administration, Report Item 3 – Rental Reduction Request – Totally Smiles Pty Ltd.

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## MAYORAL MINUTE(S)

The Mayor proposed to set up a Roads Committee with one (1) representative from each Council Ward. This Committee is to discuss local and regional road upgrades, maintenance and road priorities and review road and bridge asset plans.

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**MAYORAL MINUTE(S)**

**CONTINUED**

**Moved** Quigley/Brewer that:

1. Council establish a Road Committee; and
2. Councillor Membership on the Committee be; Council's Mayor Councillor MJ Quigley, Ward A Councillor HJ Druce, Ward B Councillor MJ Beach, Ward C Councillor RJ Higgins and Ward D Councillor AJ Brewer.

**Carried**  
**85.5.20**

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**REPORTS OF COMMITTEES**

**Ewenmar Waste Depot Sunset Committee**

**(C14-3.23)**

**MOVED** Serdity/Druce that the Minutes of the Ewenmar Waste Depot Sunset Committee meeting held on Thursday, 7th May 2020 be received and noted with the following recommendation:

**Item 5.1          Netwaste Contract Extension for Collection and Recycling of Scrap Metal.**

**(G2-4.3)**

That the information be received and noted and Warren Shire Council agree to the 12 month extension with Sims Metal Management.

MHD-A  
Chk Lst

Councillor Walker enquired on the St Mary's School building rubbish being placed in the general section of the waste depot. The Manager Health and Development Services took this question on notice.

Councillor Brewer requested if the Ewenmar Waste Depot Committee could undertake an investigation on recycling some of the materials at the waste depot. The General Manager advised how the process is handled regarding e.g. tip shops and selling items.

**Carried**  
**86.5.20**

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**Sporting Facilities Committee**

**(S21-2.1)**

**MOVED** Williamson/Taylor that the Minutes of the Sporting Facilities Committee meeting held on Wednesday, 13th May 2020 be received and noted and the following recommendations be adopted:

**Item 6.3          Centre Manager Report – Maintenance and Repairs**

**(S21-2)**

1. The information be received and noted;
2. The approximate cost to construct a second and third tier retaining wall at the disability ramp is \$20,000.00 ex GST to be completed via grant application.
3. The approximate cost to construct the upstairs disability toilet at the Warren Sporting and Cultural Centre is \$40,000.00 ex GST to be completed via grant application.
4. The approximate cost to construct a pathway from the downstairs paved area to the disability ramp is \$20,000.00 ex GST to be completed via grant application.

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**REPORTS OF COMMITTEES**

**CONTINUED**

**Sporting Facilities Committee**

**Continued**

**Item 6.4      Splash Park**

That the Committee note the funding available from the NSW Government under the Stronger Country Communities Fund Round 3 Program and that preliminary design work has commenced for installation once the Deed Agreement has been signed.

**Item 6.5      Skate Park Shade Sails**

1. The Committee note the provision of shade sails over the entire Skate Park area and that the shade sails shall be provided from grant funding; and
2. Additional shade sails will be provided to the Carter Oval Precinct including the Swimming Pool through grant and other funding.

**Item 6.6      Led Lighting Designs**

1. The Committee note that Council has undertaken professional LED Lighting designs for the senior cricket ground, the soccer fields at Carter Oval Sports Precinct, the outdoor netball courts and the Rugby League/ Union football ground (replace existing lamps with LED lamps) at Victoria Oval;
2. Council has applied for grant funding through the NSW Government Clubs Grant Category 3 Infrastructure Grants Program for lighting at the Carter Oval Sports Precinct cricket field,
3. Staff will continue to look for and apply for grant funding to upgrade or develop existing lighting at other sporting areas to LED high intensity lighting suitable for the sport undertaken

**Item 6.7      Cricket Ground Upgrade**

1. The Committee note the provision of a change room and canteen building on the south western side of the field that will serve all users including Senior and Junior Cricket, Little A's, Soccer and other users and that costs, quotations or tenders are required to build this structure;
2. Two (2) storage buildings will be provided at opposite ends of the senior cricket pitch for the Soccer Clubs and Little A's;
3. The cricket ground has been enlarged to competition size and a turf cricket pitch shall be developed that is on an alignment of 046°/226° as permitted in the field set out design;
4. New cricket practice nets shall be provided to the north western corner of the precinct adjacent to the Council Works Depot;
5. Council has sought a professional design for lighting, suitable for fast ball games;
6. A new fence shall be priced (picket) to define the field boundaries and current or future grant funding shall be used; and
7. Irrigation upgrades will be undertaken based on professional irrigation design and computer management programs.
8. PA system to be installed.

**Item 6.8      Warren Swimming Pool Component of the Carter Oval Precinct Master Plan**

That the Committee note the process of developing the Warren Swimming Pool component of the Carter Oval Sports Precinct Master Plan and time frames.

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## REPORTS OF COMMITTEES

CONTINUED

### Sporting Facilities Committee

Continued

#### Item 6.9 Drought Assistance Grant

That the Committee recommend to Council the allocation of funds to the following projects from the Federal Government Drought Assistance Grant.

No.	Program	Amount (\$)
1	Adverse Event Plan	5,000
2	Warren CBD Toilet	162,292
3	Turf surrounds – Netball Courts	30,000
4	Drought Relief Events	22,292
5	Warren Tennis Courts Upgrade	77,292
6	Carter Oval – LED Lights	274,166
7	Skate Park – Shade Shelter	172,292
8	Racecourse/Warren Pool Upgrades	112,292
9	Walkway Structures	37,292
10	CBD Murals – Planning	22,292
11	Warren Cemetery Upgrade	82,292
12	External Audit	2,500
	<b>Total</b>	<b>1,000,000</b>

Carried  
87.5.20

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### Manex

(C14-3.4)

**MOVED** Irving/Beach that the Minutes of the Manex Meeting held on Tuesday, 19th May 2020 be received and noted with the following recommendations:

#### Item 7 Operational Procedures

(I2-11.1)

That:

1. The information be received and noted; and
2. The Procedure for Telephones be adopted.

Carried  
88.5.20

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## DELEGATES REPORTS

### Item 1 Outback Arts Inc. Annual General Board Meeting

(C17-2)

Councillor Serdity gave the meeting a verbal report on the Outback Arts Inc. Annual General Board Meeting held on Monday 25th May 2020.

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**GENERAL MANAGER'S REPORTS**

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

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

**Carried  
89.5.20**

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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 the following item of the business paper.

**Item 2 Committee/Delegates Meetings (C14-2)**

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

**Carried  
90.5.20**

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**Item 3 Election of Mayor (C14-13)**

**MOVED** Walker/Taylor that:

- EA - N
1. That Council note that a Mayoral Election is required in September 2020 and that it is to be held at the Ordinary 24th September Council Meeting, and
  2. That the 21st September 2020 Extra Ordinary Meeting be removed from Council's Meeting schedule.

**Carried  
91.5.20**

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**Item 4 Purchase of Public Land for Toilet (P16-15.15)**

**MOVED** Taylor/Druce that:

- GM-A  
Chk Lst
1. That Council enter into a contract for the purchase of land from Ten Heads Pty Ltd to develop a public toilet facing Dubbo Street at an estimated cost of \$12,000 (ex. GST); and
  2. That the Mayor and or General Manager be permitted to sign a contract for land purchase and apply the Council Seal as required.

**Carried  
92.5.20**

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**Item 5 Orana Regional Joint Organisation (L5-16.3)**

GM-A  
Chk Lst **MOVED** Taylor/Derrett that Warren Shire Council advise the Orana Joint Organisation that it will remain a member of a Joint Regional Organisation and that its preference is for the Minister to redevelop or replace the Orana Joint Organisation to include Dubbo Regional Council and potentially other non-aligned rural Councils.

**Carried  
93.5.20**

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**GENERAL MANAGER'S REPORTS**

**CONTINUED**

**Item 6 Warren Shire Council Work Force Plan and Strategy (Drought Conditions) 2020 (S12-1.1)**

**MOVED** Serdity/Taylor that:

1. Council Adopt the Work Force Plan and Strategy (Drought Conditions) 2020; and
2. That the changes to the reporting lines for Environmental Services staff be delayed until the building works at the Administration Building are completed or by November 2020 due to relocation and co-ordination of staff factors.

**Carried  
94.5.20**

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

**Item 1 Reconciliation Certificate – April 2020 (B1-10.16)**

**MOVED** Serdity/Derrett that the Statements of Bank and Investments Balances as at 30th April 2020 be received and noted.

**Carried  
95.5.20**

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

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

**Carried  
96.5.20**

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**Item 3 Rental Reduction Request – Totally Smiles Pty Ltd (S1-1.18)**

At this point in the meeting, the time being 9.43 am Councillor Quigley and Councillor Brewer declared an interest and left the meeting and were not in sight of or could hear the meeting. Councillor Williamson assumed the role of Chair.

**MOVED** Derrett/Serdity to suspend standing orders to allow discussion of the report.

**Carried  
97.5.20**

**MOVED** Serdity/Derrett that Council to reinstate standing orders.

**Carried  
98.5.20**

DMFA-A  
Chk Lst

**MOVED** Serdity/Derrett that:

1. Council deny Totally Smiles Pty Ltd request to grant a 2 month rent free period for April and May 2020 and then a 50% rental reduction thereafter until patient numbers return to normal,
2. Council advise Totally Smiles Pty Ltd it will defer request for payment of rent for April, May and June 2020 until 30th June 2020 in line with Council's Financial Hardship Policy offered to ratepayers.

**Carried  
99.5.20**

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At this point in the meeting the time being 9.56 am, Councillor Brewer and Councillor Quigley returned to the meeting and Councillor Quigley resumed the role of Chair.

**MORNING TEA**

At this point in the meeting, the time being 9.56 am, Council adjourned for Morning Tea.

**RESUMPTION**

The meeting resumed at 10.30 am.

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

**Item 4            Rental Reduction Request – Rural & Remote Medical Services Ltd            (\$1-1.39)**

**MOVED** Druce/Williamson to suspend standing orders to allow discussion of the report.

**Carried**  
**100.5.20**

**MOVED** Druce/Williamson that Council to reinstate standing orders.

**Carried**  
**101.5.20**

DMFA-A  
Chk Lst

**MOVED** Beach/Taylor that Council deny the request for a rental reduction and offer the Rural & Remote Medical Services the opportunity to submit further financial information for assessment by Council.

**Carried**  
**102.5.20**

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**MOVED** Irving/Derrett that the report Notice of Motion be brought forward.

**Carried**  
**103.5.20**

**NOTICE OF MOTION**

**Item 1            Swimming Pool Entry            (\$19-2)**

**MOVED** Irving/Higgins that:

1. The item be withdrawn; and
2. The item be further considered at the next Sporting Facilities Committee.

**Carried**  
**104.5.20**



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## DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

### Item 5 Draft 2020/2021 Operational Plan & Estimates Submissions (E4-40)

**MOVED** Williamson/Serdity:

DMFA-A  
Chk Lst

1. The public submissions to the Draft 2020/2021 Operational Plan & Estimates be received and noted;
2.
  - a) Council consider the submission from Councillor Karlene Irving for changes and additions to various sections of the Operation Plan at the Council Workshop scheduled for the 10th June 2020.
  - b) That the reducing of the daily pool entry fee to \$1.00 be referred to the Warren Sporting Facilities Committee;
  - c) Remove Warren CWA from the Council Donation (page 40) and offering the same Donation to Warren Youth Foundation for 15 Burton Street, Warren (old CWA land).
3. That Council send a letter to GN and RM Stephens and others to advise that there is no change to the Waste Depot access charge and advise of Council's provisions for financial hardship.

**Carried**  
**105.5.20**

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## MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

### Item 1 Land Acquisition for Rural Fire Services Bullagreen Lane (S1-1.13/4)

**MOVED** Irving/Druce that:

MHD-A  
Chk Lst

1. Council accept the gifted land, Lot 9 DP132869 Bullagreen Lane, for the purpose of the construction of a Rural Fire Services shed.
2. The Mayor and or General Manager be permitted to sign a contract for land purchase and apply the Council Seal as required.

**Carried**  
**106.5.20**

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### Item 2 Local Strategic Planning Statements (P15-33)

**MOVED** Irving/Derrett that:

1. The information is received and noted, and
2. The revised Local Strategic Planning Statement be adopted, subject to approval from the Department of Planning, Industry and Environment.

**Carried**  
**107.5.20**

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