

ORDINARY MEETING

MINUTES

THURSDAY 26TH FEBRUARY 2026

WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council
held in the Council Community Room, 115 Dubbo Street Warren
on Thursday 26th February 2026 commencing at 8:34 am

Present:

COUNCILLORS	GJ Whiteley	Chair and Mayor
	SJ Derrett	Deputy Mayor
	AE Wass	
	NRG Kinsey	
	AJ Brewer	
	DJ McCloskey	
	RA Jackson	
	ME Kelly	
	P Serdity	
	RL McKay	
STAFF MEMBERS	G Woodman	General Manager (GM)
	B Pascoe	Divisional Manager Finance & Administration (DMFA)
	S Otieno	Divisional Manager Engineering Services (DMES)
	J Burtenshaw	Executive Assistant (EA) (Minute Taker)

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 Heuston and Councillor Cleasby who were absent due to external commitments, and it was **MOVED** McCloskey/Kinsey that the apologies be accepted and a leave of absence for the members concerned be granted.

**Carried
24.2.26**

CONFIRMATION OF MINUTES

MOVED Serdity/McKay that the Minutes of the Ordinary Meeting of Council held on Thursday, 22nd January 2026 be adopted as a true and correct record of that meeting.

**Carried
25.2.26**

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REPORTS OF COMMITTEES

CONTINUED

Audit, Risk and Improvement Committee

Continued

Item 11.2 Legislation Requirements Status (GM/EA) (C8-1)

That the information be received and noted and that the Committee noted that from the information provided there appears to be no legislation breaches since last reported in September 2025.

Item 13.1 Financial Management Preparation Timeline – 2026 Operational Plan & Estimates Timetable (DMFA) (A1-5.45)

That:

DMFA – A
Chk Lst

2. The Audit Engagement Plan be provided to the next ARIC Meeting outlining key milestones for the 2025/2026 Audit.

Item 18.1 AI Use Within Warren Shire Council (DMFA) (C9-1)

DMFA – A
Chk Lst

That an introductory report be presented to ARIC on how AI is being used within the organisation, where it is being used, how it is being used and the benefits and issues.

Carried
27.2.26

Showground/Racecourse Committee (C14-3.2)

MOVED Brewer/Kelly that the Minutes of the Showground/Racecourse Committee Meeting held on Tuesday, 3rd February 2026 be received and noted.

Carried
28.2.26

Economic Development & Promotions Committee (C14-3.22)

MOVED Serdity/Jackson that the Minutes of the Economic Development & Promotions Committee Meeting held on Wednesday, 4th February 2026 be received and noted.

Carried
29.2.26

Warren Public Arts Committee (C14-3.29)

MOVED Serdity/Jackson that the Minutes of the Warren Public Arts Committee Meeting held on Monday, 9th February 2026 be received and noted and the following recommendation be adopted:

Item 5.1 Review of the Warren Shire Council Public Art Master Plan (P13-1, C14-3.29)

That:

GM – A
Chk Lst

2. The reviewed Warren Shire Council Public Arts Master Plan be adopted with minor amendments.

Carried
30.2.26

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REPORTS OF COMMITTEES

CONTINUED

Warren Local Emergency Management Committee

(E6-1)

MOVED Derrett/Kinsey that the Minutes of the Warren Local Emergency Management Committee Meeting held on Tuesday, 10th February 2026 be received and noted.

Carried
31.2.26

Airport Operations Committee

(C14-3.12)

MOVED McCloskey/Kelly that the Minutes of the Airport Operations Committee Meeting held on Wednesday, 11th February 2026 be received and noted.

Carried
32.2.26

Sporting Facilities Committee

(S21-2)

MOVED McCloskey/McKay that the Minutes of the Sporting Facilities Committee Meeting held on Monday, 16th February 2026 be received and noted.

Carried
33.2.26

Manex

(C14-3.4)

MOVED Serdity/McKay that the Minutes of the Manex Meeting held on Tuesday, 17th February 2026 be received and noted and the following recommendation be adopted:

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

That:

DMFA – N
DMES – N

1. Approval be given for the funding of the following projects in 2025/2026:
 - Wambianna Road Shoulder Widening Australian Government Black Spot (AGBS) Program - \$100,000 in 2025/2026 for investigation and design works and \$1,160,000 in 2026/2027;
 - Carter Oval Amenities Building Contract final payment (\$42,000) to be funded from Infrastructure Improvement/ Replacement Reserves; and
2. Appropriate arrangements be made to finalise the final changes of Council's Estimates in this regard using the December 2025 Quarterly Budget Review Statement.

DMFA – A
Chk Lst

4.2.5 Battery Recycle Bin for Library (DMFA)

That the Council agrees to this free service be located at the Warren Shire Council Library.

Carried
34.2.26

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REPORTS OF COMMITTEES

CONTINUED

Town Improvement Committee

(C14-3.17)

MOVED Derrett/Kelly that the Minutes of the Town Improvement Committee Meeting held on Wednesday, 18th February 2026 be received and noted.

Carried
35.2.26

DELEGATES REPORTS

Item 1 Meeting of the Association of Mining & Energy Related Councils (NSW) Incorporated

(C14-6.3)

MOVED McKay/Derrett that the Minutes of the Ordinary General Meeting of the Association of Mining & Energy Related Councils (NSW) Incorporated Meeting held on Tuesday, 2nd December 2025 be received and noted.

Carried
36.2.26

Item 2 Warren Interagency Support Services

(C3-9)

MOVED Derrett/Serdity that the Minutes of the Warren Interagency Support Services Meeting held on Monday, 16th February 2026 be received and noted.

Carried
37.2.26

POLICY

Item 1 Review of Councillor Expenses and Facilities Policy

(P13-1, C14-5.1)

MOVED Derrett/Serdity that:

1. The information be received and noted;
2. The reviewed Councillor Expenses and Facilities Policy with minor amendments as 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 Councillor Expenses and Facilities Policy as amended be adopted.

Carried
38.2.26

GENERAL MANAGER'S REPORTS

Item 1 Outstanding Reports Checklist

(C14-7.4)

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

Carried
39.2.26

GM – A
Chk Lst

EA – N

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GENERAL MANAGER'S REPORTS

CONTINUED

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 Derrett/Kelly that the information be received and noted.

**Carried
40.2.26**

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

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

**Carried
41.2.26**

Item 4 Proposed Sale of Council Land in Wilson Street, Warren to Adjoining Resident Schalk Blom (A8-1.1, S1-7)

MOVED Wass/Kinsey that:

1. Council agree to sell to Mr Schalk Blom approximately 800m² of Council's vacant land adjoining 22 Wilson Street, Warren (Lot 330 DP 822424) as detailed in the attachment to the report marked "1" and outlined in green for \$20,000 inclusive of GST under the following conditions:
 - Final block of land to be amalgamated into 22 Wilson Street, Warren (Lot 330 DP 822424) to ensure no other services will be required (telecommunication, power, water, sewer and waste);
 - Purchaser responsible for all Development Application, Subdivision and Block Amalgamation, any required easements and associated legal costs;
 - Purchaser responsible for the required earthmoving costs for the appropriate relocation of the open earth drain to the satisfaction of Council's Engineering Services Department if affected;
 - Purchaser responsible for relocation and reinstallation of Council's fencing at the location to the same standard if affected;
 - Purchaser responsible for their legal/conveyancing costs;
 - Purchaser responsible for all fencing cost of their existing and new (amalgamated) property;
 - Purchaser responsible for providing an appropriate easement for Council's access to maintain and construct if required over the large water trunk main at the location, if the large trunk water main is deemed to be within or sufficiently close to the purchased land making it necessary for an easement, all to the satisfaction of Council's Engineering Services Department;
 - Purchaser accepts that if an easement is required on the purchased land, Council will require unimpeded access for the trunk water main maintenance and construction purpose and that no building will be able to be constructed on the easement and that any earthworks for the land levelling, drainage relocation and fencing work will need to be done carefully to not damage or affect the large trunk water main in the area;

GM – A
Chk Lst

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GENERAL MANAGER'S REPORTS

CONTINUED

Item 4 Proposed Sale of Council Land in Wilson Street, Warren to Adjoining Resident Schalk Blom **Continued**

- Council will be responsible for its legal/conveyancing costs on the land sale; and
 - Purchaser to complete the subdivision and amalgamation within 12 months.
2. Authority be given to the Mayor and/or General Manager to sign all documents in relation to the sale of the proposed land detailed within the report under the Seal of Council if required.

Carried
42.2.26

MORNING TEA

At this point in the meeting, the time being 10.03 am, Council adjourned for Morning Tea.

RESUMPTION

The meeting resumed at 10.35 am.

Item 5 Disclosures of Interest – Councillors and Designated Persons **(A7-9)**

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

Carried
43.2.26

DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

Item 1 Reconciliation Certificate – January 2026 **(B1-10.16)**

MOVED Kinsey/Serdity that the Statements of Bank and Investments Balances as at 31st January 2026 be received and noted.

Carried
44.2.26

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

MOVED Brewer/Serdity that the Statement of Rates and Annual Charges information as at 21st January 2026 be received and noted.

Carried
45.2.26

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

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

Carried
46.2.26

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DIVISIONAL MANAGER FINANCE AND ADMINISTRATION'S REPORTS

CONTINUED

Item 4 December 2025 Quarterly Budget Review (A1-4.44)

DMFA – N

MOVED Kinsey/Serdity that the amendments to the itemised budgets as listed in the December 2025 Budget Review be authorised.

**Carried
47.2.26**

DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS

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

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

**Carried
48.2.26**

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

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

**Carried
49.2.26**

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

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

**Carried
50.2.26**

MANAGER HEALTH AND DEVELOPMENT SERVICES REPORTS

At this point in the meeting, the time being 11.02 am Councillor Derrett left the meeting room.

Item 1 Development Application Approvals (B4-9)

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

**Carried
51.2.26**

At this point in the meeting the time being 11.03 am, Councillor Derrett returned to the meeting room.

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

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

**Carried
52.2.26**

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NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil.

MATTERS OF URGENCY

Nil.

CONFIDENTIAL MATTERS

MOVED Kinsey/Serdity that the Council proceed into the Committee of the Whole Closed Council, the time being 11.11 am to consider matters in accordance with **Section 10A(2)(g)** of the Local Government Act.

Section 10A(2)(g) - The matters and information are advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Carried
53.2.26

MOVED Wass/Kinsey that the press and the public are to be excluded from the Committee of the Whole Closed Council in accordance with **Section 10A(2)(g)** of the Local Government Act.

Section 10A(2)(g) - The matters and information are advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

Carried
54.2.26

Council resumed in Open Council at 11.38 am with Councillor Brewer not in attendance as he had left the meeting.

Item 1 Deacon Drive Dwellings – District Court Matter **(S1-8.2/52, S1-8.2/58, P16-18.25, P6-18.26)**

MOVED Wass/McCloskey that:

1. The information be received and noted;
2. It be noted that Council has received a settlement of \$950,000 from the parties involved in the District Court Deacon Drive houses contract dispute and therefore this matter is now resolved; and
3. Further reporting be presented to Council on how to rectify the houses.

Carried
55.2.26

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There being no further business the meeting closed at 11.39 am.

**THESE MINUTES WILL BE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL
HELD ON THURSDAY, 26TH MARCH 2026 AS BEING
A TRUE AND CORRECT RECORD.**

MINUTE NO. .3.26

.....
GENERAL MANAGER

.....
MAYOR