



# **Minutes**

## **Ordinary Council Meeting**

**held in the Council Chambers**

**John Street, Coonabarabran**

**on Thursday, 18 August 2022**

**commencing at 5:00 pm**

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

**In attendance:** General Manager (Roger Bailey), Director Environment and Development Services (Leeanne Ryan), Director Technical Services (Gary Murphy), Acting Director Corporate and Community Services (Lindsay Mason) and Communications Officer (Claudia Knight – Minutes).

### **Acknowledgement of Country**

Cr Brady acknowledged the Gomeri people, the Traditional Custodians of the Land at which the meeting is held and paid respects to Elders, both past and present, of the Gomeri 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**

Nil

### **Confirmation of Minutes**

**28/2223 RESOLVED** that Council confirm the Minutes of the Ordinary Council meeting held on 21 July 2022.

**MOVED:** Councillor Hogden

**SECONDED:** Councillor Kopke

For – Unanimous

### **The Mayor called for Disclosure of Interests**

Cr Rindfleish declared pecurinary interest in Item 21 – Community Financial Assistance Donations 2022/23 – Round One due to being the Treasurer of one of the Committee's who has applied for the grant.

**MOVED:** Councillor Rindfleish

**SECONDED:** Councillor Newton

For – Unanimous

### **Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 8 July 2022 to 9 August 2022**

**29/2223 RESOLVED** that Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres Travelled for the period 19 July 2022 to 9 August 2022.
2. Notes the report on the Mayor's credit card expenses between 8 July 2022 and 5 August 2022 and approves the payment of expenses totalling \$483.91.

**MOVED:** Councillor Doolan    **SECONDED:** Councillor Newton

For – Unanimous

**Item 2 Mayoral Minute – Maintenance of Unformed Roads**

**30/2223 RESOLVED** that Council establishes a Road Network Advisory Group:

- a. That is an advisory group to Council.
- b. That represents the views, needs and expectations of the residents of Warrumbungle Shire on strategic matters relating to the road network.
- c. That provides information and feedback to Council about the road hierarchy, level of service and road related policies for the road network.
- d. Where the Group members are responsible for seeking information and feedback from the community on strategic matters relating to the road network.
- e. That Council invites nominations from the community for membership of the Road Network Advisory Group.
- f. That meetings are held quarterly at a time that is agreeable to the Group members.

**MOVED:** Councillor Doolan    **SECONDED:** Councillor Todd

For – Unanimous

**Item 3 Councillors' Monthly Travel Claims**

**31/2223 RESOLVED** that the Councillors' monthly travel claims report in the amount of \$672.36 is noted.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Newton

For – Unanimous

**Item 4 Minutes of Country Mayors Meetings 4 – 5 August 2022**

**32/2223 RESOLVED** that Council note the Delegate's Report in relation to the Rural Skills Forum and Country Mayors Association meeting held in Sydney on Thursday 4 August 2022 and Friday 5 August 2022.

**MOVED:** Councillor Doolan

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 5 Minutes of Health Advisory Committee Meeting – 18 July 2022**

**33/2223 RESOLVED** that Council notes the minutes of the Health Advisory Committee meeting held via Zoom on 18 July 2022.

**MOVED:** Councillor Newton

**SECONDED:** Councillor Hodgen

For – Unanimous

**Item 6 Minutes of Coonabarabran Town Beautification Advisory Committee Meeting – 18 July 2022**

**34/2223 RESOLVED** that Council notes the minutes of the Coonabarabran Town Beautification Advisory Committee meeting held at Coonabarabran on 18 July 2022.

**MOVED:** Councillor Brady

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 7 Minutes of Coonabarabran Sporting Complex Advisory Committee Meeting – 20 July 2022**

**35/2223 RESOLVED** that:

1. Council notes the minutes of the Coonabarabran Sporting Complex Advisory Committee meeting held at Coonabarabran on 20 July 2022.
2. Clause 5 – ‘Membership’ in the Terms of Reference for the Coonabarabran Sporting Complex Advisory Committee be amended to include the Coonabarabran Tennis Club.
3. Council contact the Coonabarabran Tennis Club to seek a representative to participate on the Committee.
4. Council contact the Local Roads and Community Infrastructure Program (LRCIP) seeking a change to the project scope for construction of new amenities at Coonabarabran No 3 Oval.

**MOVED:** Councillor Newton

**SECONDED:** Councillor Todd

For – Unanimous

**Item 8 Robertson Oval Building Project and Minutes of Advisory Committee Meeting – 25 July 2022**

**36/2223 RESOLVED** that Council notes the minutes of the Robertson Oval Advisory Committee meeting held at Dunedoo on the 25 July 2022.

**MOVED:** Councillor Hogden

**SECONDED:** Councillor Kopke

For – Unanimous

**Item 9 Minutes of Traffic Advisory Committee Meeting – 28 July 2022**

**37/2223 RESOLVED** that:

1. The minutes of the Traffic Advisory Committee Meeting held on the 28 July 2022 be noted for information.
2. Approval be granted to install Grantham Gap place name signs on Warkton Road, Coonabarabran subject to:
  - Geographical Names Board approval;
  - Council ordering and installing the signs to standard.

3. Approval be granted to Coonabarabran Aero Club to conduct the Warrumbungle Wings and Things event at Coonabarabran Aerodrome on Saturday, 10 September 2022 between 9.30am and 4.00pm subject to compliance with:
  - Traffic Management Plan
  - Traffic Guidance Scheme
  - Vehicle Management Plan
  - Risk Assessment
  - TfNSW Special Events Guide.
  
4. Approval be granted to Hartwood Festival to conduct the Hartwood Campfires and Country Music Festival at 301 Saltwater Road, Bomera on 3-10 April 2023 subject to compliance with and receipt of:
  - Traffic Management Plan
  - Traffic Guidance Scheme
  - Risk Assessment
  - TfNSW Special Events Guide
  - TfNSW Western Region concurrence
  - Current public liability insurance.
  
5. Approval be granted to the Mendooran and District History Group to close part Bandulla Street, Mendooran between Yalcogran Street and Napier Street on Saturday, 8 October 2022 from 9.00am to 4.00pm subject to compliance with and receipt of:
  - Traffic Management Plan
  - Traffic Guidance Scheme
  - Risk Assessment
  - Council's Road Closure Guidelines
  - Road Occupancy Licence
  - TfNSW Special Events Guide
  - TfNSW Regional Special Events concurrence
  - Current public liability insurance.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 10 Minutes of Coonabarabran Swimming Pool Advisory Committee Meeting – 3 August 2022**

**38/2223 RESOLVED** that Council:

1. Notes the minutes of the Coonabarabran Pool Advisory Committee meeting held at Coonabarabran on 3 August 2022.
  
2. Endorses the preferred scope for the Coonabarabran Swimming Pool Complex upgrade in priority order is:
  - a. A 25m x 8 lane pool with an accessible ramp
  - b. A toddler pool with a splash park
  - c. New amenities.

3. Consider an allocation of \$250,000 in the 2023/24 Operational Plan for the purpose of investigation and design of stages 1-3 of the Coonabarabran Swimming Pool Complex Master Plan.

**MOVED:** Councillor Brady

**SECONDED:** Councillor Rindfleish

For – Unanimous

**Item 11 2022 Local Government NSW Annual Conference**

**39/2223 RESOLVED** that Council:

1. Note the report on the LGNSW Annual Conference to be held in the Hunter Valley from 23 October 2022 to Tuesday 25 October 2022.
2. Nominates Councillor Todd and Councillor Iannuzzi to attend for the conference.
3. Submits three Motions to the Conference that include:
  - i. Creek crossings and clearing
  - ii. Renewable Energy Generation (per page 29)
  - iii. Health concerns in the region
4. Allow the Mayor to finalise the motions before they are sent to LGNSW.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Brady

For – Unanimous

**Item 12 Stronger Country Communities Fund – Round Five**

**40/2223 RESOLVED** that Council:

1. Note the report on funding under Stronger Country Communities Fund Round 5 and Resources for Regions Round 9.
2. Holds a workshop of councillors to determine priorities for applications for the funding under Stronger Country Communities Fund Round 5 and Resources for Regions – Round 9.
3. Authorises the Mayor, subject to the outcomes of the above workshop, to make a final determination of priorities for applications under the Stronger Country Communities Fund Round 5 and Resources for Regions Round 9.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Rindfleish

For – Unanimous

**Item 13 Delegations of Authority to the General Manager**

**41/2223 RESOLVED** that

1. Council delegate to the functions of the General Manager the Acts and Regulations as prescribed in the Delegation to the General Manager dated 18 August 2022 (Attachment 1) as listed to Mr Roger William Bailey from 18 August 2022, and

2. Any amendments to Acts and Legislation is automatically bestowed to the General Manager however, any new Legislation is to be endorsed by Council.
3. Council notes that this action will satisfy the requirement of Section 380 of the NSW Local Government Act 1993.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Newton

For – Unanimous

**Item 14 Council Resolutions Report**

**42/2223 RESOLVED** that the Council Resolution Report be noted for information.

**MOVED:** Councillor Iannuzzi

**SECONDED:** Councillor Newton

For – Unanimous

**Item 15 Revotes and High Value Projects Report**

**43/2223 RESOLVED** that the Revote and High Value Projects Report be noted for information.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 16 Accounting Treatment of Rural Fire Service Assets**

**44/2223 RESOLVED** that Council:

1. Notes the information contained in this report.
2. Formerly move to derecognise the RFS assets from Its accounts, via a change to accounting policy within the 2021/2022 Annual Financial Statements, in effect restating its accounts from 2020/2021.
3. Council accepts any qualification from the NSW Audit Office to its action to derecognise RFS assets from its accounts at 30/06/2022.

**MOVED:** Councillor Newton

**SECONDED:** Councillor Kopke

For – Unanimous

**Item 17 2022 Agency Information Guide**

**45/2223 RESOLVED** that Council endorses and adopts the 2022 Agency Information Guide.

**MOVED:** Councillor Newton

**SECONDED:** Councillor Kopke

For – Unanimous

**Item 18 Customer Service Charter**

**46/2223 RESOLVED** that:

1. Council endorses the Draft Customer Service Charter for the purpose of public exhibition for a minimum of 28 days;
2. A further report be presented to Council on the Draft Customer Service Charter after the public exhibition period is completed.

**MOVED:** Councillor Iannuzzi

**SECONDED:** Councillor Newton

For – Unanimous

**Item 19 Draft Community Liaison and Communication Policy**

**47/2223 RESOLVED** that:

1. Council endorses the Draft Community Liaison and Communications Policy for the purpose of public exhibition for a minimum of 28 days;
2. A further report be presented to Council on the Draft Community Liaison and Communications Policy after the public exhibition period is completed.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 20 Delivery Program Progress Report – 4<sup>th</sup> Quarter 2021/22**

**48/2223 RESOLVED** that Council endorses the Delivery Program Progress Report for the period 1 July 2021 to 30 June 2022.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Holcombe

For – Unanimous

**5.41pm**

Cr Brady declared a pecuniary interest in Item 21 – Community Financial Assistance Donations 2022/23 – Round One due to being an Executive on the Warrumbungle Domestic Violence Community Committee.

Cr Brady and Cr Rindfleish left the room due to declaring an interested in the following item.

**Item 21 Community Financial Assistance Donations 2022/23 – Round One**

**49/2223 RESOLVED** that Council funds the following applications under Round Two of the Community Financial Assistance Donations 2022/23, at a total cost of \$9,600.00.

<b>Applicant name/s</b>	<b>Amount (\$)</b>
Coonabarabran Highland Pipes and Drums	400.00
St Lawrence's Primary School	400.00



Coonabarabran Swimming Club	400.00
Coolah Lions Club	400.00
Warrumbungle Domestic Violence Committee	400.00
Pandora Gallery	400.00
Binnaway Tennis Club	400.00
Dunedoo & District Historical Society and Museum	400.00
Baradine PA&H Association	400.00
Borah Creek Land Managers	400.00
Mendooran PA&H Association	400.00
Coolah Crafts	400.00
Coonabarabran CWA	400.00
Baradine Preschool	400.00
Tunes on the Turf	400.00
Dunedoo Tennis Club	400.00
Dunedoo and District Development Group	400.00
Brothers United	400.00
Coolah Junior Sports Club	400.00
Binnaway Progress Assn	400.00
Binnaway Progress Assn	400.00
Coolah and District Historical Society	400.00
Coolah Swimming Club	400.00
Mendooran and District History Group Inc	400.00

**MOVED:** Councillor Kopke    **SECONDED:** Councillor Holcombe

For – Unanimous

**5.44pm**

Cr Brady and Cr Rindfleish returned to the room

**Item 22 Investments and Term Deposits – month ending 31 July 2022**

**50/2223 RESOLVED** that Council accept the Investments Report for the month ending 31 July 2022 including a total balance of \$25,625,626.47 being:

- \$2,034,673.13 in at call accounts.
- \$23,000,000.00 in term deposits.
- \$590,953.34 cash at bank.

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Kopke

For – Unanimous

**Item 23 Road Closure Cassilis Street Extension**

**51/2223 RESOLVED** that Council:

1. Agrees to close the unconstructed public road adjoining Lot 1 DP528474, Lot 7321 DP1146573 and Lot 430 DP753378 in accordance with Part 4 Division 3 of the Roads Act 1993.
2. Advertise the proposed road closure stating that the land will vest in Council and delegate authority to the General Manager to consider any submissions and make a decision on the proposal under s38D Roads Act.
3. Upon vesting in Council, the land comprising the old public road is classified as operational land.
4. Sell the land comprising former public road to the adjoining landowner and delegate authority to the General Manager to negotiate and execute any document associated with the transfer.
5. Authorise the General Manager to sign all documents associated with the conveyancing transaction (including a Client Authorisation Form to affect the transaction).
6. In addition to the Deed of Agreement for the payment of all costs associated with the road closure, acquisition and sale a \$10,000 'up front' bond is required.
7. Include wording for the sale agreement regarding adequate provision of stormwater drainage as a condition of sale at the buyers expense.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Todd

For – Cr Doolan, Cr Iannuzzi, Cr Hogden, Cr Newton, Cr Holcombe, Cr Kopke, Cr Rindfleish, Cr Todd  
Against – Cr Brady

**Item 24 Project Update - Binnaway Sewerage Scheme Business Case and Mendooran Sewerage Scheme Preliminary Options Assessment**

**52/2223 RESOLVED** that:

1. Council notes the information contained in the Project Update - Binnaway Sewerage Scheme Business Case and Mendooran Preliminary Options Assessment Report.
2. The Warrumbungle Shire fight to retain its position for the 75% subsidy for the sewerage fund for the Binnaway and Mendooran Sewerage schemes.
3. Once Council receives capital funding for these projects then Council commits to the capital costs be shared by all 2700 sewerage rate payers in the Warrumbungle Shire, including those affected in the sewer connection areas of Binnaway and Mendooran.
4. Once it is announced that Council has the capital funding for either/both Binnaway and Mendooran then Council commence charging a sewer charge in those areas.

5. The Warrumbungle Shire Council arrange with Parkes Shire to inspect the present system in Trundle and Tullamore as soon as possible which is a similar project to what would be installed in Binnaway and Mendooran.
6. Commit to completing the Binnaway Sewerage Scheme Business Case as a matter of priority.
7. Commit to development of a full Business Case for the Mendooran Sewerage Scheme, including Concept Design, preliminary environmental assessment and geotechnical investigation, development of technical specifications and detailed cost estimates, at an estimated cost of \$250,000, pending availability of external funding.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Kopke

For – Cr Iannuzzi, Cr Brady, Cr Hogden, Cr Newton, Cr Holcombe, Cr Kopke, Cr Rindfleish, Cr Todd  
Agaisnt – Cr Doolan

#### **Item 25 Smoke Testing Project Report**

**53/2223 RESOLVED** that Council:

1. Notes the information contained in the Smoke Testing Project Report.
2. Adopts the Sewerage Responsibility Diagram outlining responsibilities of Council and property owners as to maintenance of sanitary drainage.
3. Informs local plumbers of this clarification.
4. Proceeds with issuing sewer defect notices to affected properties within Coonabarabran, in a staged process.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Holcombe

For – Unanimous

#### **Item 26 Regional Experience Development Strategy**

**54/2223 RESOLVED** that Council notes the information in the Regional Experience Development Strategy Report.

**MOVED:** Councillor Brady

**SECONDED:** Councillor Holcombe

For – Unanimous

#### **Item 27 Inland Rail Update Report – August 2022**

**55/2223 RESOLVED** that Council notes the information in the Inland Rail Update Report.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Newton

For – Unanimous

**Item 28 Development Applications**

**56/2223 RESOLVED** that Council notes the Applications and Certificates approved during July 2022, under Delegated Authority.

**MOVED:** Councillor Kopke

**SECONDED:** Councillor Newton

For – Unanimous

**Item 29 Reports to be Considered in Closed Council**

**57/2223 RESOLVED** that:

**1. Item 29.1 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 29.2 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.

**MOVED:** Councillor Brady

**SECONDED:** Councillor Hodgen

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.

**58/2223 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 Rindfleish

**SECONDED:** Councillor Kopke

For – Unanimous

**6.16 pm  
Closed Council**

**Item 29.1 Human Resources Monthly Report – August 2022**

**59/2223 RESOLVED** that the Human Resources Monthly Report for August 2022 be noted for information.

**MOVED:** Councillor Brady

**SECONDED:** Councillor Kopke

For – Unanimous

**Item 29.2 Three Rivers Regional Retirement Community Information Report**

**60/2223 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 Newton

**SECONDED:** Councillor Rindfleish

For – Unanimous

**61/2223 RESOLVED** that Council return to Open Council.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Newton

For – Unanimous

**6.31 pm  
Open Council**

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

There being no further business the meeting closed at 6.32 pm.

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**CHAIRPERSON**