

**MINUTES OF NARRABRI SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 27 AUGUST 2019 AT 1.00PM**

PRESENT: Cr Catherine Redding (Mayor), Cr Robert Kneale (Deputy Mayor), Cr Maxine Booby, Cr Ron Campbell, Cr Lloyd Finlay, Cr Ann Loder, Cr Annie McMahon, Cr Cameron Staines

IN ATTENDANCE: Stewart Todd (General Manager), Lindsay Mason (Director Corporate Services), Darren Raeck (Director Infrastructure Delivery), Daniel Boyce (Director Development & Economic Growth), Delece Hartnett (Administration)

Proceedings of the meeting commenced at 1.00pm.

1 OPENING PRAYER BY A MEMBER OF THE NARRABRI MINISTER'S FRATERNAL

Members and officers were upstanding for the opening prayer by Rev. Ralph Wood of Narrabri Anglican Church, in association with the Narrabri Ministers Fraternal.

2 ACKNOWLEDGEMENT OF COUNTRY

The Mayor acknowledged the Traditional Owners of the land on which the Council met, the Kamilaroi people, and paid her respects to Elders past and present.

3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES

As *vide* Minute No. 154/2019 from the July 2019 Ordinary Council Meeting, Cr Campey is on approved 'Leave of Absence' until 30 September 2019, which covers the August 2019 Ordinary Council Meeting.

4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

Nil.

5 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING

MINUTE 171/2019

Moved: Cr Robert Kneale Seconded: Cr Annie McMahon

The following matters will be considered in the Closed (Public Excluded) Meeting:

12.1 Corporate Air - Fees and Charges

12.2 Mayoral Minute - General Manager Annual Performance Review - period ending June 2019

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

6 PUBLIC FORUM AND PRESENTATIONS

Public Forum requests received to date:

- Nil.

Presentation requests received to date:

- Nil.

7 CONFIRMATION OF MINUTES

MINUTE 172/2019

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 23 July 2019 comprising Minute Nos 140/2019 to 170/2019 as circularised be confirmed and signed as a correct record by the Mayor.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

8 MAYORAL MINUTE

8.1 MAYORAL MINUTE - NARRABRI GAS PROJECT**MINUTE 173/2019**

Moved: Cr Catherine Redding

That the General Manager provide an update report to Council on the Narrabri Gas Project, Council's Submission(s) to the Narrabri Gas Project and the Proponent's Response to Submissions.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

8.2 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR JULY/AUGUST 2019**MINUTE 174/2019**

Moved: Cr Catherine Redding

That Council note the Mayoral Appointments for the period July/August 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

9 OUR SOCIETY**9.1 REPORT OF THE NARRABRI SHIRE CRIME PREVENTION ADVISORY COMMITTEE AND THE DRAFT NARRABRI SHIRE CRIME PREVENTION PLAN 2019-2023****MINUTE 175/2019**

Moved: Cr Ann Loder Seconded: Cr Annie McMahon

- 1. That Council adopt the minutes of the Narrabri Shire Crime Prevention Advisory Committee meeting held on Tuesday, 25 June 2019.**
- 2. That Council endorse the change of name from the Narrabri Shire Crime Prevention Plan 2019 – 2023 to the Narrabri Shire Community Safety and Crime Prevention Plan 2019 - 2023.**
- 3. That Council endorse the draft Narrabri Shire Community Safety and Crime Prevention Plan 2019 – 2023 for public exhibition for a minimum of 28 days.**
- 4. That Council place on exhibition the draft document for a period of at least 28 days, during the exhibition period call for and accept submissions from the public on the draft document.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

9.2 PUBLIC SAFETY CLOSED-CIRCUIT TELEVISION (CCTV) CAMERA POLICY**MINUTE 176/2019**

Moved: Cr Annie McMahon Seconded: Cr Maxine Booby

That Council endorse the draft Public Safety Closed-Circuit Television (CCTV) Camera Policy for public exhibition for a minimum of 28 days, during the exhibition period call for and accept submissions from the public on the draft Policy.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

9.3 DELEGATES REPORT - WEE WAA LOCAL HEALTH SERVICE ADVISORY COMMITTEE MEETING - 22 JULY 2019**MINUTE 177/2019**

Moved: Cr Maxine Booby Seconded: Cr Ann Loder

That Council note the Delegates Report from Cr Booby from the Wee Waa Local Area Health Service Advisory Committee Meeting held on Monday 22 July 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

10 OUR ENVIRONMENT**10.1 LEARDS FOREST PRECINCT ENVIRONMENTAL TRUST FUNDING APPLICATIONS - NOVEMBER 2018****MINUTE 178/2019**

Moved: Cr Lloyd Finlay Seconded: Cr Robert Kneale

That Council, pursuant to the provisions of section 356 of the Local Government Act 1993, grant financial assistance from the Environmental Grant Program to Fairfax Public School for the amount of \$22,500.63 and to Boggabri and District Historical Society/Men's Shed the amount of \$4,220.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

11 OUR ECONOMY

11.1 FEDERATION FARM SHARE FARMING AGREEMENT**MINUTE 179/2019**

Moved: Cr Lloyd Finlay Seconded: Cr Robert Kneale

That Council authorise the Mayor and General Manager to sign, under the common seal of Council, all necessary documentation pertaining to the Federation Farm Share Farming Agreement for the period from 1 January 2020 until 31 December 2024.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12 OUR CIVIC LEADERSHIP

12.1 REVIEW OF COMMUNITY GRANT POLICY**MINUTE 180/2019**

Moved: Cr Maxine Booby Seconded: Cr Lloyd Finlay

That Council endorse the draft/revised Community Grants Policy for public exhibition for a minimum of 28 days, during the exhibition period call for and accept submissions from the public on the draft Policy.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.2 RE-NAMING OF LAGOON BRIDGE, WEE WAA**MOTION**

Moved: Cr Maxine Booby Seconded: Cr Lloyd Finlay

That Council defer the decision for one month on item 11.2 – ‘Re-naming of Lagoon Bridge, Wee Waa’, to allow further research on the one (1) formal submission that was received during the public submission period.

In Favour: Crs Maxine Booby and Lloyd Finlay

Against: Crs Catherine Redding, Robert Kneale, Ron Campbell, Ann Loder, Annie McMahon and Cameron Staines

LOST 2/6

MINUTE 181/2019

Moved: Cr Ron Campbell Seconded: Cr Ann Loder

That Council having regard to public submission and comments, Council rescind its renaming proposal and leave the name of the Lagoon Bridge Wee Waa unchanged.

In Favour: Crs Catherine Redding, Robert Kneale, Ron Campbell, Lloyd Finlay, Ann Loder and Annie McMahon

Against: Crs Maxine Booby and Cameron Staines

CARRIED 6/2

12.3 REPORT OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE**MINUTE 182/2019**

Moved: Cr Cameron Staines Seconded: Cr Robert Kneale

That Council note the Minutes of the Audit, Risk and Improvement Committee meeting held on 17 July 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.4 ANNUAL SERVICE PLAN REPORT - JUNE 2019**MINUTE 183/2019**

Moved: Cr Lloyd Finlay Seconded: Cr Robert Kneale

That Council adopt the annual service plan report, as attached, detailing Council's progress in meeting its actions, capital works program and key performance measures for the 2018/19 financial year.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.5 DELIVERY PROGRAM 6 MONTHLY PROGRESS REPORT - JUNE 2019**MINUTE 184/2019**

Moved: Cr Ron Campbell Seconded: Cr Ann Loder

That Council adopt the Delivery Program 6 Monthly Progress Report, as attached, detailing Council's progress in meeting its objectives, strategies and measures up to the June 2019 period.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.6 SWIMMING POOL BARRIER INSPECTION PROGRAM**MINUTE 185/2019**

Moved: Cr Robert Kneale Seconded: Cr Ron Campbell

That Council adopt the Swimming Pool Barrier Inspection Program.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.7 AUSTRALIA DAY CITIZEN AWARDS**MINUTE 186/2019**

Moved: Cr Maxine Booby Seconded: Cr Lloyd Finlay

That Council adopt the proposed amendments to the current application guidelines for the Young Citizen of the Year being 25 years or younger on 26 January of the relevant year and Citizen of the Year being 26 years or over on 26 January of the relevant year.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Annie McMahon and Cameron Staines

Against: Cr Ann Loder

CARRIED 7/1

12.8 INVESTMENT REPORT - JULY 2019**MINUTE 187/2019**

Moved: Cr Ann Loder Seconded: Cr Robert Kneale

That Council note the Investment Report for July 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.9 DELEGATES REPORT - COUNTRY MAYORS ASSOCIATION MEETING - 2 AUGUST 2019**MINUTE 188/2019**

Moved: Cr Catherine Redding Seconded: Cr Annie McMahon

That Council note Mayor Reddings' Delegate Report from the Country Mayors Association Ordinary Meeting held in Sydney on Friday 2 August 2019.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

12.10 LG PROFESSIONALS NSW - COL MILLS MEMORIAL AWARD**MINUTE 189/2019**

Moved: Cr Maxine Booby Seconded: Cr Ron Campbell

That Council congratulate Miss Samantha Ratley in being:

- a. Awarded the LG Professionals NSW 2019 Col Mills Memorial Award; and**
- b. Awarded the LG Professionals Australia 2019 Raymond West Scholarship.**
- c. A Finalist in the LG Professionals Australia's National Emerging Leader of the Year Award.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

13 CONFIDENTIAL (CLOSED COUNCIL) MEETING**MINUTE 190/2019**

Moved: Cr Robert Kneale Seconded: Cr Maxine Booby

That at 2.40pm Council move into Closed (Public Excluded) Meeting of Council and that the press and members of the public be asked to leave the room whilst Council considers the following items:

13.1 Corporate Air - Fees and Charges

This matter is considered to be confidential under Section 10A(2) - (d)(i) 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 commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

13.2 Mayoral Minute - General Manager Annual Performance Review - period ending June 2019

This matter is considered to be confidential under Section 10A(2) - (a) 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 personnel matters concerning particular individuals (other than councillors).

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

13.1 CORPORATE AIR - FEES AND CHARGES**MINUTE 191/2019**

Moved: Cr Ron Campbell Seconded: Cr Annie McMahon

COUNCIL HAS TEMPORARILY WITHHELD POINTS (1) – (3) FOR THIS RESOLUTION under Section 10A(2) of the Local Government Act 1993, for the following reasons:

- (d) (ii) information that would, if disclosed, confer a commercial advantage on a competitor of the council
- (d) (iii) information that would, if disclosed, reveal a trade secret

- 4. That Council formally advise both Federal & State Members regarding Council's upcoming motion being presented to the LGNSW Annual Conference being held in October 2019, and request their strong support for more appropriate airport slots for the Narrabri/Sydney RPT Service.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Annie McMahon and Cameron Staines

Against: Cr Ann Loder

CARRIED 7/1

13.2 MAYORAL MINUTE - GENERAL MANAGER ANNUAL PERFORMANCE REVIEW - PERIOD ENDING JUNE 2019**MINUTE 192/2019**

Moved: Cr Ron Campbell Seconded: Cr Cameron Staines

That Council adopt the following recommendations in accordance with the Review Panel:

- 1. That the record of performance assessment as recorded in the General Manager's 2018/19 Performance Agreement Annual Review be submitted to Council to receive and note.**
- 2. That it be noted in the opinion of the Performance Review Panel, the General Manager, Stewart Todd, is performing at a level that is a 'Better Than Satisfactory' standard in terms of the rating scale within the Agreement, and his performance was assessed as being 'Better than Satisfactory' (a term used in the General Manager's Standard Contract).**
- 3. Note the report of the General Manager Performance Review Panel.**
- 4. Note the finding of the Panel on the General Manager's Annual Performance Review for the period ending 30 June 2019, in particular, the Panel's summary assessment:**
 - a. The Panel has noted a 'Better than Satisfactory' standard. The Panel notes that the General Manager has ensured that continual improvements are being seen. The Panel further noted the hard work being done and the General Manager's dedication for ensuring Narrabri Shire is at the forefront of service delivery, and our communities are given the opportunity to achieve their full potential.**
- 5. Note that the Panel is developing a Performance Agreement for 2019/20. The Panel is recommending that the Performance Agreement for 2019/20 be based on the new format as presented at the Meeting.**

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

MINUTE 193/2019

Moved: Cr Cameron Staines Seconded: Cr Annie McMahon

That at 3.27pm Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out aloud.

In Favour: Crs Catherine Redding, Robert Kneale, Maxine Booby, Ron Campbell, Lloyd Finlay, Ann Loder, Annie McMahon and Cameron Staines

Against: Nil

CARRIED 8/0

13 MEETING CLOSED

The Meeting closed at 3.28pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 24 September 2019.

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CHAIRPERSON