



Minutes

Ordinary Council Meeting

held in the Council Chambers

John Street, Coonabarabran

on Thursday, 20 October 2022

commencing at 5:23 pm

PRESENT: Cr A Doolan (Chairperson), Cr A Iannuzzi, Cr D Hogden (via videolink), Cr Z Holcombe, Cr C Kopke (via videolink), Cr J Newton, Cr K Rindfleish (via videolink) and Cr D Todd.

In attendance: General Manager (Roger Bailey), Director Technical Services (Gary Murphy), Director Environment and Development Services (Leeanne Ryan), Acting Director Corporate and Community Services (Lindsay Mason) and Executive Assistant to the General Manager (Erin Player – Minutes).

Acknowledgement of Country

Cr Holcombe acknowledged the Gomeroi people, the Traditional Custodians of the Land at which the meeting is held and paid respects to Elders, both past and present, of the Gomeroi Nation and extended that respect to other Aboriginal people who are present.

Recording of Meeting

The Mayor announced that the meeting was being streamed live plus audio recorded, and that the audio recording will be published.

APOLOGIES

90/2223 RESOLVED that the apology from Councillor K Brady be accepted and leave of absence be granted.

MOVED: Councillor Todd

SECONDED: Councillor Newton

For – Unanimous

Confirmation of Minutes

91/2223 RESOLVED that Council confirm the Minutes of the Ordinary Council meeting held on 15 September 2022.

MOVED: Councillor Newton

SECONDED: Councillor Holcombe

For – Unanimous

The Mayor called for Disclosure of Interests

Nil

Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 9 September 2022 to 11 October 2022

92/2223 RESOLVED that Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 10 September 2022 to 11 October 2022.
2. Notes the report on the Mayor's credit card expenses between 8 September 2022 and 7 October 2022 and approves the payment of expenses totalling \$655.34.

MOVED: Councillor Doolan

SECONDED: Councillor Kopke

For – Unanimous

Item 2 Councillors' Monthly Travel Claims

93/2223 RESOLVED that the Councillors' monthly travel claims report in the amount of \$1,942.98 is noted.

MOVED: Councillor Kopke

SECONDED: Councillor Holcombe

For – Unanimous

Item 3 Delegate's Report – Newell Highway Taskforce Committee Meeting – Tuesday 13 September 2022

94/2223 RESOLVED that Council notes the Delegate's Report on the Newell Highway Taskforce AGM and Committee Meeting held Tuesday 13 September 2022 in Parkes.

MOVED: Councillor Todd

SECONDED: Councillor Newton

For – Unanimous

Item 4 Minutes of Audit, Risk and Improvement Committee Meeting – 11 August 2022

95/2223 RESOLVED that Council notes the minutes of the Audit, Risk and Improvement Committee meeting held at Coonabarabran on 11 August 2022.

MOVED: Councillor Rindfleish

SECONDED: Councillor Todd

For – Unanimous

Item 5 Minutes of Coonabarabran Town Beautification Advisory Committee Meeting – 12 September 2022

96/2223 RESOLVED that Council notes the minutes of the Coonabarabran Town Beautification Advisory Committee meeting held at Coonabarabran on 12 September 2022.

MOVED: Councillor Holcombe

SECONDED: Councillor Newton

For – Unanimous

Item 6 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 14 September 2022

97/2223 RESOLVED that:

1. Council notes the minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 14 September 2022.
2. Consider an allocation of \$75,000 in the 2023/24 Operational Plan for the development of a Master Plan for the Coonabarabran Sporting Complex.

MOVED: Councillor Newton

SECONDED: Councillor Kopke

For – Unanimous

Item 7 Robertson Oval Building Project and Minutes of Advisory Committee Meeting – 20 September 2022

98/2223 RESOLVED that Council notes the minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on the 20 September 2022.

MOVED: Councillor Hogden

SECONDED: Councillor Kopke

For – Unanimous

Item 8 Minutes of Economic Development and Tourism Meeting

99/2223 RESOLVED that Council notes the minutes of the Economic Development and Tourism Committee meeting held on 27 September 2022.

MOVED: Councillor Newton

SECONDED: Councillor Todd

For – Unanimous

Item 9 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 28 September 2022

100/2223 RESOLVED that Council notes the minutes of the Coonabarabran Pool Advisory Committee meeting held at Coonabarabran on 28 September 2022.

MOVED: Councillor Rindfleish

SECONDED: Councillor Newton

For – Unanimous

Item 10 Council Offices Christmas Closure

101/2223 RESOLVED that Council note the closure of Coonabarabran and Coolah administration offices, including Service NSW, from 3.00pm on Friday 23 December 2022, reopening on Tuesday 3 January 2023.

MOVED: Councillor Todd

SECONDED: Councillor Holcombe

For – Unanimous

Item 11 Returns Under s4.21 of the Model Code of Conduct – Disclosing of Interests of Councillors and Designated Persons

102/2223 RESOLVED that Council:

1. Acknowledge the tabling of the disclosures received under Section 4.21 of the Model Code of Conduct for Local Councils in NSW for Councillors and Designated Persons for the period 1 July 2021 to 30 June 2022.
2. Acknowledge that the disclosure of interest forms for councillors and designated persons are to be placed onto Council's website.

MOVED: Councillor Holcombe

SECONDED: Councillor Kopke

For – Unanimous

Item 12 Council Resolutions Report

103/2223 RESOLVED that the Council Resolution Report be noted for information.

MOVED: Councillor Newton

SECONDED: Councillor Hogden

For – Unanimous

Item 13 Revotes and High Value Projects Report

104/2223 RESOLVED that the Revote and High Value Projects Report be noted for information.

MOVED: Councillor Todd

SECONDED: Councillor Newton

For – Unanimous

Item 14 Customer Service Charter

105/2223 RESOLVED that Council adopts the Draft Customer Service Charter.

MOVED: Councillor Holcombe

SECONDED: Councillor Kopke

For – Unanimous

Item 15 Adoption of Draft Community Liaison and Communication Policy

106/2223 RESOLVED that Council adopt the Draft Community Liaison and Communications Policy.

MOVED: Councillor Kopke

SECONDED: Councillor Holcombe

For – Unanimous

Item 16 Draft Enterprise Risk Management Framework

107/2223 RESOLVED that:

1. Council endorses the draft Risk Management Policy for the purpose of public exhibition for a minimum of 28 days.
2. A further report be presented to Council on the draft Enterprise Risk Management Policy after the public exhibition period is completed.

MOVED: Councillor Hogden

SECONDED: Councillor Newton

For – Unanimous

Item 17 Draft General Purpose and Special Purpose Financial Statements for the 2021/2022 Financial Year

108/2223 RESOLVED that:

1. In accordance with Section 413(2)(c) of the Local Government Act 1993:
 - a) Council resolves that, in its opinion, the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2022 and the Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993 and the Regulations thereunder.
 - b) Council authorises for the Financial Statements for the year ending 30 June 2022 to be certified and signed by the Mayor, the Deputy Mayor, the General Manager and the Responsible Accounting Officer on behalf of Council.
2. The Financial Statements be referred to Council's Auditor for audit.
3. The General Manager be delegated authority to, after Council receives a copy of the Audited Financial Statements and Auditor's report, place the Audited Financial Statements on public exhibition and give notice that Council will present its Audited Financial Statements at an Ordinary Council Meeting, at least 7 days after the receipt of the Auditors report.
4. That Council present the Audited Financial Statements at an Ordinary Council Meeting, in accordance with Section 419(1) of the Local Government Act 1993.

MOVED: Councillor Kopke

SECONDED: Councillor Hogden

For – Unanimous

Item 18 Investments and Term Deposits – month ending 30 September 2022

109/2223 RESOLVED that Council accept the Investments Report for the month ending 30 September 2022 including a total balance of \$27,666.029.94 being:

- \$1,035,728.74 in at call accounts.
- \$26,000,000.00 in term deposits.
- \$630,301.20 cash at bank.

MOVED: Councillor Kopke

SECONDED: Councillor Todd

For – Unanimous

Item 19 Causeway on Neible Siding Road, Coolah

110/2223 RESOLVED that Council:

1. Takes no further action to improve access across the Oakey Creek causeway on Neible Siding Road, Coolah until the water level on the causeway has dropped enough to allow for a more thorough assessment of the options.

2. Informs the property owners on Neible Siding Road, Coolah that due to the water level of Oakey Creek, Council is unable at this time to provide safe and dry access across the causeway.
3. Authorise the General Manager to accept suitable offers, and approve works (where Council approval can be provided), from local landholders to carry out dredging and reclamation work in Oakey Creek at the Neible Siding causeway and surrounds. Works are to be at no cost to Council and subject to:
 - a. such persons submitting details of the proposed works to Council
 - b. those persons obtaining the necessary Fisheries Permit, a s138 approval under the Roads Act 1993 from Council and any other necessary approvals to carry out the works.
4. Makes some preliminary investigations into the feasibility of an alternate route.

MOVED: Councillor Todd

SECONDED: Councillor Newton

For – Unanimous

Item 20 Merrygoen Causeway on Yarrow Road, Mendooran

111/2223 RESOLVED that Council:

1. Takes no further action to improve access across the Merrygoen Creek causeway on Yarrow Road, Mendooran.
2. Informs the residents of Mendooran that Council is unable to provide a safe and dry access across the causeway that is affordable by the Shire at this time.
3. Further assesses and considers options as the weather conditions change and the conditions of the Creek improve.
4. Supports the Department of Planning and Environment seeking an expression of interest for the licencing of sand extraction from the site.

MOVED: Councillor Kopke

SECONDED: Councillor Todd

For – Unanimous

Item 21 Warrumbungle Road Network Advisory Group Membership and Terms of Reference

112/2223 RESOLVED that Council:

1. Adopt the Terms of Reference for the Warrumbungle Road Network Advisory Group.
2. Appoint Councillor Hogden, Councillor Newton and Councillor Todd as representatives.
3. Councillor Newton be the Chairperson of the Warrumbungle Road Network Advisory Group.

4. Delegate authority to Councillor Hogden, Councillor Newton and Councillor Todd to consider nominations and make their recommendation for the Warrumbungle Road Network Advisory Group in accordance with the adopted Terms of Reference and report back to Council.

MOVED: Councillor Newton

SECONDED: Councillor Hogden

For – Unanimous

Item 22 Natural Disaster Declaration

113/2223 RESOLVED that Council:

1. Endorses the Natural Disaster Recovery approach for the restoration of the Shire's road network with road priorities as:
 - Priority 1 – Regional Roads
 - Priority 2 – Local Arterial Roads
 - Priority 3 – Local Distributor Roads
 - Priority 4 – Local Collector Roads
 - Priority 5 – Local Access Roads.
2. Endorses that lower priority roads may be considered to be brought forward in the program if it is more practical or cost effective to deliver the works along with a higher priority road.
3. Notes that all restoration works associated with the November 2021 natural disaster must be completed by 30 June 2024.

MOVED: Councillor Newton

SECONDED: Councillor Kopke

For – Unanimous

Item 23 Agritourism and Small Scale Agriculture Development

114/2223 RESOLVED that Council notes the information in the Agritourism and Small Scale Agriculture Development Report.

MOVED: Councillor Newton

SECONDED: Councillor Holcombe

For – Unanimous

Item 24 Small Heritage Grant Program

115/2223 RESOLVED that Council grant a total of \$11,000 under the Small Heritage Grants to undertake heritage repairs and restoration works for the following heritage items:

- Mount Gramby Inn Mendooran – \$2,000
- 39 John Street, Coonabarabran – \$1,500
- 185 Bandulla Street Mendooran – \$750
- 94 Bandulla Street Mendooran – \$1,750
- 48 Cassilis Street, Coonabarabran – \$2,000
- Cobbora Courthouse, Cobbora – \$1,500

- Coolah Creek Homestead, Coolah – \$1,500

MOVED: Councillor Newton

SECONDED: Councillor Kopke

For – Unanimous

Item 25 Development Applications

116/2223 RESOLVED that Council notes the Applications and Certificates approved during September 2022, under Delegated Authority.

MOVED: Councillor Todd

SECONDED: Councillor Hogden

For – Unanimous

Item 26 Notice of Motion – Installation of Sanitary Incontinence Bins and Grab Rails in Toilets

117/2223 RESOLVED that the Warrumbungle Shire Council consider implementing installation of sanitary incontinence bins and grab rails in all toilets managed by the Shire.

MOVED: Councillor Todd

SECONDED: Councillor Newton

For – Unanimous

Item 27 Reports to be Considered in Closed Council

118/2223 RESOLVED that:

1. Item 27.1 Human Resources Monthly Report

That the Human Resources Monthly Report be referred to Closed Council pursuant to section 10A(2)(a) of the Local Government Act 1993 (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

2. Item 27.2 Three Rivers Regional Retirement Community Information Report

That the Three Rivers Regional Retirement Community Information Report be referred to Closed Council pursuant to section 10A(2)(g) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

3. Item 27.3 Dunedoo Infrastructure Renewal Project

That the Dunedoo Infrastructure Renewal Project Report be referred to Closed Council pursuant to section 10A(2)(c) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct).

4. Item 27.4 Inland Rail Interface Improvement Program – Baradine Silos

That the Inland Rail Interface Improvement Program – Baradine Silos Report be referred to Closed Council pursuant to section 10A(2)(c) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with information that would, if

disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct).

5. Item 27.5 Coonabarabran and Dunedoo Sewerage Treatment Plant Selective Tendering Update Report

That the Coonabarabran and Dunedoo Sewerage Treatment Plant Selective Tendering Update Report be referred to Closed Council pursuant to section 10A(2)(c) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct).

6. Item 27.6 Mayoral Minute – General Manager Annual Performance Review

That the Mayoral Minute – General Managers Annual Performance Review Report be referred to Closed Council pursuant to section 10A(2)(a) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with personnel matters concerning particular individuals (other than councillors).

MOVED: Councillor Newton

SECONDED: Councillor Kopke

For – Unanimous

The General Manager offered the opportunity to members of the public to make representation as to whether any part of the aforementioned items should not be considered in Closed Council.

There was no response from the public.

119/2223 RESOLVED that:

1. Council go into Closed Council to consider business relating to confidential information.
2. Pursuant to section 10A(1)-(3) of the *Local Government Act 1993* (NSW), the media and public be excluded from the meeting on the basis that the business to be considered is classified confidential under the provisions of Section 10A(2) as outlined above.
3. The correspondence and reports relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act 1993* (NSW).

MOVED: Councillor Newton

SECONDED: Councillor Holcombe

For – Unanimous

6.34 pm
Closed Council

Item 27.1 Human Resources Monthly Report – October 2022

120/2223 RESOLVED that the Human Resources Monthly Report for October 2022 be noted for information.

MOVED: Councillor Holcombe
For – Unanimous

SECONDED: Councillor Todd

Item 27.2 Three Rivers Regional Retirement Community Information Report

121/2223 RESOLVED that Council note the advice and endorse the actions as outlined in the report in relation to the Three Rivers Regional Retirement Community Project.

MOVED: Councillor Kopke

SECONDED: Councillor Holcombe

For – Unanimous

Item 27.3 Dunedoo Infrastructure Renewal Project

122/2223 RESOLVED that Council reaffirm point 3 of the Council resolution in Min No. 277/2122.

MOVED: Councillor Holcombe

SECONDED: Councillor Hogden

For – Unanimous

Item 27.4 Inland Rail Interface Improvement Program – Baradine Silos

123/2223 RESOLVED that Council:

1. Notes the information in the Inland Rail Interface Improvement Program Report.
2. Supports the Interface Improvement Program – Baradine Silo proposal.
3. Pursues funding options for the Baradine Silo proposal.

MOVED: Councillor Todd

SECONDED: Councillor Newton

For – Unanimous

Item 27.5 Coonabarabran and Dunedoo Sewerage Treatment Plant Selective Tendering Update Report

124/2223 RESOLVED that Council:

1. Notes the information contained in the Coonabarabran and Dunedoo Sewerage Treatment Plant Selective Tendering Update Report.
2. Proceeds with the Early Tender Involvement process with the contractors that have submitted complying Expression of Interest applications.

MOVED: Councillor Hogden

SECONDED: Councillor Newton

For – Unanimous

125/2223 RESOLVED that senior staff and minute taker vacate the Chamber for consideration of item 27.6 Mayoral Minute – General Managers Performance Review.

MOVED: Councillor Kopke

SECONDED: Councillor Hogden

For – Unanimous

6.46 pm

All staff left the Chambers.

Item 27.6 Mayoral Minute – General Manager Annual Performance Review

126/2223 RESOLVED that Council notes the information contained in the Mayoral Minute – General Manager Annual Performance Review Report.

MOVED: Councillor Newton

SECONDED: Councillor Iannuzzi

For – Unanimous

6.52 pm

The General Manager and minute taker returned to the Chambers.

127/2223 RESOLVED that Council return to Open Council.

MOVED: Councillor Kopke

SECONDED: Councillor Hogden

For – Unanimous

6.53 pm

Open Council

The resolutions of Closed Council were announced to the meeting by the General Manager and Mayor.

There being no further business the meeting closed at 6.55 pm.

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CHAIRPERSON