

ORDINARY MEETING

MINUTES

THURSDAY 27TH AUGUST 2026

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Thursday 27th August 2026 commencing at 8:32am

Present:

COUNCILLORS	SJ Derrett	Deputy Mayor (Chair)
	AE Wass	
	NRG Kinsey	
	ME Kelly	
	DDW Cleasby	
	DJ McCloskey	
	RJ Jackson	
STAFF MEMBERS	P Serdity	
	G Woodman	General Manager (GM)
	B Pascoe	Divisional Manager Finance & Administration (DMFA)
	S Otieno	Divisional Manager Engineering Services (DMES)
	S Glen	Acting Manager Health & Development Services (AMHD)
	J Burtenshaw	Executive Assistant (EA) (Minute Taker)
	J Shepherd	Trainee Administration Officer (TAO) (Observer)

ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was made by the Deputy Mayor.

APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

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

Carried
186.8.26

CONFIRMATION OF MINUTES

MOVED Wass/Jackson that the Minutes of the Ordinary Meeting of Council held on Thursday, 23rd July 2026 be adopted as a true and correct record of that meeting.

Carried
187.8.26

DISCLOSURES OF INTERESTS

Nil.

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Council observed a minute's silence for the late Les Grindrod who served as a Councillor on Warren Shire Council from September 1980 to September 1991, including six years as Deputy Shire President.

MAYORAL MINUTE(S)

Item 1 General Matters Concerning Warren Shire (C14-4)

MOVED Derrett/Jackson that:

1. The information be received and noted; and
2. Council provide a \$3,000 donation under Section 356 Local Government Act, 1993 for financial assistance for traffic control costs for the Dusty Langby Little Wings Walk Fundraising Project.

DMFA – A
Chk Lst

Carried
188.8.26

REPORTS OF COMMITTEES

Warren Local Emergency Management Committee (E6-1)

MOVED Serdity/Cleasby that the Minutes of the Warren Local Emergency Management Committee Meeting held on Tuesday, 11th August 2026 be received and noted.

189.8.26

Economic Development & Promotions Committee (C14-3.22)

MOVED Derrett/Jackson that the Minutes of the Economic Development and Promotions Committee Meeting held on Wednesday 12th August 2026 be received and noted.

Carried
190.8.26

Manex Committee (C14-3.4)

MOVED Kinsey/McCloskey that the Minutes of the Meeting of the Manex Committee held on Tuesday, 18th August 2026 be received and noted and the following recommendation be adopted:

4.2.4 Proposed Budget Variations/Adjustments Sought for Quarterly Budget Review Statements (DMFA)

RECOMMENDATION TO COUNCIL that:

1. Approval be given for the funding of the following projects/reserves in 2026/2027:
 - Additional \$23,380 for the Regional Roads Block Grant funding to be allocated to Regional Bridges M&R, bringing the new budget to \$148,000.
2. Appropriate arrangements be made to finalise the final changes of Council's Estimates in this regard using the September 2026 Quarterly Budget Review Statement.

DMES – N
DMFA – A
Chk Lst

DMFA – A
Chk Lst

Carried
191.8.26

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DELEGATES REPORTS

Item 1 Warren Support Services Interagency Meeting (C3-9)

MOVED Derrett/Serdity that the Draft Ordinary Minutes of the Warren Support Services Interagency Meeting held on Monday, 10th August 2026 be received and noted.

Carried
192.8.26

POLICY

Item 1 Investment Policy (P13-1, I3-1.35)

DMFA – A
Chk Lst

MOVED Kelly/McCloskey that Council adopt the amended Investment Policy.

Carried
193.8.26

Item 2 Employee Leave Policy and Procedure (P13-1, S12-1)

DMFA – A
Chk Lst

MOVED Kinsey/McCloskey that Council adopt the amended Employee Leave Policy and Procedure.

Carried
194.8.26

Item 3 Data Breach Policy (P13-1, A7-12)

DMFA – A
Chk Lst

MOVED Wass/Serdity recommendation that:

1. The information be received and noted;
2. The Data Breach Policy detailed within the report, be placed on public exhibition for a minimum of 28 days; and
3. Subject to no adverse submissions being received, the Data Breach Policy be adopted.

Carried
195.8.26

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist (C14-7.4)

EA – N

MOVED Kinsey/Cleasby that the information be received and noted and that the items marked with an asterisk (*) be deleted.

Carried
196.8.26

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.

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 2 Committee/Delegates Meetings (C14-2)

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

Carried
197.8.26

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

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

Carried
198.8.26

Item 4 Disclosures of Interest – Councillors and Designated Persons (A7-9)

MOVED Serdity/McCloskey that the tabled Disclosures of Interest Return for Councillors and Designated Persons be received and noted.

Carried
199.8.26

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – July 2026 (B1-10.16)

MOVED Jackson/Cleasby that the Statement of Bank and Investments Balance as at the 31st July 2026 be received and noted.

Carried
200.8.26

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

MOVED Jackson/Cleasby that the Statement of Rates and Annual Charges information as at 10th August 2026 be received and noted.

Carried
201.8.26

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

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

Carried
202.8.26

Item 4 Summary of Financial Assistance Grant 2026-2027 (G4-1, L5-5.2/47)

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

Carried
203.8.26

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 5 Financial Reports for the Year Ended 30th June 2026 (A1-5.44)

DMFA – A
Chk Lst

MOVED McCloskey/Serdity recommendation that:

1. The necessary elected members and staff be authorised to sign the Statement by Councillors and Management on the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ending 30th June 2026;
2. Council delegate to the General Manager the authority to "authorise the Year End Accounts for issue" subject to there being no material audit changes or audit issues, in accordance with AASB 110; and
3. Council delegate to the General Manager the authority to "finalise the date" at which the auditor's report and financial statements are to be presented to the public as required under Section 418 (1) of the Local Government Act, 1993.

Carried
204.8.26

Item 6 Internally Restricted and Carry Over Funds as at 30th June 2026 (A1-5.44, E4-46)

MOVED Serdity/Cleasby that:

1. Council resolve to approve the list of Internally Restricted Funds as at 30th June 2026, subject to final audit process occurring, in part with the draft 2025/2026 Annual Financial Statements currently being undertaken.
2. Council resolve to approve the Carry Forward values indicated for the General, Water and Sewer Funds respectively, for inclusion in the 2026/2027 budget estimates. The Carry Forward values were fully provided for on a cash basis in 2025/2026 and remained un-expended as at the 30th June 2026.

Carried
205.8.26

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

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

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

Carried
206.8.26

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

MOVED Kelly/Cleasby that the information be received and noted.

Carried
207.8.26

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DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

CONTINUED

Item 3 Works Progress Reports – Plant (P2-1)

MOVED Kelly/Cleasby that the information be received and noted.

Carried
208.8.26

MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

Item 1 Development Application Approvals (B4-9)

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

Carried
209.8.26

MANAGER HEALTH & DEVELOPMENT REPORTS

CONTINUED

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

MOVED Kelly/Serdity that the information be received and noted.

Carried
210.8.26

NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

MATTERS OF URGENCY

Nil.

CONFIDENTIAL MATTERS

Nil.

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There being no further business the meeting closed at 9.35am.

THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 24TH SEPTEMBER 2026 AS BEING
A TRUE AND CORRECT RECORD.

MINUTE NO. .9.26

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GENERAL MANAGER

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MAYOR