

# **ORDINARY MEETING**

# **MINUTES**

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**THURSDAY 1ST DECEMBER 2022**

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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 1st December 2022 commencing at 8:30 am

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## Present:

<b>COUNCILLORS</b>	MJ Quigley	Chair
	SJ Derrett	
	NR Kinsey	
	GJ Whiteley	
	DJ McCloskey	
	KW Taylor	
	HJ Druce	
	RJ Higgins	
	RA Jackson	
<b>STAFF MEMBERS</b>	G Woodman	General Manager (GM)
	J Murray	Acting 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 Brewer, Councillor Walker and Councillor Van Eldonk who were absent due to external commitments, and it was **MOVED** Jackson/Kinsey that the apologies be accepted and a leave of absence for the members concerned be granted.

**Carried**  
**293.12.22**

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## CONFIRMATION OF MINUTES

**MOVED** Jackson/Whiteley that the Minutes of the Ordinary Meeting of Council held on Thursday, 27th October 2022 be adopted as a true and correct record of that Meeting.

**Carried**  
**294.12.22**

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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** Jackson/Druce that the Minutes of the Manex Meeting held on Tuesday, 22nd November 2022 be received and noted.

**Carried**  
**295.12.22**

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**Economic Development Committee** (C14-3.22)

**MOVED** Derrett/Druce that the Minutes of the Economic Development Committee Meeting held on Wednesday, 9th November 2022 be received and noted and the following recommendations be adopted:

**Item 5.2 Economic Development Strategy and Action Plan** (D3-1)

- GM – A  
Chk Lst
- GM – A  
Chk Lst
- GM – A  
Chk Lst
1. That the document be progressed as the Warren Shire Economic Development Strategy and Action Plan;
  2. Key stakeholders be engaged to ascertain their commitment to support responsibilities in the Draft Plan; and
  3. The next draft document be completed following a workshop with the Economic Development and Promotions Committee that determines actions, timing, goals/measures, lead matters, who supports on matters, status and supporting documentation, taking on board previous documents.

**Item 5.3 Warren and the Visitor Economy Community Consultation Report August 2022-Executive Summary** (T4-1, T4-1.1)

GM – A  
Chk Lst

That the Chair of the Committee, Mayor and General Manager meet with RiverSmart Australia Limited, Macquarie Wetlands Association and the Warren Chamber of Commerce to ascertain their thoughts on how to progress the establishment of the Destination Macquarie Marshes Stakeholder Group.

**Carried**  
**296.12.22**

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**Warren Public Arts Committee** (C14-3.29)

**MOVED** Jackson/Druce that the Minutes of the Warren Public Arts Committee Meeting held on Monday, 14th November 2022 be received and noted and the following recommendations be adopted:

**Item 5.1 Public Art on Private Property Murals** (C14-3.29)

GM – A  
Chk Lst

That the Committee receive a further report on a possible mural project for the left over funds from the Murray Darling Basin Economic Development Round Three (3) Grants Program.

**Item 5.2 Warren CBD Toilet/Amenities** (G4-1.20)

That Council note that the Committee subject to the quality of the photographs and their suitability to be used in the wrap collage by a graphic designer determined the most suitable historical photographs to be used for Warren CBD Toilet/Amenities front wall wrap collage.

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**REPORTS OF COMMITTEES**

**Warren Public Arts Committee**

**Continued**

**Item 5.3 Lions Park Toilet/Amenities**

**(P1-7.5)**

That Council note that the Committee subject to the quality of the photographs and their suitability to be used in the wrap collage by a graphic designer determined the most suitable Macquarie River photographs to be used for Lions Park Toilet/Amenities wall wrap collage.

**Carried  
297.12.22**

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**Road Committee Minutes**

**(T5-2)**

**MOVED** Whiteley/Kinsey that the Minutes of the Road Committee Meeting held on Wednesday, 16th November 2022 be received and noted and the following recommendations be adopted:

**Items 5.2, 5.3, 5.4 Combined Road Network Self-Help Scheme**

**(R4-1.81, R4-1.34, R4-1.51, R4-1.68, R4-1.33)**

That:

DMES – A  
Chk Lst

1. Due to the crisis of the seriously damaged road network of Warren Shire a self-help Scheme of allowing farmers to undertake urgent repairs without payment on the road network for the good of their business in accordance with the requirements of Council in regards to works standards, Public Liability Insurance, traffic control and proper notification and approval be instigated and managed by the Engineering Services Department;

DMES – A  
Chk Lst

2. The Engineering Services Department develop the appropriate guidelines for the self-help scheme.; and

DMES – N

3. No action be taken in regard to cost reimbursement for works undertaken by landowners on the Kiameron Road.

**Item 5.5 Tottenham Bogan Gate Rail Bridge Request (Verbal)**

**(R3-1)**

DMES – A  
Chk Lst

That an appropriate letter of support be provided for the Tottenham Branch NSW Farmers for the transport of grain on the rail network.

**Carried  
298.12.22**

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**Showground/Racecourse Committee**

**(C14-3.2)**

**MOVED** Druce/Derrett that the Minutes of the Showground/Racecourse Committee Meeting held on Tuesday, 15th November 2022 be received and noted and the following recommendations be adopted:

**Item 5.3 Toilet Amenity Progress Report (Verbal)**

**(S7-1)**

DMES – A  
Chk Lst

That the proposal to demolish both the ladies and male toilets and construct a joint toilet/shower facility at the location of the ladies' toilet be progressed by Council.

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**REPORTS OF COMMITTEES**

**Showground/Racecourse Committee** **Continued**

**Item 6.1 Track Crossing – Pony Club Shed Area** **(S7-7)**

DMES – A  
Chk Lst

That a subcommittee of users and Council be formed to investigate a solution to allow the continued use of the Pony Club shed area track crossing that would be acceptable to Racing NSW and in between time the crossing is not to be used till after the Twilight Races with the other crossing being used at all times.

**Carried**  
**299.12.22**

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**Airport Operations Committee** **(C14-3.12)**

**MOVED** McCloskey/Taylor that the Minutes of the Airport Operations Committee Meeting held on Wednesday, 23rd November 2022 be received and noted.

**Carried**  
**300.12.22**

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**Plant Committee** **(C14-3.8)**

**MOVED** Kinsey/McCloskey that the Minutes of the Plant Committee Meeting held on Wednesday, 23rd November 2022 be received and noted and the following recommendations be adopted:

**Item 6.1 3.6 Metre (12 foot) Slasher** **(P2-1)**

DMES – A  
Chk Lst

That Council allocate \$35,000 for the supply and delivery of an appropriate 3.6m slasher using available funds in the 2022/2023 Plant Replacement Budget.

**Item 6.3 15 Year Plant Replacement Program** **(P2-10)**

DMES – A  
Chk Lst

That the information be received and noted and that a report be provide in early 2023 to finalise the 2022/2023 Plant Replacement Program.

At this point in the meeting, the time being 9.06 am, Councillor Taylor left the meeting room.

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

**Carried**  
**301.12.22**

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**REPORTS OF COMMITTEES**

**Sporting Facilities Committee (S21-2.1)**

**MOVED** Jackson/Whiteley that the Minutes of the Sporting Facilities Committee meeting held on Wednesday, 23rd November 2022 be received and noted and the following recommendations be adopted:

**Item 6.2 Main Oval Facing Scoreboard (S1-1.45)**

That:

1. The information be received and noted;
2. The scoreboard facing the main oval be hard wired for power; and
3. Investigation to be undertaken regarding operating distance of the various scoreboard controllers and the durability of those controllers when exposed to adverse weather conditions.

MHD – A  
Chk Lst

MHD – A  
Chk Lst

**Item 6.3 Portable Scoreboard – Victoria Oval (S1-1.45)**

That:

1. The information be received and noted; and
2. Investigations continue to be undertaken to determine the most suitable portable scoreboard and trailer option.

MHD – A  
Chk Lst

**Carried**  
**302.12.22**

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**DELEGATES REPORTS**

**Item 1 Castlereagh Macquarie County Council (C15-1)**

**MOVED** Whiteley/Kinsey that the Draft Minutes of the Castlereagh Macquarie County Council held on Monday, 7th November 2022 be received and noted.

**Carried**  
**303.12.22**

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

**MOVED** Quigley/Derrett that the Ordinary Meeting and Annual General Meeting of the Country Mayors Association of New South Wales held on Friday, 18th November 2022 be received and noted.

**Carried**  
**304.12.22**

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**POLICY**

**Item 1 Code of Meeting Practice Policy (C14-2)**

**MOVED** Jackson/Taylor that Council adopt the Draft Code of Meeting Practice 2022.

**Carried**  
**305.12.22**

GM – A  
Chk Lst

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**GENERAL MANAGER'S REPORTS**

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

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

**Carried  
306.12.22**

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

**Carried  
307.12.22**

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

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

**Carried  
308.12.22**

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**Item 4 Relax Alcohol Free Zone In Dubbo Street For The Warren Street Christmas Party (L7-1.2)**

GM – A  
Chk Lst **MOVED** Jackson/Kinsey that Council relax the Alcohol-Free Zone in Dubbo Street between Burton and Hale Streets between 3.00 pm to 10.00 pm Friday, 2nd December 2022 for the cordoned off area allocated to the Warren Rugby Union Club bar area in front of the Club House Hotel, with bring your own (BYO) alcohol not being permitted in the rest of the closed off street.

**Carried  
309.12.22**

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**Item 5 Delivery Program Progress Report (E4-40)**

**MOVED** Derrett/Jackson that Council note the Delivery Program Progress Report under s404(5) Local Government Act 1993 and the ongoing actions.

**Carried  
310.12.22**

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**Item 6 Annual Report 2021/2022 (A1-14)**

**MOVED** Derrett/Druce that Council note the Annual Report 2021/2022.

**Carried  
311.12.22**

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**GENERAL MANAGER'S REPORTS**

**CONTINUED**

**Item 7            2023 Western Division of Councils Conference            (C14-5.4)**

GM – A  
Chk Lst

**MOVED** Jackson/Kinsey that Council formally resolve to accept the invitation if provided to the 2023 Western Division of Councils Conference and advise the relevant hosting Council that the Conference will be attended by the Mayor, Deputy Mayor and the General Manager.

**Carried**  
**312.12.22**

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**Item 8            Request for Donation – St Mary's Parish School, Hire of Victoria Park and Warren Sporting and Cultural Centre Facilities for Flood Disaster Concert            (D8-1)**

GM – A  
Chk Lst

**MOVED** McCloskey/Druce that Council make a donation to the St Mary's Parish School for the hire cost and preparation of Victoria Park and the Warren Sporting and Cultural Centre facilities for a Flood Disaster Concert using Council's donation vote and waive the requirement of a security deposit.

**Carried**  
**313.12.22**

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

**Item 1            Reconciliation Certificate – October 2022            (B1-10.16)**

**MOVED** Druce/Jackson that the Statements of Bank and Investments Balances as at 31st October 2022 be received and noted.

**Carried**  
**314.12.22**

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At this point in the meeting, the time being 10.13 am Councillor Taylor left the meeting room.

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

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

**Carried**  
**315.12.22**

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

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

**Carried**  
**316.12.22**

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**DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS**

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

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

At this point in the meeting the time being 10.16 am, Councillor Taylor returned to the meeting room.

At this point in the meeting, the time being 10.20 pm, Councillor Derrett requested and was given a leave of absence and left the meeting room and took no further part in the meeting.

**Carried**  
**317.12.22**

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**MORNING TEA**

At this point in the meeting, the time being 10.24 am, Council adjourned for Morning Tea.

**RESUMPTION**

The meeting resumed at 10.58 am.

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

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

**Carried**  
**318.12.22**

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

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

**Carried**  
**319.12.22**

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**ITEM 4 DISASTER RISK REDUCTION FUND GRANT – DRAGON COWAL CAUSEWAY,  
MERRIGAL ROAD (R4-1.40, F8-9.5, G4-1.75)**

**MOVED** Kinsey/Whiteley that:

1. Council accepts grant funding of \$300,000 from the Resilience NSW under the Disaster Risk Reduction Fund (DRRF), for construction of a ventilated causeway at the Dragon Cowal, Merrigal Road.
2. Authority be given to the Mayor and General Manager to sign the funding deed under seal.

**Carried**  
**320.12.22**

DMES – A  
Chk Lst



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There being no further business the meeting closed at 11.33 am.

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

**MINUTE No.      .1.23**

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**GENERAL MANAGER**

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**MAYOR**