



Minutes

Extra-Ordinary Council Meeting

held in the Council Chambers

John Street, Coonabarabran

on Thursday, 19 September 2024

commencing at 5.00 pm

PRESENT: Cr D Bell, Cr K Brady, Cr D Hogden, Cr Z Holcombe, Cr R Lewis, Cr J Newton, Cr K Rindfleish, Cr N Taylor and Cr D Todd.

In attendance: Acting General Manager (Lindsay Mason), Acting Director Corporate and Community Services (Ngaire Stevens), Director Environment and Development Services (Leeanne Ryan), Director Technical Services (Nicole Benson), Executive Assistant to General Manager (Ashley Molloy - Minutes) and Personal Assistant to Director Corporate and Community Services (Amanda Wherrett – Minutes).

Acknowledgement of Country

Mr Kodi Brady acknowledged 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 Acting General Manager announced that the meeting was being streamed live plus audio recorded, and that the audio recording will be published.

Apologies

Nil

The Acting General Manager called for Disclosure of Interests

Nil.

Item 1 Oath or Affirmation for Councillors

67/2425 RESOLVED That Council note that each individual Councillor has taken an Oath or made an Affirmation as follows at the first meeting of Council;

MOVED: Mr Newton

SECONDED: Ms Rindfleish

Cr Bell came forward to take the Oath of Office

Cr Brady came forward to take Affirmation of Office

Cr Hogden came forward to take Oath of Office

Cr Holcombe came forward to take Affirmation of Office

Cr Lewis came forward to take Affirmation of Office

Cr Newton came forward to take Oath of Office

Cr Rindfleish came forward to take Oath of Office

Cr Taylor came forward to take Oath of Office

Cr Todd came forward to take Affirmation of Office

Item 2 Nominations for and Election for the Position of Mayor for the Period 2024 to 2026

68/2425 RESOLVED that Council:

1. Note the report on the nominations for and election for the position of Mayor for the two-year period to September 2026;
2. Determine the method of voting for the position of Mayor; and
3. Proceed to hold the election for the position of Mayor for the 2024 to 2026 term.

MOVED: Councillor Newton

SECONDED: Councillor Taylor

For – Unanimous

The Acting General Manager advised that (1) nomination had been received for the position of Mayor for the period until September 2026, being Councillor Kathryn Rindfleish nominated by Councillors Hogden, Holcombe and Newton.

The Acting General Manager called for further nominations for the position of Mayor. There were no further nominations received.

The Acting General Manager declared Councillor Rindfleish elected (unopposed) to the position of Mayor for the period to September 2026.

The Mayor assumed the Chair.

Item 3 Nominations for and election for the Position of Deputy Mayor

69/2425 RESOLVED that Council:

1. Note the report on the appointment of and procedure for the election of a Deputy Mayor;
2. Resolve that a Deputy Mayor is to be elected from its number for the Mayoral term; and
3. Hold an election for the position of Deputy Mayor on the same basis as for the Mayoral position.

MOVED: Councillor Lewis

SECONDED: Councillor Todd

For – Unanimous

The Acting General Manager advised that (1) nomination had been received for the position of Deputy Mayor for the period until September 2026, being Councillor Newton nominated by Councillors Rindfleish, Hogden and Holcombe.

The Acting General Manager called for further nominations for the position of Deputy Mayor. There were no further nominations received.

The Acting General Manager declared Councillor Newton elected (unopposed) to the position of Deputy Mayor for the period to September 2026.

Item 4 Delegations of Authority to the Mayor and Deputy Mayor
70/2425 RESOLVED that Council:

- i) Notes that the Mayor holds the following functions under section 226 of the *Local Government Act 1993*:
 - a) to be the leader of the council and a leader in the local community,
 - b) to advance community cohesion and promote civic awareness,
 - c) to be the principal member and spokesperson of the governing body, including representing the views of the council as to its local priorities,
 - d) to exercise, in cases of necessity, the policy-making functions of the governing body of the council between meetings of the council,
 - e) to preside at meetings of the council,
 - f) to ensure that meetings of the council are conducted efficiently, effectively and in accordance with this Act,
 - g) to ensure the timely development and adoption of the strategic plans, programs and policies of the council,
 - h) to promote the effective and consistent implementation of the strategic plans, programs and policies of the council,
 - i) to promote partnerships between the council and key stakeholders,
 - j) to advise, consult with and provide strategic direction to the general manager in relation to the implementation of the strategic plans and policies of the council,
 - k) in conjunction with the general manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community,
 - l) to carry out the civic and ceremonial functions of the mayoral office,
 - m) to represent the council on regional organisations and at inter-governmental forums at regional, State and Commonwealth level,
 - n) in consultation with the councillors, to lead performance appraisals of the general manager,
 - o) to exercise any other functions of the council that the council determines.

- ii) Delegates the following additional functions and delegations to the Mayor:
 - a) to approve leave for the General Manager,
 - b) to respond to media publicity on Council matters and to issue media releases and make statements to the media on behalf of Council,

- c) approve attendance by elected members at conferences and seminars etc. within NSW and the ACT to a maximum of three (3) days and within budget provisions,
 - d) authorise urgent works up to an amount of \$50,000 where budget funds are available and report that approval to the next Council meeting,
 - e) promote the area of Council through representations, functions and personal approaches,
 - f) use of a corporate credit card to a maximum of \$5,000.
- iii) Delegates the following function and delegation to the Deputy Mayor:

If the mayor is prevented by illness, absence or otherwise from exercising their function then subject to the requirements of the *Local Government Act 1993* the Deputy Mayor be authorised to exercise and perform on behalf of the Council the powers, authorities, duties or functions with Council has delegated to the Mayor.

MOVED: Councillor Taylor

SECONDED: Councillor Holcombe

For – Unanimous

Item 5 Council Committees

5:14pm

71/2425 RESOLVED that standing orders be suspended and be moved to general discussion

MOVED: Councillor Hogden

SECONDED: Councillor Taylor

For – Unanimous

5:31pm

72/2425 RESOLVED that standing orders be resumed

MOVED: Councillor Bell

SECONDED: Councillor Holcombe

For – Unanimous

73/2425 RESOLVED that Council:

1. Notes the information contained in the Council Committees report;
2. Deletes the following committees and delegates that are no longer relevant including:
 - Inland Rail Community Consultation Committee
 - Mining Related and Energy Related Councils
 - Barneys Reef Wind Farm Committee
 - Health Advisory Committee

3. Nominates the Councillor for representation for each of the External Organisational and Regional Committee and Internal Committee of Council listed below:
 1. Appoints the Mayor and General Manager (or his delegate) to the Castlereagh Bushfire Management Committee;
 2. Appoints the Mayor and General Manager (or his delegate) to the Castlereagh Zone Liaison Committee;
 3. Appoints Director Technical Services to the Local Emergency Management Committee;
 4. Appoints Councillor Todd to the North West Weight of Loads Group;
 5. Appoints Councillor Todd to the Newell Highway Task Force;
 6. Appoints Director Environment and Development Services to the Central West Environment & Waterways Alliance;
 7. Appoints Director Environment and Development Services to the Liverpool Range Wind Farm Community Consultation Committee;
 8. Appoints Councillors Lewis and Councillor Brady to the Traffic Advisory Committee;
 9. Appoints Councillor Rindfleish to the Valley of the Winds Wind Farm Community Consultative Committee (CCC);
 10. Establishes an Audit, Risk and Improvement Committee (ARIC); appoints Councillor Newton to the Audit, Risk and Improvement Committee; and call for expressions of interest for the Independent External Members;
 11. Establishes a General Manager's Review Committee and appoints the Mayor, Deputy Mayor, Councillor Hogden, Councillor Taylor and Councillor Lewis.
 12. Establishes a Warrumbungle Shire Tourism and Economic Development Advisory Committee; appoints Councillor Taylor, Councillor Lewis and Councillor Holcombe to the Committee and calls for expressions of interest from the user groups;
 13. Establishes a Coonabarabran Sporting Complex Advisory Committee; appoints Councillor Brady and Councillor Newton to the Committee; and call for expressions of interest for the user groups;
 14. Establishes a Coonabarabran Swimming Pool Advisory Committee; appoints Councillor Brady and Councillor Taylor to the Committee; and call for expressions of interest for the user groups and community positions;
 15. Establishes a Coonabarabran Town Beautification Advisory Committee; appoints Councillor Holcombe and Councillor Taylor to the Committee; and call for expressions of interest for the community positions;

16. Establishes a Warrumbungle Road Network Advisory Group, appoints Councillor Lewis, Councillor Bell and Councillor Newton and calls for expressions of interest from the community as well as a representative of the Local Statement of Parliament and the Local Federal Member of Parliament.
 17. Establishes a Flood Risk Management Committee Terms of Reference; appoints Councillor Bell and Councillor Rindfleish. Appoints Geoffrey McMillian, Noel Gilbert and Sally Staniforth and calls for an expression of interest from the community for the vacant position.
 18. Establishes a Planning Agreement Management Committee; appoints Councillor Hogden and Councillor Newton and calls for an expression of interest for 2 community representatives from 'Affected Communities' (defined area refers to Coolah, Dunedoo, Uarbry, Leadville, Mendooran, Binnaway and Cobbora and surrounding districts).
 19. Establishes an Australia Day Award Committee and appoints all councillors and General Manager (or his delegate) to the Australia Day Award Committee;
4. Endorses the Terms of Reference for the Internal Committees listed below
- Audit Risk and Improvement (ARIC) Committee Charter
 - Warrumbungle Shire Economic Development and Tourism Advisory Committee
 - Coonabarabran Sporting Complex Advisory Committee
 - Coonabarabran Swimming Pool Advisory Committee
 - Coonabarabran Town Beautification Advisory Committee
 - Warrumbungle Road Network Advisory Group
 - Flood Risk Management Committee
 - Planning Agreement Management Committee
 - Australia Day Award Committee

MOVED: Councillor Hogden

SECONDED: Councillor Brady

For – Unanimous

Item 6 Election of Members to Castlereagh Macquarie County Council

74/2425 RESOLVED that Council:

1. Conduct an election of two (2) Councillors to the Castlereagh Macquarie County Council for the period from September 2024 until the next Local Government Election, currently September 2028; and
2. Note that in accordance with the Local Government (General) Regulations 2021, the General Manager is the Returning Officer for the election

The Acting General Manager announced that four nominations received for the position of Councillor to the Castlereagh Macquarie County Council for the period from September 2024 to September 2028.

There were no further nominations and a secret ballot was conducted under section 9: Part 2(7) Local Government (General) Regulation 2021.

The Acting General Manager declared Councillor Holcombe and Councillor Bell to be elected to the position of councillor to the Castlereagh Macquarie Country Council.

MOVED: Councillor Brady

SECONDED: Councillor Taylor

For – Unanimous

Item 7 Disclosure of Interests under clause 4.21 of the *Model Code of Conduct for Local Councils in NSW*

75/2425 RESOLVED that Council:

1. Note the report on Disclosure of Interests under clause 4.21 of the *Model Code of Conduct for Local Councils in NSW*.
2. Note the relevant forms have been issued to all councillors.
3. Note that the Returns are to be provided to the General Manager by no later than 18 December 2024.

MOVED: Councillor Newton

SECONDED: Councillor Bell

For – Unanimous

Item 8 2024 Local Government NSW Annual Conference

76/2425 RESOLVED that Council:

1. Note the report on the 2024 Local Government NSW Annual Conference.
2. Appoint the Mayor Kathryn Rindfleish as Council's voting delegate to participate in the LGNSW Annual Conference.
3. Councillor Taylor and Councillor Brady attend the Local Government NSW Conference as observers. Cr Todd to be alternate delegate if required.

MOVED: Councillor Holcombe

SECONDED: Councillor Todd

For – Unanimous

Item 9 Meeting Schedule 2025 – Setting of Dates for Council Meetings

77/2425 RESOLVED that Council adopts the following Meeting Schedule for 2025:

| | | |
|---------------|-------------|---------------|
| February 2025 | Thursday 20 | Coonabarabran |
| March 2025 | Thursday 20 | Coolah |
| April 2025 | Thursday 17 | Coonabarabran |
| May 2025 | Thursday 15 | Coolah |
| June 2025 | Thursday 19 | Coonabarabran |

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|----------------|-------------|---------------|
| July 2025 | Thursday 17 | Coolah |
| August 2025 | Thursday 21 | Coonabarabran |
| September 2025 | Thursday 18 | Coolah |
| October 2025 | Thursday 16 | Coonabarabran |
| November 2025 | Thursday 20 | Coolah |
| December 2025 | Thursday 11 | Coonabarabran |

MOVED: Councillor Brady

SECONDED: Councillor Newton

For – Unanimous

Item 10 Draft General Purpose and Special Purpose Financial Statements for the 2023/24 Financial Year

78/2425 RESOLVED that Council:

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 2024 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 2024 to be certified and signed by the Mayor, one Councillor, 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 Holcombe

SECONDED: Councillor Newton

For – Unanimous

There being no further business the meeting closed at 5.47 pm.

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CHAIRPERSON