



# **Minutes**

## **Ordinary Council Meeting**

**held in the Council Chambers**

**John Street, Coonabarabran**

**on Thursday, 21 November 2024**

**commencing at 5:17 pm**

**PRESENT:** Cr K Rindfleish (Chairperson), Cr K Brady (livestream), Cr D Hogden, Cr Z Holcombe, Cr R Lewis, Cr J Newton, 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 the General Manager (Ashley Molloy – Minutes) and Personal Assistant to Director Corporate and Community Services (Amanda Wherrett).

### **Acknowledgement of Country**

Cr Holcombe 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 Chairperson announced that the meeting was being streamed live plus audio recorded, and that the audio recording will be published.

### **APOLOGIES**

Nil

### **Confirmation of Minutes**

**130/2425 RESOLVED** that Council confirm the following minutes:

- Minutes of the Ordinary Council meeting held on 17 October 2024

**MOVED:** Councillor Todd

**SECONDED:** Councillor Taylor

For – Unanimous

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

Nil

### **Item 1 Mayoral Minute – Mayors Log of Activity, Kilometres Travelled and Expenses from 5 October 2024 to 9 November 2024**

**131/2425 RESOLVED** that Council:

1. Notes the report on the Mayor's Activity and Log of Kilometres travelled by Mayor Kathryn Rindfleish for the period 5 October 2024 to 9 November 2024
2. Notes the report on the Mayor Kathryn Rindfleish credit card expenses between 5 October 2024 and 9 November 2024

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Bell

For – Unanimous

**Item 2 Councillors' Monthly Travel Claims**

**132/2425 RESOLVED** that Council notes the Councillors' monthly travel claims report in the amount of \$766.36

**MOVED:** Councillor Taylor

**SECONDED:** Councillor Bell

For – Unanimous

**Item 3 Delegates Report – Castlereagh Macquarie County Council Meeting 28 October 2024**

**133/2425 RESOLVED** that Council note the Delegates' Report in relation to Castlereagh Macquarie County Council meeting held on 28 October 2024

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Newton

For – Unanimous

**Item 4 Delegate's Report – Newell Highway Taskforce Meeting 29 October 2024**

**134/2425 RESOLVED** that Council notes the Delegates' Report on the Newell Highway Taskforce Meeting held Tuesday 29 October 2024 at Narrandera NSW.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Newton

For – Unanimous

**Item 5 Minutes of Economic Development and Tourism Meeting**

**135/2425 RESOLVED** that Council notes the minutes of the Economic Development and Tourism Committee meeting held on 29 October 2024.

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Bell

For – Unanimous

**Item 6 Council Resolutions Report**

**136/2425 RESOLVED** that the Council Resolution Report be noted for information.

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 7 Revotes and High Value Projects Report**

**137/2425 RESOLVED** that the Revote and High Value Projects Report be noted for information.

**MOVED:** Councillor Bell

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 8 Code of Conduct**  
**138/2425 RESOLVED** that:

1. Council adopts the reviewed Code of Conduct; and
2. Draft Procedures for the Administration of the Code of Conduct

**MOVED:** Councillor Newton

**SECONDED:** Councillor Taylor

For- Unanimous

**Item 9 2023/24 Annual Report**  
**139/2425 RESOLVED** that Council:

1. Endorses the 2023/24 Annual Report
2. Makes the Annual Report available to the public on Council's website
3. Submits the Annual Report to the Minister for Local Government

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 10 2024 Agency Information Guide**

**140/2425 RESOLVED** that Council endorses and adopts the 2024 Agency Information Guide.

**MOVED:** Councillor Taylor

**SECONDED:** Councillor Holcombe

For – Unanimous

**PROCEDURAL MOTION**

That Council deal with item 11 Presentation of 2023/24 External Audited Financial Statements as at 30 June 2024 at this point of the meeting.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 11 Presentation of 2023/24 External Audited Annual Financial Statements as at 30 June 2024**

**141/2425 RESOLVED** that Council:

1. Note the report on completion and presentation of the 2023/24 audited Annual Financial Statements for the Warrumbungle Shire Council as at 30 June 2024
2. Suspend standing orders to allow for a presentation by the Auditor on the 2023/24 Financial Statements

**MOVED:** Councillor Todd

**SECONDED:** Councillor Holcombe

For – Unanimous

Unaib Jeffrey, from Audit Office of NSW, addressed the meeting 5.31 – 5.40pm.

Standing orders were resumed at 5.40pm.

**Item 12 Quarterly Budget Review Statement for the 1<sup>st</sup> Quarter Ending 30 September 2024**

**142/2425 RESOLVED** that Council:

1. Accept the 1<sup>st</sup> Quarter Quarterly Budget Review Statement for the 2024/25 financial year, as presented;
2. Approve the variations as described in Table 1a; and
3. Note and accept the information provided on the status of the rates and annual charges for the period ending 30 September 2024

**MOVED:** Councillor Lewis

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 13 Delivery Program Progress Report – 1<sup>st</sup> Quarter 2024/25**

**143/2425 RESOLVED** that Council endorses the Delivery Program Progress Report for the period 1 July 2024 to 30 September 2024

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 14 Community Financial Assistance Donations 2024/25 – Round One**

**144/2425 RESOLVED** that Council funds the following application Number 21 Coonabarabran Celtic Club Pipe Band, under Round One of the Community Financial Assistance Donations 2024/25, at a cost of \$500

**MOVED:** Councillor Hogden

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 15 Investments and Term Deposits month ending 31 October 2024**

**145/2425 RESOLVED** that Council accept the Investments Report for the month ending 31 October 2024 including a total balance of \$49,885,886.05 being;

- \$533,767,46 in at call accounts
- \$48,400,000.00 in term deposits
- \$952,118.59 cash at bank

**MOVED:** Councillor Taylor

**SECONDED:** Councillor Bell

For – Unanimous

**Item 16 Reduced Pool Entry Fee – 2024/25**

**MOTION**

That Council;

1. Reduce entry fees for the 2024/25 season for ‘Casual Admission per person’ from \$4.70 (Inc GST) to \$0.00
2. Refund the value of any 24/25 Season tickets that have been purchased
3. Council staff identify a source of funds, or a reduction in service levels to cover the costs of the reduced income from pool fees.

**MOVED:** Councillor Todd

**SECONDED:** Councillor Bell

For – Cr Lewis and Cr Todd

Against – Cr Brady, Cr Holcombe, Cr Taylor, Cr Hogden, Cr Bell, Cr Newton

On being PUT this MOTION was LOST

**A further MOTION was made**

That Council;

1. Note the information contained within the two-dollar entry fee report;
2. Reduce entry fees for the 2024/25 season for ‘Casual Admission per person’ from \$4.70 (Inc GST) to \$2.00 (Inc GST);
3. Council staff identify a source of funds, or a reduction in service levels to cover the costs of the reduced income from pool fees.

**On being PUT:**

**146/2425 RESOLVED** that Council:

1. Note the information contained within the two-dollar entry fee report;
2. Reduce entry fees for the 2024/25 season for ‘Casual Admission per person’ from \$4.70 (Inc GST) to \$2.00 (Inc GST);
3. Council staff identify a source of funds, or a reduction in service levels to cover the costs of the reduced income from pool fees.

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Cr Bell, Cr Holcombe, Cr Newton, Cr Brady, Cr Lewis, Cr Hogden and Cr Taylor

Against – Cr Todd

**Item 17 Coonabarabran Amateur Boxing Gym Licence update on fee structure and its establishment**

**147/2425 RESOLVED** that Council notes the information contained within the report on the Licence Agreement between Council and Coonabarabran Amateur Boxing Association's fee structure, its establishment, and associated costs related to the Agreement

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Lewis

For – Unanimous

**Item 18 Licence Agreement – Mezzanine Level of the Coonabarabran Sport and Recreation Building**

**148/2425 RESOLVED** that Council;

1. Enters into a Licence Agreement between Council and Coonabarabran Amateur Boxing Association for use of the mezzanine level of the Coonabarabran Sport and Recreation Building;
2. Notifies all persons who made a submission of the outcome
3. Adopt that 20% of costs are attributable to the Mezzanine level for a total of \$3200 per year (inc GST) detailed in Option 2 of Item 17 Coonabarabran Amateur Boxing Gym Licence update on fee structure and its establishment Report
4. Investigate the option of a separate electrical meter for the mezzanine level

**MOVED:** Councillor Lewis

**SECONDED:** Councillor Holcombe

For – Unanimous

**Item 19 Kenebri Proposed Lease at 1865 Kenebri Road, Kenebri NSW 2396**

**149/2425 RESOLVED** that Council;

1. Advertises the Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396 for a period of not less than 28 days
2. Receives a report on submissions received on the Initial Terms Agreement for proposed lease at 1865 Kenebri Road, Kenebri NSW 2396

**MOVED:** Councillor Todd

**SECONDED:** Councillor Hogden

For – Unanimous

**Item 20 Natural Disaster Response and Recovery Month Report**

**150/2425 RESOLVED** that Council note the Natural Disaster Response and Recovery Monthly Report for October 2024.

**MOVED:** Councillor Newton

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 21 Timor Dam Audit Report**

**151/2425 RESOLVED** that Council notes the Timor Dam Audit Report

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 22 Drinking Water Management System Improvement Plan Implementation – November 2024 Update Report**

**152/2425 RESOLVED** that Council notes the Drinking Water Management System Improvement Plan Implementation – November 2024 Update Report

**MOVED:** Councillor Taylor

**SECONDED:** Councillor Bell

For – Unanimous

**Item 23 Local Heritage Funding Grant Program**

**153/2425 RESOLVED** that Council grant a total of \$9,400 under the Local Heritage Funding Grants Program to undertake heritage repairs and restoration works for the following heritage items:

- |  |         |
|--|---------|
| • Coolah Crafts Building, 37 Binnia Street Coolah            | \$1,000 |
| • Binnia Street Heritage Shop, 41-43 Binnia Street Coolah    | \$2,000 |
| • Coolah Creek Homestead, Coolah Creek Coolah                | \$1,000 |
| • Ulamambri School, 26 Ulamambri Street Ulamambri            | \$1,400 |
| • Leadville Memorial Hall, Garland Street Leadville          | \$1,000 |
| • Royal Hotel Coonabarabran, 53-57 John Street Coonabarabran | \$3,000 |

**MOVED:** Councillor Hogden

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 24 Review of Warrumbungle Waste – Green Waste Collection Costings**

**154/2425 RESOLVED** that the Review of Warrumbungle Waste – Green Waste Collection Costings Report be noted for information.

**MOVED:** Councillor Bell

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 25 Central-West Orana Renewable Energy Zone Report – October 2024**

**155/2425 RESOLVED** that Council notes the Central-West Orana Renewable Energy Zone Report – October 2024.

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Unanimous



**Item 26 Development Approvals**

**156/2425 RESOLVED** that Council notes the Applications and Certificates approved during October 2024, under Delegated Authority.

**MOVED:** Councillor Hogden

**SECONDED:** Councillor Taylor

For - Unanimous

**Item 27 Notice of Motion – To Apply for a Heritage Grant**

**157/2425 RESOLVED** that Council:

1. Prepare a report assessing the restoration requirements of buildings in the Shire that may be affected by the danger of on street parking
2. Consult with the Traffic Committee, as to the ability to extend into road reserves

**MOVED:** Councillor Todd

**SECONDED:** Councillor Taylor

For – Cr Brady, Cr Lewis, Cr Hogden, Cr Todd and Cr Newton  
Against – Cr Holcombe, Cr Bell and Cr Taylor,

**Item 28 Notice of Motion – All Mobile Phones Banned at Council Meetings**

**158/2425 RESOLVED** that mobile phones are banned in Council Meetings

**MOVED:** Councillor Todd

**SECONDED:** Councillor Taylor

For – Cr Todd

Against – Cr Brady, Cr Bell, Cr Taylor, Cr Newton, Cr Hogden, Cr Lewis and Cr Holcombe

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

**159/2425 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 Tender 2024/08 Supply and Delivery of Garbage Truck**

That the Tender 2024/08 Supply and Delivery of Garbage Truck Report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993 (NSW)* on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

**3. Item 29.3 Binnaway Sewerage Scheme Concept Design Site Selection Report**

That the Binnaway Sewerage Scheme Concept Design Detailed Site Selection Report be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993 (NSW)* on the grounds that the matter deals with commercial

information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

**4. Item 29.4 Tender Report for the Supply of Skip Bin Service**

That the Tender Report for the Supply of Skip Bins Service be referred to Closed Council pursuant to section 10A(2)(d) of the *Local Government Act 1993* (NSW) on the grounds that the matter deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it, or confer a commercial advantage on a competitor of the council, or reveal a trade secret.

**MOVED:** Councillor Hogden

**SECONDED:** Councillor Taylor

For – Unanimous

The Acting 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.

**160/2425 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 Hogden

**SECONDED:** Councillor Taylor

For – Unanimous

**6.13pm**  
**Closed Council**

**Item 29.1 Human Resources Monthly Report**

**161/2425 RESOLVED** that Council notes the information contained in the Human Resources Monthly Report.

**MOVED:** Councillor Holcombe

**SECONDED:** Councillor Taylor

For – Unanimous

**Item 29.2 Tender 2024 Supply and Delivery of Garbage Truck**

**162/2425 RESOLVED** that Council accept the tender from Superior Pak Pty Ltd and purchase one Isuzu dual control truck and Superior Pak compactor for \$436,613 (ex GST).

**MOVED:** Councillor Lewis     **SECONDED:** Councillor Taylor

For – Unanimous

**Item 29.3 Binnaway Sewerage Scheme Concept Design Site Selection Report**  
**163/2425 RESOLVED** that Council;

1. Notes the information contained in the Binnaway Sewerage Scheme Concept Design Detailed Site Selection Report;
2. Endorse the area of Site 10 as the indicative location for the Binnaway Sewage Treatment Plant;
3. Authorise the commencement of concept design based on this indicative location;
4. Direct staff to notify the landowner of Site 10 that their property has been selected as the indicative location for the design of a new Sewage Treatment Plant;
5. Approve the undertaking of geotechnical and environmental assessment investigations on or as close as possible to the preferred site, noting that Council does not own the land;
6. Receives a report upon completion of the concept design and business case

**MOVED:** Councillor Todd     **SECONDED:** Councillor Taylor

For – Unanimous

**Item 29.4 Tender Report for the Supply of Skip Bin Service**  
**164/2425 RESOLVED** That Council:

1. Notes the information contained in the Tender Report for the Supply of Skip Bins Service.
2. Accepts the Tender for the the Supply of Skip Bins Service from Warrumbungle Plant Hire for a total contract value of \$468,000 (ex GST) and for the adhoc collection at each Transfer Station on an as needs basis for a period of three (3) years with an option to extend the term for a period for one (1) year up to five (5) times under Volume 3: Services Agreement Clause 2.2 Extended Term.

**MOVED:** Councillor Newton     **SECONDED:** Councillor Lewis

For – Unanimous

**165/2425 RESOLVED** that Council return to Open Council.

**MOVED:** Councillor Taylor     **SECONDED:** Councillor Newton

For – Unanimous

Meeting date: 21 November 2024

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**6.22pm**  
**Open Council**

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

There being no further business the meeting closed at 6.25pm.

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**CHAIRPERSON**