

ORDINARY MEETING

MINUTES

THURSDAY 27TH AUGUST 2020

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

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.

CONFIRMATION OF MINUTES

MOVED Irving/Walker that the Minutes of the Ordinary Meeting of Council held on Thursday, 23rd July 2020 be adopted as a true and correct record of that Meeting.

**Carried
150.8.20**

DISCLOSURES OF INTERESTS

Councillor Taylor declared an interest in the Section Reports of Committees, Meeting of the Local Traffic Committee held on Thursday, 6th August 2020, Item 4.3 Loading Zone Establishment – Cobb Lane Warren.

MAYORAL MINUTE(S)

That as Mayor the following actions have been taken between meetings and I seek endorsement of Council;

1. That the General Manager and Mayor were required to use Council's Seal under Clause 400 of the Local Government (General) Regulation 2005 to place the seal on a plan of subdivision for land being purchased by Council for a public toilet in Dubbo Street.
-

WARREN SHIRE COUNCIL
Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

MAYORAL MINUTE(S)

CONTINUED

MOVED Quigley/Druce that Council approve the use of the Council Seal under Clause 400 of the Local Government (General) Regulation 2005 to allow the registration of a land subdivision.

Carried
151.8.20

2. That as discussed with Councillors in relation to the General Managers appointment process and as per Council's resolution of July 2020.

MOVED Quigley/Taylor that Council approve the appointment of LGNSW to undertake the recruitment of a new General Manager.

Carried
152.8.20

3. That as discussed with Councillors in relation to Gym Fees and issues of opening the gym due to Covid restrictions

MOVED Quigley/Derrett that Council approve the action taken to write to all gym members and offer an extension of membership or refund as contained in the minutes of the Sporting Facilities Committee Meeting.

Carried
153.8.20

4. The Mayor attended a meeting in Dubbo with Minister Pitt MP, regarding water recovery in the Macquarie River.

REPORTS OF COMMITTEES

Warren Public Arts Committee

(C14-3.29)

MOVED Williamson/Serdity that the Minutes of the Warren Public Arts Committee Meeting held on Tuesday, 28th July 2020 be received and noted and the following recommendations be adopted:

3.1 Public Arts Charter and Policy

(P13-1, C14-3.29)

That Council adopt the Arts Law Centre of Australia Public Art: Design and Commissioning Information Sheet as provided to the Committee as a Policy, with an acknowledgement to the Arts Law Centre of Australia.

3.2 Design Arts and Required Painting Quality

(C14-3.29)

That Council seek quotations to paint the Stafford Street reservoir tower, under a selective-tendering process to be able to submit a grant application for the project, with the artists and scope of works recommended by the Committee.

Carried
154.8.20

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

REPORTS OF COMMITTEES

CONTINUED

Airport Operations Committee

(C14-3.12)

MOVED Williamson/Taylor that the Minutes of the Airport Operations Committee Meeting held on Thursday, 6th August 2020 be received and noted and the following recommendations be adopted:

Item 2.1 Runway Refurbishment

That Council undertake negotiations with Fulton Hogan to make adjustments to the tender document to allow the construction of the gravel runway and drainage, undertake repairs to the main runway from the eastern end to remove the two (2) critical humps, to construct the taxiways and other works.

Item 2.5 Airport Terminal Building

That Council seek quotations for the building elements and construction of a terminal building within the grant budget. That final costs are presented to the Committee.

Item 2.6 Request to Consider a Flying School and Lease of Building

That Council negotiate with Bankstown Flying School to establish a school at Warren and prepare conditions of lease.

General Business

That Council advertise for two (2) flying members on the Airport Committee through Council's monthly newsletter and website.

Carried
155.8.20

Local Traffic Committee Minutes

(T5-2)

At this point in the meeting, the time being 8.56 am Councillor Taylor declared an interest and left the meeting and was not in sight of the meeting room.

MOVED Druce/Beach that the Minutes of the Local Traffic Committee Meeting held on Thursday, 6th August 2020 be received and noted and the following recommendations be adopted:

Item 4.1 Traffic Flow Changes Warren Heavy Vehicle Bypass

(C14-3.17)

That:

1. The Local Traffic Committee and the Council formally acknowledge the intent to implement the changes complying with the Council resolution numbered 216.10.19 formatted at its meeting conducted on the 24th October 2019,
 2. The proposed extensive onsite advertisement utilising the various forms of media and hard-face signage be utilised before, during and after the event,
 3. As many media connections, including Website, Facebook, Warren Weekly, Televised Article (Shire Mayor) and a Local Area Radio Interview be utilised, and
 4. The TfNSW approached to assist with the cost of establishing the "Give Way" changes on the intersection of the Carinda and Industrial Access Roads.
 5. That a letter be sent to all landholders along the Carinda Road.
-

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

REPORTS OF COMMITTEES

CONTINUED

Local Traffic Committee Minutes

Continued

Item 4.2 Change of Parking Direction Burton Street – Adjacent Warren TAFE (R4-20.1)

That:

1. The parking in Burton Street between the bridge over the Macquarie River and Lawson Street on the eastern side immediately adjacent to the Warren TAFE be changed from angle parking to parallel parking,
2. TfNSW be approached to assist with the cost of establishing the parking changes, and
3. The changes be arranged as soon as possible.

Item 4.3 Loading Zone Establishment – Cobb Lane Warren (R4-2.6)

That:

1. The area highlighted in pink on the attached plan, being the centre portion of Cobb Lane be registered as a loading zone,
2. The appropriate signposting be established illustrating the area to the public, and
3. That a letter be sent to those residents affected advising of the formalisation of the loading area.

Council resolved that Councillor Derrett be appointed to the Local Traffic Committee as an alternate Delegate.

Council resolved that staff parking, children drop off and pick up areas be investigated with St Mary's School.

Carried
156.8.20

At this point in the meeting the time being 9.10 am, Councillor Taylor returned to the meeting room.

Sporting Facilities Committee (S21-2.1)

MOVED Quigley/Higgins that the Minutes of the Sporting Facilities Committee meeting held on Wednesday, 12th August 2020 be received and noted and the following recommendations be adopted:

Item 6 Centre Manager Report – Gym Fees (S21-2)

That letters be sent out from the Centre Manager regarding Gym fees in relation to COVID – 19 restricted hours and that an offer to refund fees or extend gym contract period be offered on a pro rata basis.

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

REPORTS OF COMMITTEES

CONTINUED

Sporting Facilities Committee

Continued

Item 6.3 Funding

(S21-2)

That Council purchase the following items as listed:

Item	Comment
Wireless Scoreboard Indoor Court Upgrade	\$8000.00 allocated in 2020-21 budget to complete, Centre Manager to obtain quotes. That local clubs fund raise 25% and Council to provide 75% to help with the cost of asset renewal.
TV Antenna and Ports	\$1800.00 allocated in 2020-21 budget to install antenna on roof and ports in Community Room and Downstairs Carpeted Area
Projector, Screen, Audio Visual	\$3600.00 allocated in 2020-21 budget to upgrade audio visual equipment in community room and downstairs carpeted area. Retractable ceiling mounted screen and projector for community room and wall mounted TV with cabinet to be installed in downstairs carpeted area. If funds allow investigate upgrade to TV, webcam and microphone system on conference cart in Community room for conference meetings.
Bain Marie Purchase	\$2400.00 allocated in 2020-21 budget to purchase new Bain Marie in kitchen area. Old Bain Marie to be used for hire away from the building only to avoid damage to unit.
Evaporative Air Conditioner Unit Northern End	\$13,800.00 allocated in 2020-21 budget to upgrade evaporative air conditioner unit on northern end of building. To be installed

Item 9 Swimming Pool Entrance Fee

(S19-2)

That Council reduce all Season Ticket fees by 25% during the 2020-2021 financial year for the Warren War Memorial Swimming Pool and Council set a fee of \$2.00 inc GST for single pool entry into the Warren War Memorial Swimming Pool during the 2020-2021 financial year.

**Carried
157.8.20**

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

REPORTS OF COMMITTEES

CONTINUED

Manex

(C14-3.4)

MOVED Druce/Williamson that the Minutes of the Manex Meeting held on Tuesday, 18th August 2020 be received and noted with the following recommendations:

Item 3 Action Checklist

That the:

1. Information be received and noted and the item marked with an asterisk (*) be deleted; and
2. Engineering Department return completed staff performance reviews immediately.

Item 4.2 Projects and Assets Status Report

That the:

1. Information be received and noted; and
2. Report be reviewed by the relevant officers and brought back to the Committee.

Item 4.3 Ewenmar Waste Depot Status Report

That the:

1. Information be received and noted; and
2. Manager Health and Development Services contact the NSW Environmental Trust to request a variation to the funding deed for an extension of time.

Carried
158.8.20

REPORTS OF DELEGATES

Item 1 Warren Interagency Support Services – Meeting 13th August 2020

(C3-9)

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

Carried
159.8.20

Item 2 Association of Mining and Energy Related Councils (NSW) Inc.

(C14-6.3)

Councillor Irving's report referenced the minutes of the Executive Meeting of the MERC held on Friday August 14th. Of note is that Stu Hodgson, NSW DPIE, Director Programs Renewable Energy Zones, provided an informative presentation on REZs' and the Central West Renewable Energy Zone, made available as a PDF to member Councils. Since the meeting Councillor Irving, on behalf of Council, requested clarification in relation to Warren Shire Council's potential involvement in the Central West REZ. Further to this, Council received an email from Executive Officer, Greg Lamont that Stu Hodgson had contacted him notifying him that Warren Shire Council will be included in the Central West REZ and involved in further consultation.

MOVED Irving/Derrett that the verbal report presented by Councillor Irving be received and noted.

Carried
160.8.20

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

POLICY

Item 1 Draft Public Art: Design and Commissioning Policy (P13-1, C14-3.29)

EA - N **MOVED** Williamson/Serdity that Council adopt the Draft Public Art: Design and Commissioning Policy.

**Carried
161.8.20**

Item 2 Draft Leave for Civil Emergencies Policy (P13-1, S12-1)

EA - N **MOVED** Irving/Serdity that Council adopt the Draft Leave for Civil Emergencies Policy.

**Carried
162.8.20**

Item 3 Draft Staff Relocation Assistance Policy (P13-1, S12-1)

EA - N **MOVED** Taylor/Williamson that Council adopt the Draft Staff Relocation Assistance Policy.

**Carried
163.8.20**

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

EA-N **MOVED** Taylor/Druce that the information be received and noted and that the items marked with an asterisk (*) be deleted, including the item 28.5.20 - 92.5.20 Purchase of Public Land for Toilet.

**Carried
164.8.20**

Item 2 Committee/Delegates Meetings (C14-2)

EA-N **MOVED** Derrett/Walker that:

1. The information be received and noted;
2. Include the 8th October 2020 Interagency Meeting to the meeting schedule and the upcoming Murray Darling Association Conference.

**Carried
165.8.20**

Item 3 Draft Memorandum of Agreement – Windows on Wetlands Committee (P1-7.17/1)

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

**Carried
166.8.20**

MOVED Williamson/Walker to reinstated standing orders.

**Carried
167.8.20**

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

GENERAL MANAGER'S REPORTS

CONTINUED

Item 3 Draft Memorandum of Agreement – Windows on Wetlands Committee

GM A
Chk Lst

MOVED Williamson/Walker that Council send a letter to the Windows on the Wetlands Committee to extend the current Memorandum of Agreement (MOA) and review the agreement in December.

**Carried
168.8.20**

Item 4 Draft Memorandum of Agreement – Warren Youth Foundation (C3-3.4)

GM-A
Chk Lst

MOVED Irving/Brewer that:

1. Council enter into a MOA with the Warren Youth Foundation subject to the following;
 - a. The Warren Youth Foundation make two (2) presentations annually to Council to update Council on the development and progress of the youth centre and its activities.
 - b. Council will support any proposed development works if legally allowed and in line with zoning requirements.
 - c. Council will provide advice as to the Community Builders Funding Program that will assist in the hiring of community facilities.
 - d. Council will partner in the review and submission of grant applications.
 - e. Council will make an annual donation of Rates, and Water and Sewerage Charges.

**Carried
169.8.20**

Item 5 Warren Airport Water – Land Access Agreement (A2-16, W1-1)

GM A
Chk Lst

MOVED Walker/Williamson that Council waive the fee charged on rates notices for water access as compensation for allowing access to private property for the installation of the water main to Warren Airport to the following properties; Lot 258 DP755314 (Marks), Lot 202 DP755314 (Rose), Lot 217 DP755314 (Sandell) and Lot 4 DP844748 (Sandell).

**Carried
170.8.20**

MORNING TEA

At this point in the meeting, the time being 10.20 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.50 am.

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 6 Sale of Land – Nevertire – Part Sewerage Treatment Works (S1-1.31/1)

DMFA -A
Chk Lst

MOVED Serdity/Druce that Council defer this item until further information can be provided on lease fees and sale options and that this information be reported back to Council.

**Carried
176.8.20**

MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

Item 1 Request to Revoke a Menacing Dog Declaration (D5-10)

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

**Carried
177.8.20**

MOVED Beach/Druce to reinstated standing orders.

**Carried
178.8.20**

MHD A
Chk Lst

MOVED Beach/Druce that:

1. The information be received and noted.
2. The menacing dog declaration continue to remain in place.

**Carried
179.8.20**

NOTICE OF MOTION

Item 1 Model Code of Conduct and Procedures (A7-6)

GM A
Chk Lst

MOVED Irving/Walker that:

1. Council hold a workshop (on Wednesday, 9th September) to review the new prescribed Model Code of Conduct and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW (2020) to inform its adoption at an Ordinary Meeting of Council as soon as possible.
2. Council make a correction to the minutes of the Ordinary Meeting of Council on Thursday, 27th June 2019 as per Item 3 on p.5 of the Policy Report of the General Manager, "Model Code of Conduct (A7-6)", to recognise the adoption of the Model Code of Conduct, rather than replicating the adoption of the Model Code of Meeting Practice.

**Carried
180.8.20**

MATTERS OF URGENCY

Nil.

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Warren Sporting & Cultural Centre, Udora Road, Warren
on Thursday 27th August 2020 commencing at 8:32 am

CONFIDENTIAL ITEM

MOVED Taylor/Derrett that the Council proceed into the Committee of the Whole, the time being 11.44 am to consider the following matter.

Carried
181.8.20

MOVED Taylor/Derrett that the press and the public be excluded from the Committee of the Whole.

Carried
182.8.20

Item 1 Request by Bathurst Regional Council (W5-2.1)

GM A
Chk Lst

MOVED Quigley/Serdity that Council advise Bathurst Regional Council that it does not regard the dual naming of the Macquarie River to be a matter for Council.

Carried
183.8.20

Item 2 Netwaste Tender for the Collection & Recycling of Used Motor Oil (G2-4.3)

MHD A
Chk Lst

MOVED Druce/Walker that:

1. The information be received and noted;
2. Council accept the tender submitted by Cleanaway dated 28th July 2020 for the initial two (2) year term and sign the required contract documentation; and
3. The resolution regarding this tender remains confidential to the Council and NetWaste until all Councils have confirmed their acceptance or otherwise and an acceptance notice and all tenderers have been informed of the outcome.

Carried
184.8.20

RESUMPTION OF ORDINARY MEETING

MOVED Taylor/Derrett that Council resume the Ordinary meeting of Council at 11.54 am.

Carried
185.8.20

There being no further business the meeting closed at 11.55 am.

THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 24TH SEPTEMBER 2020 AS BEING
A TRUE AND CORRECT RECORD.

MINUTE NO. .09.20

.....
GENERAL MANAGER

.....
MAYOR