



# **MINUTES**

**Ordinary Council Meeting  
Wednesday, 9 September 2020**

**MINUTES OF COONAMBLE SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE SHIRE CHAMBER, COONAMBLE  
ON WEDNESDAY, 9 SEPTEMBER 2020 AT 10.00 AM**

**PRESENT:** Cr Ahmad Karanouh (Mayor), Cr Karen Churchill, Cr Pat Cullen, Cr Barbara Deans, Cr Bill Fisher, Cr Robert Thomas.

**IN ATTENDANCE:** Hein Basson (General Manager), Bruce Quarmby (Executive Leader - Corporate and Sustainability), Kookie Atkins (Executive Leader - Infrastructure), Pip Goldsmith (Manager - Economic Development and Growth) and Jill Moorhouse (Executive Assistant).

**1 OPENING MEETING**

The Mayor opened the meeting at 10.18 a.m.

**2 ACKNOWLEDGEMENT OF COUNTRY**

We acknowledge the traditional custodians of this land on which we meet today, the Wailwan people and the Gamilaroi people and recognise their continuing connection to land, water and culture. We pay our respects to Elders past, present and emerging.

**3 COMMUNITY CONSULTATION**

Nil.

**4 APOLOGIES/APPLICATIONS FOR LEAVE OF ABSENCE BY COUNCILLORS**

Nil.

**5 DEPUTATION/DELEGATIONS**

Nil.

**6 CONFIRMATION OF MINUTES**

**RESOLUTION 2020/135**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

That the minutes of the Ordinary Meeting of the Coonamble Shire Council held on Wednesday, 12 August 2020 be confirmed as a correct record of the proceedings of the meeting.

**CARRIED**

## 7 DISCLOSURES OF CONFLICTS OF INTEREST

Cr Deans informed the meeting that she has a non-pecuniary conflict of interest in Item 12.5 – Economic Development Progress report – the section dealing with the Inland Rail Project. Cr Deans stated that her farming business is involved with grain production and her property is potentially affected by the proposed route of the Inland Rail Project. She indicated she would remain in the Council Chamber, taking part in the discussions and voting on this item.

## 8 RESOLUTION BOOK

The General Manger informed the meeting that this item is now potentially superfluous as progress on important resolutions are addressed in relevant officers' reports, however, due to the being included in the Council's Code of Meeting Practice Order of Business it is still shown on the agenda.

Mr Basson said it may be prudent for Council to review its Code of Meeting Practice for amendment and a report in this regard would be brought back to Council as soon as is practicable.

## 9 MAYORAL MINUTE

### MAYORAL MINUTE - MAYORAL ACTIVITIES REPORT

#### *i) Update – Abattoir*

The Mayor provided a brief update on progress with works at the Castlereagh Regional Abattoir, advising that six (6) staff members have been employed and that there is a possibility of another twenty (20) people being engaged.

The General Manager informed the meeting that Council received an update via letter from the Managing Director of this Abattoir earlier in the week, advising that upgrading works are ongoing and that officers of the EPA as well as from the NSW Food Authority have inspected the premises.

The letter further advised that Mr Mark Goodman has been appointed as General Manager and Mr Shane Irwin as Meat Inspector. It was also stated that they have approached TAFE and the Coonamble High School to set up training programs for prospective employees going forward.

#### *ii) Provision of Defibrillators*

The Mayor referred to the importance of providing defibrillators in prominent locations throughout the Shire and suggested Council purchase another one for Coonamble and one each for Gulargambone and Quambone. The meeting noted that such devices are currently located at the Coonamble Pool and at the Coonamble Sportsground. Staff confirmed the availability of the necessary funding from Council's Development Reserve Fund.

## RESOLUTION 2020/136

Moved: Cr Ahmad Karanouh

Seconded: Cr Karen Churchill

**That Council agrees to purchase three (3) defibrillators; one to be located in the Main Street near the pharmacy in Coonamble; one to be located in a prominent location at Gulargambone and the other at either the hotel or store in Quambone, noting that they cost around \$2,500 each and if grant funds cannot be sourced, these devices being funded from Council’s Development Reserve Fund.**

**CARRIED**

**RESOLUTION 2020/137**

Moved: Cr Barbara Deans

Seconded: Cr Robert Thomas

**That the information contained in the Mayor’s Report be noted.**

**CARRIED**

**10 PRECIS OF CORRESPONDENCE**

**SECTION A - MATTERS FOR CONSIDERATION BY COUNCIL**

**SECTION B - MATTERS FOR INFORMATION ONLY**

**10.1 THE HON MARK COULTON MP - COVID-19 IMPACT ON LOCAL GOVERNMENT**

**RESOLUTION 2020/138**

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

**That Council notes the information contained in The Hon Mark Coulton’s letter in response to Council’s correspondence seeking support to recover from the COVID-19 pandemic.**

**CARRIED**

Moved: Cr Robert Thomas

Seconded: Cr Bill Fisher

**That Council submits a letter to the Local Government General Assembly seeking further clarification on the quantum of Financial Assistance Grants being paid to Local Government and its relationship with the Federal Government’s total annual revenues collected.**

**CARRIED**

## 11 COMMITTEE REPORTS

### 11.1 ROADS COMMITTEE INAUGURAL MEETING

In response to a question from Cr Cullen as to the role of the community representatives on the Roads Committee, the Executive Leader – Infrastructure said that they contribute through suggestions and recommendations, however, they are not involved in final decision-making and have no authority to influence works or otherwise.

The community representatives are currently encouraged to have input in the prioritising of Council's local roads network – particularly on population changes i.e. increases in the number of families being serviced by particular roads.

It was noted that should the community representatives have issues with a particular road, they should lodge a customer request – consistent with Council's adopted practice in this regard.

#### **RESOLUTION 2020/139**

Moved: Cr Robert Thomas

Seconded: Cr Bill Fisher

- 1. That Council notes the contents of this report, as well as the Roads Committee Meeting notes.**
- 2. That the actions outlined in the Roads Committee Meeting notes be implemented and reported back to the next meeting of the Roads Committee.**

**CARRIED**

## 12 REPORTS TO COUNCIL

### 12.1 STATUS REPORT REGARDING COUNCILLOR ENQUIRIES

#### **RESOLUTION 2020/140**

Moved: Cr Barbara Deans

Seconded: Cr Robert Thomas

**That Council notes the information in this report.**

**CARRIED**

## **12.2 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY**

### **RESOLUTION 2020/141**

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

**That Council notes Development Application No 018/2020 and Complying Development Application No 019/2020 have been approved under delegated authority since Council's August 2020 Meeting.**

**CARRIED**

## **12.3 NATIONAL LOCAL ROADS AND TRANSPORT CONGRESS**

### **RESOLUTION 2020/142**

Moved: Cr Bill Fisher

Seconded: Cr Robert Thomas

- 1. That Council notes the report.**
- 2. That Council authorises the Executive Leader Infrastructure to attend this congress in Wagga Wagga from 16 to 18 November 2020 should it go ahead as a conventionally attended convention, or makes the necessary alternate arrangements for remote virtual attendance.**

**CARRIED**

## **12.4 ADOPTION - DRAFT CODE OF CONDUCT AND PROCEDURES FOR THE ADMINISTRATION OF THE MODEL CODE OF CONDUCT**

The General Manager informed the meeting that the Office of Local Government (OLG) has recently made amendments to the Model Code of Conduct for Local Councils in NSW and the Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW. He said these amendments have come into immediate effect.

### **RESOLUTION 2020/143**

Moved: Cr Barbara Deans

Seconded: Cr Bill Fisher

- 1. That Council notes the contents of the report, specifically the changes brought about by the revised Model Codes of Conduct for Councillors and Staff.**
- 2. That Council formally adopts the following revised suite of documents developed by the Office of Local Government and as circulated to Councils in August 2020:**
  - (a) Model Code of Conduct for Councillors;**
  - (b) Model Code of Conduct for Staff;**

**(c) Procedures for the Administration of the Model Conduct of Conduct.****CARRIED****12.5 ECONOMIC DEVELOPMENT PROGRESS REPORT***i) Public Amenities – Design and Artwork*

Cr Churchill asked whether a report, with options, from the Technical Panel which is overseeing the design and artwork for the public amenities and surrounds will be brought back to Council for determination. In response, Council's Manager – Economic Development and Growth said that a short list of recommendations will be submitted to Council.

*ii) Christmas Party*

In conjunction with stakeholders, the date of the Christmas Street Party has been set for Saturday 12 December 2020 and it was decided to invite expressions of interest for management of the event, which close on 25 September 2020.

Discussion regarding whether to pursue this event due to restrictions of the Public Health Order in relation to the COVID-19 pandemic resulted in Council agreeing to continue planning and also look at feasible alternatives in the light of restrictions still being in place.

*ii) Inland Rail Project*

On a question of Cr Deans about the Interface Improvement Program – Round Two – the Manager Economic Development and Growth said that Council will submit an expression of interest to the Productivity Enhancement Program; the aim of which is to propose improvements between supply chains and Inland Rail leading to greater community resilience. The Meeting noted that three (3) options were being considered, with Option Three (3) representing the best choice.

**RESOLUTION 2020/144**

Moved: Cr Barbara Deans

Seconded: Cr Robert Thomas

- 1. That Council notes the contents of this report.**
- 2. That Council affirms the date of the Christmas Street Party to be Saturday 12 December 2020 and authorises staff to arrange for the closure of Castlereagh Street between Aberford and Tooloon Streets for this event.**
- 3. That Council notes the contents of the attached 'Lobbying of Councillors Policy' and follows the guidelines enshrined within this Policy; acknowledging the important governance principles of openness and transparency and being aware of its responsibility in appropriately managing the public perception.**
- 4. That Council requests the owners of the Castlereagh Regional Abattoir to furnish Council with a written update on where they are at with the development and starting of operations, in order for Council to acquire first-hand knowledge of the extent of the development and potential benefit to the community.**
- 5. That Council requests staff to organise a visit for Councillors to the**

**Castlereagh Regional Abattoir.**

6. That Council further requests staff to liaise with the owners and operators of the Castlereagh Regional Abattoir, the EPA and the NSW Food Authority regarding compliance and appropriate approvals required, and to be able to gather relevant information for official progress updates to Council.

**CARRIED****12.6 COMMUNITY SERVICE PROGRESS REPORT***Outback Arts Report*

Cr Deans referred to the projects and programs being undertaken by Outback Arts and shared with Council the Members Report for period June to August 2020, which provides a comprehensive outline of these activities.

**RESOLUTION 2020/145**

Moved: Cr Barbara Deans

Seconded: Cr Karen Churchill

**That Council notes the information contained in this report.**

**CARRIED****12.7 RANGER'S MONTHLY REPORT****RESOLUTION 2020/146**

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

**That Council notes the information in this report.**

**CARRIED****12.8 ENGINEERING SERVICES - WORKS IN PROGRESS***i) Identification of Water Losses*

Cr Deans referred to a previous report regarding this matter and asked whether staff has been able to identify the areas where significant water loss has been occurring. The Executive Leader – Infrastructure advised that Council investigations are continuing.

*ii) Shade Facility – Macdonald Park*

Cr Cullen referred to removal of the shade facility to make way for the Skate Bowl in Macdonald Park and said he understood it would be relocated in the park. In response, the Executive Leader – Corporate and Sustainability said that GHD is developing a masterplan incorporating the pool and park precinct and the location of a shade facility would be included.



*iii) Works on Warren Road*

Cr Deans referred to the increase in heavy vehicle movements on the Warren Road and asked when works would be undertaken. The Executive Leader Infrastructure said that funding under Fixing Country Roads Program and Roads of Significant Importance has been allocated following a joint application from Coonamble and Warren Shire Councils – with staff working towards commencing works as soon as is practicable.

*iv) Supplementary Report*

A supplementary report was handed out to Councillors; highlighting the difficulties experienced with flood damage to Council's road network, obtaining the necessary funding approvals from the State Government and executing the necessary remedial works in a planned and structured fashion with due risk related considerations. The General Manager and Executive Leader Infrastructure spoke to the report, further explaining the potential complications associated with the current situation and Council acting in good faith and in the best interest of the rural community trying to alleviate known problem areas to the best of its ability.

**RESOLUTION 2020/147**

Moved: Cr Barbara Deans

Seconded: Cr Pat Cullen

**That Council notes the information in the Works in Progress report and the supplementary report as was handed out at the Meeting.**

**CARRIED**

At this juncture, 11.12 am, the meeting adjourned for morning tea and resumed at 11.37 am.

**12.9 TRAFFIC COMMITTEE - COUNCIL ITEMS***i) Speed Sign – Quambone*

The Mayor requested the Executive Leader Infrastructure to investigate the possibility of having a mobile speed sign indicating a 50k zone located at Quambone for a period of time.

*ii) Community Consultation 40km Zone – Coonamble*

In response to a concern raised by Cr Deans, the Executive Leader Infrastructure said that as part of the process to introduce the proposed 40km speed zone, community consultation would take place.

**RESOLUTION 2020/148**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

- 1. That Council proceeds with the installation of a 40km zone as marked on the map accompanying this report, including a period of public consultation.**
- 2. That Council does not proceed with any u-turning areas for trucks on Carinda Road or any other local road; however, investigates the possibility of providing a parking bay on the Carinda Road.**

**CARRIED**

**12.10 RATES AND CHARGES COLLECTIONS - AUGUST 2020****RESOLUTION 2020/149**

Moved: Cr Bill Fisher

Seconded: Cr Pat Cullen

**That Council notes the information provided in the report.****CARRIED****12.11 STATUS OF INVESTMENTS - AUGUST 2020****RESOLUTION 2020/150**

Moved: Cr Pat Cullen

Seconded: Cr Barbara Deans

**That Council notes the list of investments as at 28 August 2020 and that these investments comply with section 625(2) of the *Local Government Act 1993*, Clause 212 of the *Local Government (General) Regulation 2005* and Council's Investment Policy.****CARRIED****12.12 URBAN SERVICES - WORKS IN PROGRESS***i) Report on Comparison Costings*

Cr Churchill requested that a report be prepared on a comparison of the costings for the installation of Crimsafe versus CCTV cameras at the saleyards amenities building, following the most recent vandalism.

**RESOLUTION 2020/151**

Moved: Cr Pat Cullen

Seconded: Cr Robert Thomas

**That Council notes the information in this report.****CARRIED****12.13 FINANCIAL REPORTS FOR YEAR ENDED 30/06/2020****RESOLUTION 2020/152**

Moved: Cr Karen Churchill

Seconded: Cr Barbara Deans

- 1. That the Mayor, Councillor Bill Fisher, the General Manager and Responsible Accounting Officer be authorised to sign the necessary Statement by Council on the Financial Reports for the year ended 30 June**

**2020.**

- 2. That Council's Financial Reports for the year ended 30 June 2020 be referred for audit.**

**CARRIED**

#### **12.14 QUARTERLY BUDGET REVIEW - JUNE 2020**

##### **RESOLUTION 2020/153**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

- 1. That Council approves the variations to votes as listed in the budget review documents circulated under separate cover.**
- 2. That Council notes, in the opinion of the Responsible Accounting Officer, Council is in a satisfactory financial position as of 30 June 2020.**
- 3. That Council notes the position of Council's estimated restricted (reserve) funds on 30 June 2020, as listed in the budget review documents circulated under separate cover.**

**CARRIED**

#### **12.15 WORKPLACE INJURY MANAGEMENT REPORT**

##### **RESOLUTION 2020/154**

Moved: Cr Barbara Deans

Seconded: Cr Bill Fisher

**That Council notes the contents of the Workplace Health and Safety report for the month of August 2020.**

**CARRIED**

#### **12.16 SALEYARDS REPORT**

##### *Improvements to Saleyards*

The Executive Leader Corporate and Sustainability informed the meeting that quotes have been invited to replace lighting at the rear of the yards and also to renew the kitchen in the Amenities Building. He said that capital funding opportunities are being sought, however, ongoing maintenance is being funded from the operational budget. He further said that the consideration of the September 2020 Quarterly Budget Review would be a good opportunity for Council to allocate funds for additional maintenance and works at this facility.

##### **RESOLUTION 2020/155**

Moved: Cr Karen Churchill

Seconded: Cr Barbara Deans

**That Council notes the information provided in this report.**

**CARRIED**

**13 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE/RESCISSION MOTIONS**

Nil.

**14 CONFIDENTIAL MATTERS**

**RESOLUTION 2020/156**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

**That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:**

**14.1 Closed (Public Excluded) Council Meeting of the Coonamble Shire Council - 12 August 2020**

**14.2 Consideration of Development Application 025/2018**

**This matter is considered to be confidential under Section 10A(2) - g of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with advice concerning litigation, or advice as comprises a discussion of this matter, that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.**

**CARRIED**

**14.1 CLOSED (PUBLIC EXCLUDED) COUNCIL MEETING OF THE COONAMBLE SHIRE COUNCIL - 12 AUGUST 2020**

The meeting noted that this section of Minutes of Closed (Public Excluded) Council Meeting held on 12 August 2020 were adopted in conjunction with the Confirmation of the Minutes under Item No 6.1.

**14.2 CONSIDERATION OF DEVELOPMENT APPLICATION 025/2018**

**RESOLUTION 2020/157**

Moved: Cr Robert Thomas

Seconded: Cr Pat Cullen

**1. That Council, based on specialised legal advice obtained, undertakes a 'notional' assessment of the Building Information Certificate (BIC) application received from Mr Robinson and if it is satisfied that the shed in question is structurally sound and the safety of occupants, neighbours and passers-by can be assured, issues a BIC for the shed.**

**2. That Council invites Mr Robinson to lodge a Development Application for the use of the shed in question and assesses, notifies and determines such application in the usual manner.**

In Favour: Crs Ahmad Karanouh, Karen Churchill, Pat Cullen, Barbara Deans, Bill Fisher and Robert Thomas

Against: Nil

**CARRIED 6/0**

**CARRIED UNANIMOUSLY**

**RESOLUTION 2020/158**

Moved: Cr Bill Fisher

Seconded: Cr Barbara Deans

**That Council moves out of Closed Council into Open Council.**

**CARRIED**

**RESOLUTION 2020/159**

Moved: Cr Robert Thomas

Seconded: Cr Pat Cullen

**That Council adopts in Open Council the resolution passed in Closed Session (Resolution 2020/158) as set out above.**

**CARRIED**

**15 CONCLUSION OF THE MEETING**

**The Meeting closed at 12.52 p.m.**

**The minutes of this meeting were confirmed at the Council held on 14 October 2020.**

.....  
**CHAIRPERSON**