



## **ORDINARY MEETING**

# **MINUTES**

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**THURSDAY 26TH JULY 2018**

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# WARREN SHIRE COUNCIL

Minutes of the Ordinary Meeting of Council  
Held in Council Chambers, 115 Dubbo Street Warren  
on Thursday 26th July 2018 commencing at 8:30 am

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## Present:

**COUNCILLORS**      NRF Wilson OAM      Chair  
MJ Quigley  
KL Walker  
MJ Beach  
HJ Druce  
BD Williamson  
KW Taylor  
SJ Derrett  
RJ Higgins  
KR Irving  
AJ Brewer  
P Serdity

**STAFF MEMBERS**    G Wilcox            General Manager (GM)  
D Arthur            Divisional Manager Finance and Administration (DMFA)  
M Stephens        Manager Health and Development Services (MHD)  
R Lawford         Divisional Manager Engineering Services (DMES)  
J Burtenshaw      Executive Assistant (EA)

## APOLOGIES

Nil.

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## CONFIRMATION OF MINUTES

**MOVED** Taylor/Serdity that the Minutes of the Ordinary Meeting of Council held on Thursday 28th June 2018 be adopted as a true and correct record of that Meeting.

**Carried  
160.7.18**

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**DELEGATES AND COMMITTEES**

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

**MOVED** Beach/Brewer that the Minutes of the Meeting of the Plant Committee held on Wednesday, 11th July 2018 be received and noted and the following recommendations be adopted:

DMES-A  
Chk Lst

**ITEM 4 SALE OF SURPLUS PLANT** **(P2-6)**

That the items of plant identified below be noted as surplus and that they be disposed of at a public auction.

- Plant 121 – Caravan
- Plant 108 – Trailer G71229
- Plant 138 - Tandem Axle Caravan
- Plant 136 - Tandem Axle Caravan
- Plant 164 – Trailer
- Plant 110 - Yellow Water Tank
- Plant 105 - Tow behind Grid Roller
- Plant 87 - Road Sweeper
- Plant 172 - Tow Behind Fertilizer Spreader

**ITEM 5 2017-18 PLANT WORKINGS ANALYSIS** **(P2-5.36)**

That the report and attached analysis of each and every item of plant during the 2017-18 budget year be adopted.

**ITEM 6 PLANT NUMBERING** **(P2-1)**

That it be recognised that a process of renumbering all plant assets in a logical organised manner is to be implemented during the 2018-19 budget year.

**ITEM 7 2018-19 PLANT REPLACEMENT PROGRAM** **(P2-5.37)**

1. The 2018/19 Plant Replacement Program be limited with the acquisition of two (2) tractors, two (2) slashers and a number of utilities and sedans until the overall listing condition of Council's plant fleet be determined; and
2. In regard to the acquisition of a new wide mower, that further consultation be undertaken with the Warren Jockey Club Committee and other horse racing institutes similar in size to Warren.

**Carried**  
**161.7.18**

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**DELEGATES AND COMMITTEES**

**CONTINUED**

**Manex** (C14-3.4)

**MOVED** Wilson/Higgins that the Minutes of the Meeting of Manex held on Tuesday, 17th July 2018 be received and noted and the following recommendations be adopted:

**Item 5.1 Work Health Safety Performance Summary** (S12-14.1)

That the Work Health and Safety Performance Summary information be reviewed and monitored.

**Item 5.2 Work Health and Safety Risks and Priority Issues** (S12-14.1)

That Work Health and Safety Risks and Priority Issues be reviewed and monitored

**Item 5.3 Work Health and Safety Action Plan** (S12-14.1)

That the Warren Shire Council Work Health and Safety Action Plan actions are reviewed and their status monitored and a report be prepared for the Work Health and Safety Committee each quarter to review the status and compliance.

**Item 7 Work Force Vacancies** (S12-1)

That Manex note the report and commence recruitment of vacant positions.

**Item 9 Governance Review** (P13-1)

1. Senior staff develop the policies and procedures as listed; and
2. Internal and external projects are listed separately within the Governance Review Sheet.

**Carried  
162.7.18**

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**GENERAL MANAGER'S REPORTS**

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

**MOVED** Derrett/Irving that the information be received and noted and that the items marked with an asterisk be deleted.

**Carried  
163.7.18**

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

EA - N **MOVED** Serdity/Brewer that:

1. the information be received and noted.
2. Council note that the Outback Arts Board Meeting is scheduled for the 16th November 2018 at Coonamble.

**Carried  
164.7.18**

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**GENERAL MANAGER'S REPORTS**

**CONTINUED**

**Item 3            Local Government NSW Annual Conference Motion            (S6-4)**

**MOVED** Irving/Druce that Motions for the NSW Local Government Association Conference be forwarded to the General Manager for inclusion in the August Council Business Paper.

**Carried  
165.7.18**

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**Item 4            Orana Joint Organisation            (L5-16.3)**

**MOVED** Serdity/Derrett that:

1. The report be noted; and
2. The Draft Charter and Payment of Expenses and Provisions of Facilities to the Board Members Policy be accepted.

**Carried  
166.7.18**

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

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 1            Reconciliation Certificate - June 2018            (B1-10.15)**

**MOVED** Druce/Williamson that the Statements of Bank Balances and Investments as at 30th June 2018 be received and noted.

**Carried  
167.7.18**

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

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

**Carried  
168.7.18**

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**DIVISIONAL MANAGER ENGINEERING SERVICES REPORTS**

**Item 1 Request to Close Part of Curban Street, Collie (R4-3, R4-1.39)**

DMES-A  
Chk Lst

**MOVED** Williamson/Higgins that Council advise Mr Sheargold that because of the objections raised by other residents of Collie the requested section of Curban Street Collie will not be closed.

**Carried**  
**169.7.18**

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**ACTING MANAGER HEALTH AND DEVELOPMENT'S REPORTS**

**Item 1 Development Application Approvals (B4-9)**

**MOVED** Irving/Higgins that the information be received and noted

**Carried**  
**170.7.18**

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**Item 2 Impounding Officer's Report (P4-4)**

**MOVED** Taylor/Williamson that the information be received and noted.

Councillor Irving enquired on the use of the Ranger's utility for over 600 kilometres in one (1) week.

MHD-A  
Chk Lst

The Manager Health and Development Services took this question on notice.

**Carried**  
**171.7.18**

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The Mayor moved a motion to bring forward business of an urgent nature in creation to the upgrading of the main street.

**Carried**  
**172.7.18**

**MOVED** Taylor/Williamson that Council amend its resolution to delete the sandstone blocks from the tree surrounds and use formed concrete of a sandstone colour.

**Carried**  
**173.7.18**

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**GENERAL BUSINESS**

- GM-A  
Chk Lst   ▪ The General Manager to present a report regarding the scheduling of Council Committee Meetings to the September Council Meeting.
- DMFA-N   ▪ It was agreed that Councillors would prefer Ipads and Council email addresses are to be set up accordingly.
- Council held a discussion regarding available Councillor attendance at Mining Related Councils meetings and that 1 of 2 nominated Delegates attend being Councillor Druce or Councillor Irving.
- MHD-A  
Chk Lst   ▪ A link is to be provided on Council's website detailing interagency services and providers.
- That Councillors are in support of a dementia unit and would like to assist any community group that is established. This item was a follow on from Mark Coulton's visit.

**MAYORAL MINUTES**

The Mayor advised that the following items of general interest and Council business transacted through the period since the last Council Meeting.

- The Mayor advised that LGNSW President Linda Scott visited Council and expressed his appreciation to Councillors who were able to attend the meeting.
- The Mayor advised that on the 11th July 2018, himself, the Deputy Mayor along with Mark Anderson from LGNSW conducted an annual performance assessment of the General Manager.
- The Mayor advised that on the 12th July 2018, a Delegation from the Department of Premier and Cabinet were in Warren.
- The Mayor advised that Federal Member for Parkes, Mark Coulton MP visited Council on the 13th July 2018.
- The Mayor advised that on the 16th July 2018 the General Manager met with Labour Candidate for the seat of Barwon, Daria Turley.
- The Mayor advised that on the 25th July 2018 a Regional Platters event was held in Dubbo, with local success for the 'The Gourmet Goat Lady' for her win alongside 'Outback Lamb' and 'Farmer Brown's Happy Hens' in the Regional Platters Guide business pitch.
- The Mayor advised that he will not be standing in September for the Mayoral election.
- The Mayor advised that the Deputy Mayor and the General Manager will be attending the Country Mayors meeting scheduled for the 3rd August 2018.

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**QUESTIONS WITHOUT NOTICE**

**By Councillor Quigley**

1. Councillor Quigley expressed his concern on the amount of kangaroo carcasses being found on roads.
2. Councillor Quigley enquired on how the cardboard recycling was performing at the Ewenmar Waste Depot and with local businesses.

The Manager Health and Development Services advised that it was currently a success and performing well.

3. Councillor Quigley enquired on the progression for I pads for Councillors.

The General Manager and Divisional Manager Finance and Administration both conveyed that this will be progressing, but would need to confer with Councillors on their preference for an Ipad or an Android device.

**By Councillor Walker**

1. Councillor Walker expressed her appreciation to those Council employees involved in having the rubbish bins and area at the Oxley Highway rest area near the Ewenmar Waste Depot kept clear of rubbish.

**By Councillor Beach**

1. Councillor Beach noted the letter sent to the Government Departments in relation to the Western Slopes Pipeline and noted that there was an independent body to discuss matters between APA and community and requested if he could have a meeting with the Mayor.

**By Councillor Derrett**

1. Councillor Derrett enquired if Council had received any feedback in relation to the Draft Policies currently on public exhibition.

The General Manager advised that Council has not to date received any feedback.

**By Councillor Irving**

1. Councillor Irving requested that it be acknowledged the heartfelt work Councillor Wilson OAM does in his position of Mayor and his honesty and commitment while performing in this role. Councillor Irving also conveyed her support to the Mayor in this transition and this was concurred by all Councillors.



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**QUESTIONS WITHOUT NOTICE**

**CONTINUED**

**By Councillor Brewer**

1. Councillor Brewer was approached by a ratepayer who was concerned with Council employing casual staff without a Driver's Licence.

The General Manager gave a brief overview of the current status of this and how Council employs and train staff.

**By Councillor Serdity**

1. Councillor Serdity gave an overview of the Outback Arts Board Meeting held on the 20th July 2018.
2. Councillor Serdity advised that the Nevertire standpipe was leaking.

The Divisional Manager Engineering Services advised he would organise for this to be looked at.

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**MORNING TEA**

At this point in the meeting, the time being 9.50 am, Council adjourned for Morning Tea.

**RESUMPTION**

The meeting resumed at 10.28 am.

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The Mayor expressed Council's appreciation to Mr James Cleasby, who acted in the role of Manager Health and Development, while Mrs Maryanne Stephens was on maternity leave. The Mayor also welcomed Maryanne back to Council.

**CONFIDENTIAL ITEM**

**MOVED** Taylor/Williamson that the Council proceed into the Committee of the Whole, the time being 10.36 am to consider the following matter.

**Carried  
174.7.18**

**REPORT OF THE MAYOR**

**Item 1            General Manager's Annual Performance Assessment            ("P")**  
**(Section 10A(2)(a))**

**MOVED** Quigley/Brewer that the press and the public be excluded from the Committee of the Whole.

**Carried  
175.7.18**

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## RESUMPTION OF ORDINARY MEETING

**MOVED** Brewer/Higgins that Council resume the Ordinary meeting of Council at 11.35 am.

**Carried  
176.7.18**

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## ADOPTION OF RECOMMENDATIONS OF CONFIDENTIAL COMMITTEE OF THE WHOLE

**Item 1            General Manager's Annual Performance Assessment            ("P")  
                         (Section 10A(2)(a))**

**MOVED** Brewer/Druce that:

1. The General Manager's annual performance assessment be noted.
2. That the General Manager's salary be increased by 4.5% being the mandatory 2.5% plus an additional 2% in accordance with the performance review.

**Carried  
177.7.18**

**There being no further business the meeting closed at 12.03 pm.**

**THESE MINUTES WERE CONFIRMED AT THE ORDINARY MEETING OF COUNCIL  
HELD ON THURSDAY 26TH JULY 2018 AS BEING  
A TRUE AND CORRECT RECORD.**

**MINUTE NO. 178.08.18**

.....  
**GENERAL MANAGER**

.....  
**MAYOR**