



**I hereby give notice that an Ordinary Meeting of Council will be held on:**

**Date: Tuesday, 24 March 2020**

**Time: 1.00pm**

**Location: Narrabri Shire Council Chambers  
46-48 Maitland Street  
Narrabri**

# **AGENDA**

## **Ordinary Council Meeting 24 March 2020**

**Stewart Todd  
GENERAL MANAGER**

**PUBLIC FORUM (held outside formal Council Meeting)**

The Council may hold a public forum prior to each Ordinary Meeting of the Council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting (listed on the Agenda).

Public forums may also be held prior to Extraordinary Council Meetings and meetings of committees of the Council.

Public forums are to be chaired by the mayor or their nominee.

**Request to Speak in the Public Forum**

To speak at a public forum, a person must first make an application to the Council in the approved form. Applications to speak at the public forum must be received by 5pm on the working day before the date on which the public forum is to be held and must identify the item of business on the agenda of the Council meeting the person wishes to speak on, and whether they wish to speak 'for' or 'against' the item.

Approved speakers at the public forum are to register with the Council any written, visual or audio material to be presented in support of their address to the Council, and to identify any equipment needs at 5pm on the working day before the Public Forum.

The General Manager or their delegate may refuse to allow such material to be presented.

A person may apply to speak on no more than 2 items of business on the agenda of the Council Meeting.

Legal representatives acting on behalf of others are not to be permitted to speak at a public forum unless they identify their status as a legal representative when applying to speak at the public forum.

The General Manager or their delegate may refuse an application to speak at a public forum.

No more than three (3) speakers are to be permitted to speak 'for' or 'against' each item of business on the agenda for the Council Meeting.

If more than the permitted number of speakers apply to speak 'for' or 'against' any item of business, the general manager or their delegate may, in consultation with the mayor or the mayor's nominated chairperson, increase the number of speakers permitted to speak on an item of business, where they are satisfied that it is necessary to do so to allow the council to hear a fuller range of views on the relevant item of business.

Each speaker will be allowed three (3) minutes to address the Council. This time is to be strictly enforced by the Chairperson.

The Chairperson of the meeting can grant one extension of up to a maximum of two (2) minutes, should further information, be considered to be important to the Council. This is solely at the discretion of the Chair.

Speakers at public forums must not digress from their nominated item on the agenda. If a speaker digresses to irrelevant matters, the Chairperson is to direct the speaker not to do so. If a speaker fails to observe a direction from the chairperson, the speaker will not be further heard.

A councillor (including the chairperson) may, through the chairperson, ask questions of a speaker following their address at a Public Forum. Questions put to a speaker must be direct, succinct and without argument. Debate will not be permitted by the speaker, Councillors or staff.

Speakers are under no obligation to answer a question. Answers by the speaker, to each question are to be limited to three (3) minutes.

Speakers at public forums cannot ask questions of the Council, Councillors or Council staff.

The general manager or their nominee may, with the concurrence of the chairperson, address the council for up to 5 minutes in response to an address to the council at a public forum after the address and any subsequent questions and answers have been finalised.

Where an address made at a public forum raises matters that require further consideration by council staff, the general manager may recommend that the council defer consideration of the matter pending the preparation of a further report on the matters.

The “*Request to Speak in Public Forum*”, at an Ordinary Council Meeting, can be obtained, from Council’s Administration Office, or by downloading it from Council’s website at:

<http://www.narrabri.nsw.gov.au/speaking-at-public-forum-1232.html>



### **USE OF MOBILE PHONES AND UNAUTHORISED RECORDING OF MEETINGS**

Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

(Clause 15.20 Code of Meeting Practice)

A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the Council.

(Clause 15.21 Code of Meeting Practice)

### **AUDIO RECORDING NOTICE**

Council advises that this Meeting will be recorded for the purpose of webcasting, and made available on the Internet. As such, all those present should refrain from making any defamatory statements. It is requested that Councillors within the duration of the Meeting, limit discussions to only the business on the agenda and what is permissible under our Code of Meeting Practice.

(Clause 5.2 Code of Meeting Practice)



Mayor  
Cr Cathy Redding



Deputy Mayor  
Cr Cameron Staines



Cr Maxine Booby



Cr Ron Campbell



Cr Ron Campey



Cr Lloyd Finlay



Cr Robert Kneale



Cr Ann Loder



Cr Annie McMahon



General Manager  
Mr Stewart Todd



Director  
Infrastructure  
Delivery  
Mr Darren Raeck



Director  
Corporate and Community  
Services  
Mr Lindsay Mason



Executive Manager  
Planning and  
Environment  
Mr Daniel Boyce





# Our Values



## INTEGRITY

Ensuring transparency and honesty in all our activities.



## LEADERSHIP

Providing guidance and direction to our community and our people.



## CUSTOMER FOCUS

Delivering prompt, courteous and helpful services and being responsive to the community's changing needs.



## ACCOUNTABILITY

Accepting our responsibility for the provision of quality services and information.



## RESPECT

Treating everyone with courtesy, dignity and fairness.



## EXCELLENCE

Being recognised for providing services, programs and information which consistently meet and exceeds standards.



# Our Strategic Direction

## OUR VISION:

A strong and vibrant regional growth centre providing a quality living environment for the entire Shire community.



### THEME 1: OUR SOCIETY

#### Strategic Direction 1: Safe, Inclusive and Connected Community

A safe, supportive community where everyone feels welcomed, valued and connected.



### THEME 2: OUR ENVIRONMENT

#### Strategic Direction 2: Environmentally Sustainable and Productive Shire

Maintaining an healthy balance between our natural and built environments.



### THEME 3: OUR ECONOMY

#### Strategic Direction 3: Progressive and Diverse Economy

A strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.



### THEME 4: OUR CIVIC LEADERSHIP

#### Strategic Direction 4: Collaborative and Proactive Leadership

Working pro-actively together to achieve our shared vision with strong strategic direction.

**AGENDA**

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<b>3</b>	<b>Apologies/Granting of Leave of Absences .....</b>	<b>9</b>
<b>4</b>	<b>Declaration of Pecuniary and Non- Pecuniary Interests .....</b>	<b>9</b>
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	Nil reports.	
<b>10</b>	<b>Our Environment.....</b>	<b>35</b>
10.1	Adoption of the Wee Waa Levee Risk Management Study and Plan .....	36
10.2	Narrabri Supplementary Flood Study.....	40
<b>11</b>	<b>Our Economy.....</b>	<b>43</b>
	Nil reports.	
<b>12</b>	<b>Our Civic Leadership .....</b>	<b>45</b>
12.1	Investment Report - February 2020 .....	46
12.2	Delegates Report - Country Mayors Association Meeting - 6 March 2020 .....	50
12.3	Delegates Report - Section 355 Gwabegar Hall Committee Meeting - held on Monday 24 February 2020 .....	59
12.4	Delegates Report - Maules Creek Coal Community Consultative Committee Meeting - 19 February 2020.....	61
12.5	Delegates Report - Wee Waa Local Health Service Advisory Committee Meeting - 24 February 2020.....	70
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12.7	Suspension of Alcohol Free Area - Narrabri AFL Carnival .....	81
12.8	Crown Reserve R1007048 - Eulah Creek Cemetery Trust Board - Appointment of Council Ex-Officio Board Member .....	83
<b>13</b>	<b>Confidential (Closed Council) Meeting .....</b>	<b>85</b>
	Nil reports.	
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**1 OPENING PRAYER BY A MEMBER OF THE NARRABRI MINISTER'S FRATERNAL**

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Members and officers are asked to be upstanding for the opening prayer.

**2 ACKNOWLEDGEMENT OF COUNTRY**

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I'd like to begin by acknowledging the Traditional Owners of country throughout Australia, and in particular the Gomeroi People of the Kamilaroi Nation, and recognise their continuing connection to land, waters and culture.

We pay our respects to their Elders past, present and emerging.

**3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES**

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**4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS**

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Councillors are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest, you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

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

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Extract from Council's Code of Meeting Practice:

**14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC**

Grounds on which meetings can be closed to the public

14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:

- (a) personnel matters concerning particular individuals (other than councillors),
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret,

- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

- 14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

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## **6 PRESENTATIONS**

Presentation requests received to date:

- Nil.

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## **7 CONFIRMATION OF MINUTES**

### **RECOMMENDATION**

That the minutes of the Ordinary Meeting of the Narrabri Shire Council held on 25 February 2020 comprising Minute Nos 001/2020 to 035/2020 as circularised be confirmed and signed as a correct record by the Mayor.

**MINUTES OF NARRABRI SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI  
ON TUESDAY, 25 FEBRUARY 2020 AT 1.13PM**

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

**IN ATTENDANCE:** Stewart Todd (General Manager), Darren Raeck (Director Infrastructure Delivery), Lindsay Mason (Director Corporate & Community Services), Daniel Boyce (Executive Manager Planning and Environment), Delece Hartnett (Minute Clerk)

Proceedings of the meeting commenced at 1.13pm.

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

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Members and officers were upstanding for the opening prayer by Rev Paul Cosier of Narrabri Uniting Church, in association with the Narrabri Ministers Fraternal.

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**2 ACKNOWLEDGEMENT OF COUNTRY**

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

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**3 APOLOGIES/GRANTING OF LEAVE OF ABSENCES**

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**MINUTE 001/2020**

Moved: Cr Ron Campey                      Seconded: Cr Lloyd Finlay

**That Council accept the apology received from Cr Loder.**

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

Against: Nil

**CARRIED 8/0**

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**4 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS**

---

Councillors are reminded of their obligation to declare their interest in any matters listed before them.

In considering your interest, you are reminded to include pecuniary, non-pecuniary and conflicts of interest as well as any other interest you perceive or may be perceived of you.

Councillors may declare an interest at the commencement of the meeting, or alternatively at any time during the meeting should any issue progress or arise that would warrant a declaration.

Councillors must state their reasons in declaring any type of interest.

COUNCILLOR	ITEM NUMBER	PECUNIARY/ NON-PECUNIARY	REASON
Cr Lloyd Finlay	Item 10.1 – Modification to Tarrawonga Coal Mine	Non-pecuniary	Lease country from Whitehaven Coal.
Cr Ron Campbell	Item 10.1 – Modification to Tarrawonga Coal Mine	Pecuniary	Business has a contract with Whitehaven Coal for waste needs.
Cr Lloyd Finlay	Item 12.11 – Notice of Rescission, Vickery Mine Extension	Non-pecuniary	Lease country from Whitehaven Coal.
Cr Ron Campbell	Item 12.11 – Notice of Rescission, Vickery Mine Extension	Pecuniary	Business has a contract with Whitehaven Coal for waste needs.
Cr Ron Campbell	Item 12.12 – Narrabri Gas Project - VPA	Pecuniary	Collection of waste products.

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

### MINUTE 002/2020

Moved: Cr Robert Kneale      Seconded: Cr Maxine Booby

**The Council consider the following matters in the Closed (Public Excluded) Meeting:**

- 13.1 Contract 2018-19/22 - Wee Waa & Boggabri Sewage Treatment Plant Upgrade and Narrabri Sewer Pump Station Improvement Works**
- 13.2 Land Acquisition Plan**

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

Against:      Nil

**CARRIED 8/0**

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**6 PRESENTATIONS**

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**MINUTE 003/2020**

Moved: Cr Catherine Redding Seconded: Cr Annie McMahon

**That Council defer the presentation by Mr Geoff Allen from Forsyths – presenting Council Financial Reports, until Agenda Item 12.4 - 2018/2019 Annual Financial Statements is dealt with.**

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

Against: Nil

**CARRIED 8/0**

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**7 CONFIRMATION OF MINUTES**

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**MINUTE 004/2020**

Moved: Cr Robert Kneale Seconded: Cr Lloyd Finlay

**That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 17 December 2019 comprising Minute Nos 284/2019 to 318/2019 as circularised be confirmed and signed as a correct record by the Mayor.**

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

Against: Nil

**CARRIED 8/0**

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**8 MAYORAL MINUTE**

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**8.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR DECEMBER 2019/JANUARY/FEBRUARY 2020****MINUTE 005/2020**

Moved: Cr Catherine Redding

**That Council note the Mayoral Appointments for the period December 2019 and January/February 2020.**

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

Against: Nil

**CARRIED 8/0**

**8.2 MAYORAL MINUTE - WAIVING OF SWIMMING POOL FEES - SEASON TICKET HOLDERS****MINUTE 006/2020**

Moved: Cr Catherine Redding

- 1. That Council note the Mayors application of Section 226 of the Local Government Act ('the Act') to provide pro rata refunds to eligible season passes as soon as payment details are received, commencing January 2020.**
- 2. That Council agree to cease providing a refund at 30 December 2020.**

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

Against: Nil

**CARRIED 8/0**

**8.3 MAYORAL MINUTE - PASSING OF FORMER STAFF MEMBER, DIRECTOR OF CORPORATE SERVICES, Mr PAUL WEARNE****MINUTE 007/2020**

Moved: Cr Catherine Redding

**That Council write a letter of condolence to the family of Mr Paul Wearne, thanking him for his service to Narrabri Shire Council during his time of employment.**

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

Against: Nil

**CARRIED 8/0**

**CHANGE TO STANDING ORDERS****MINUTE 008/2020**

Moved: Cr Cameron Staines      Seconded: Cr Ron Campey

**That Council bring forward Agenda Item 12.11 and that it be dealt with next.**

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

Against: Nil

**CARRIED 8/0**

Cr Campbell declared a pecuniary interest in relation to item 12.11, due to ownership of a business and that has a waste contract with Whitehaven Coal, and was not present at or in sight of the meeting during the consideration of the item.

At 1:25 pm, Cr Ron Campbell left the meeting.



Cr Finlay declared a pecuniary interest in relation to item 12.11, due to leasing country back from Whitehaven Coal, and was not present at or in sight of the meeting during the consideration of the item.

At 1:25 pm, Cr Lloyd Finlay left the meeting.

### 12.11 NOTICE OF RESCISSION - VICKERY MINE EXTENSION

#### MOTION

Moved: Cr Maxine Booby                      Seconded: Cr Annie McMahon

That the undermentioned motion adopted at the Council Meeting held on 17 December 2019:  
*"Minute 298/2019*

*That Council make a submission to the NSW Government and Independent Planning Commission objecting to the Vickery Extension Project on the basis that it is not in the public interest".*

be rescinded.

#### AMENDMENT

Moved: Cr Cameron Staines

1. That Council make a submission to the NSW Government and the Independent Planning Commission expressing its concerns with the Vickery Extension Project as per Item 10.3 Assessment of the Community Benefits associated with the proposed Vickery Coal Mine Extension Project and the associated report presented at the 2019 December Ordinary Meeting of Council.
2. That Council formally request Whitehaven to respond to Council's concerns on the Vickery Extension Project.
3. That Council Review its position on the Vickery Extension Project after all the concerns have been addressed by Whitehaven, as outlined in Council's most recent submissions.
4. That Council separate to Council's position on the Vickery Mine Extension; Council continue to pursue mediation (Minute No. 269/2019); and with regards to such mediation that it be undertaken by an Independent Mediator, not the State Government, to try and achieve an outcome that is in the public interest.

**THE AMENDMENT LAPSED DUE TO THE WANT OF A SECONDER**

**MINUTE 009/2020**

Moved: Cr Maxine Booby                      Seconded: Cr Annie McMahon

**That the undermentioned motion adopted at the Council Meeting held on 17 December 2019:  
“Minute 298/2019**

***That Council make a submission to the NSW Government and Independent Planning Commission objecting to the Vickery Extension Project on the basis that it is not in the public interest”.***

**be rescinded.**

In Favour:        Crs Catherine Redding, Maxine Booby, Ron Campey and Robert Kneale

Against:        Crs Cameron Staines and Annie McMahon

**CARRIED 4/2**

**MINUTE 010/2020**

Moved: Cr Maxine Booby                      Seconded: Cr Annie McMahon

1. That Council make a submission to the NSW Government and Independent Planning Commission objecting to the Vickery Extension Project on the basis that it is not in the public interest.
2. That Council include in the submission to the NSW Government and the Independent Planning Commission concerns with the Vickery Extension Project as per Item 10.3 Assessment of the Community Benefits associated with the proposed Vickery Coal Mine Extension Project and the associated report presented at the 2019 December Ordinary Meeting of Council.
3. That Council formally request Whitehaven to respond to Council’s concerns on the Vickery Extension Project.
4. That Council review its position on the Vickery Extension Project only after Council is satisfied that all the concerns have been addressed by Whitehaven, as outlined in Council’s most recent submissions.
5. Consistent with Council’s position on the Vickery Mine Extension; Council continue to pursue mediation (Minute No. 269/2019); and with regards to such mediation that it be undertaken by an Independent Mediator, not the State Government, to try and achieve an outcome that is in the public interest.

In Favour:        Crs Catherine Redding, Maxine Booby, Ron Campey and Robert Kneale

Against:        Crs Cameron Staines and Annie McMahon

**CARRIED 6/2**

**9        OUR SOCIETY**

At 1:35 pm, Cr Lloyd Finlay returned to the meeting.

At 1:35 pm, Cr Ron Campbell returned to the meeting.

At 1:35 pm, Cr Annie McMahon left the meeting.

At 1:38 pm, Cr Annie McMahon returned to the meeting.

**CHANGE TO STANDING ORDERS****MINUTE 011/2020**

Moved: Cr Catherine Redding      Seconded: Cr Cameron Staines

**That Council bring forward Agenda Item 12.4 and that it be dealt with next.**

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

Against:      Nil

**CARRIED 8/0**

**12.4      2018/2019 ANNUAL FINANCIAL STATEMENTS**

Council received a presentation from external auditors Forsyths; Mr Geoff Allen

**MINUTE 012/2020**

Moved: Cr Cameron Staines      Seconded: Cr Lloyd Finlay

**That Council note the 2018/2019 audited Annual Financial Statements.**

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

Against:      Nil

**CARRIED 8/0**

**9.1      2020 WESTERN DIVISION OF COUNCILS ANNUAL CONFERENCE****MOTION**

Moved: Cr Cameron Staines      Seconded: Cr Robert Kneale

**That Council:**

1.      **Determine Councillor attendance at the Broken Hill 2020 Western Division of Councils Annual Conference to be held between 18 – 20 March 2020.**
2.      **Determine Cr Campbell, Cr McMahon and Cr Staines attend as Council delegates to the Western Division of Councils Annual Conference to be held at Broken Hill between 18 – 20 March 2020.**

**AMENDMENT**

Moved: Cr Robert Kneale                      Seconded: Cr Maxine Booby

- 1. That Council determine Councillor attendance at the Broken Hill 2020 Western Division of Councils Annual Conference to be held between 18 – 20 March 2020.**
- 2. That Council determine to send one (1) Staff member and two (2) Councillors as delegates to the Western Division of Councils Annual Conference to be held at Broken Hill between 18 – 20 March 2020.**

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

Against:        Crs Ron Campbell and Annie McMahon

**CARRIED 6/2**

**THE AMENDMENT THEN BECAME THE MOTION****MINUTE 013/2020**

Moved: Cr Robert Kneale                      Seconded: Cr Maxine Booby

- 1. That Council determine Councillor attendance at the Broken Hill 2020 Western Division of Councils Annual Conference to be held between 18 – 20 March 2020.**
- 2. That Council determine to send one (1) Staff member and two (2) Councillors as delegates to the Western Division of Councils Annual Conference to be held at Broken Hill between 18 – 20 March 2020.**

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

Against:        Crs Ron Campbell and Annie McMahon

**CARRIED 6/2**

**MINUTE 014/2020**

Moved: Cr Annie McMahon                      Seconded: Cr Cameron Staines

**That Council determine Cr Redding and Cr McMahon attend as Council delegates to the Western Division of Councils Annual Conference to be held at Broken Hill between 18 – 20 March 2020, and that in the event the Mayor is unable to attend the conference, that the Deputy Mayor attend as a suitable attendee.**

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

Against:        Crs Ron Campbell and Ron Campey

**CARRIED 6/2**

**9.2 GRANT ACTIVITY REPORT - 1 JULY 2019 TO 31 DECEMBER 2019****MINUTE 015/2020**

Moved: Cr Maxine Booby                      Seconded: Cr Lloyd Finlay

**That Council note the grant activity report for the period 1 July 2019 to 31 December 2019.**

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

Against:        Nil

**CARRIED 8/0**

**9.3 SUPPLY OF WATER TO NARRABRI GOLF CLUB DUE TO FAILED BORE****MINUTE 016/2020**

Moved: Cr Ron Campbell                      Seconded: Cr Maxine Booby

**That Council provide emergency water use to the Narrabri Golf at the Narrabri Usage Charge Rate, waiving the associated Bulk Water fees during the emergency period.**

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

Against:        Nil

**CARRIED 8/0**

**9.4 NORTHERN INLAND ACADEMY OF SPORT (NIAS) PARTNERSHIP PROPOSAL 2020 - REQUEST FOR COUNCIL SUPPORT****MINUTE 017/2020**

Moved: Cr Cameron Staines                      Seconded: Cr Annie McMahon

**That Council review the proposal supplied by Northern Inland Academy of Sport (NIAS) and the availability of Council funding in the amount of \$2,000.00 plus GST and determine a course of action.**

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

Against:        Nil

**CARRIED 8/0**

At 2:29 pm, Cr Maxine Booby left the meeting.

Cr Finlay declared a pecuniary interest in relation to item 10.1, due to leasing country back from Whitehaven Coal, and was not present at or in sight of the meeting during the consideration of the item.

At 2:29 pm, Cr Lloyd Finlay left the meeting.

Cr Campbell declared a pecuniary interest in relation to item 10.1, due to ownership of a business and that has a waste contract with Whitehaven Coal, and was not present at or in sight of the meeting during the consideration of the item.

At 2:29 pm, Cr Ron Campbell left the meeting.

At 2:30 pm, Cr Maxine Booby returned to the meeting.

## **10 OUR ENVIRONMENT**

### **10.1 MODIFICATION TO TARRAWONGA COAL MINE**

#### **MINUTE 018/2020**

Moved: Cr Ron Campey                      Seconded: Cr Cameron Staines

- 1. That Council write to Whitehaven and seek clarifications to the matters listed in the draft correspondence attached to the report (Attachment 2).**
- 2. That Council include within Council's submission, that Whitehaven Coal make a concerted effort to engage local tradespeople/contractors, material and resource providers and employees during modification period.**

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

Against:        Nil

**CARRIED 6/0**

At 2:40 pm, Cr Ron Campbell returned to the meeting.

At 2:40 pm, Cr Lloyd Finlay returned to the meeting.

## **11 OUR ECONOMY**

### **11.1 DRAFT LOCAL STRATEGIC PLANNING STATEMENT AND GROWTH MANAGEMENT STRATEGY**

#### **MINUTE 019/2020**

Moved: Cr Cameron Staines                      Seconded: Cr Maxine Booby

- 1. That Council place the draft Narrabri Local Strategic Planning Statement on public exhibition for a minimum period of 28 days and in accordance with the Community Participation Plan.**
- 2. That Council place the draft Growth Management Strategy on public exhibition for a minimum period of 28 days and in accordance with the Community Participation Plan.**
- 3. That Council receive a further report following public exhibition of the draft Narrabri Local Strategic Planning Statement and draft Growth Management Strategy.**

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

Against:        Nil

**CARRIED 8/0**



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**12 OUR CIVIC LEADERSHIP**

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**12.1 OPERATIONAL AND SERVICE PLAN QUARTERLY REPORT - DECEMBER 2019****MINUTE 020/2020**

Moved: Cr Cameron Staines                      Seconded: Cr Ron Campbell

**That Council adopt the December 2019 Quarterly Operational and Service Plan Report, as attached, detailing Council's progress in meeting its actions, capital works and key performance measures.**

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

Against:        Nil

**CARRIED 8/0**

**12.2 DELIVERY PROGRAM 6 MONTHLY PROGRESS REPORT - DECEMBER 2019****MINUTE 021/2020**

Moved: Cr Ron Campey                      Seconded: Cr Maxine Booby

**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 December 2019 period.**

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

Against:        Nil

**CARRIED 8/0**

**12.3 QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2019****MINUTE 022/2020**

Moved: Cr Ron Campbell                      Seconded: Cr Maxine Booby

**That Council adopt the Quarterly Budget Review Statement for the period ended 31 December 2019 as the revised Budget estimates for the year ended 30 June 2020 and the Operational Plan and Capital Works Plan be amended accordingly.**

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

Against:        Nil

**CARRIED 8/0**

**12.5 INVESTMENT REPORT - DECEMBER 2019****MINUTE 023/2020**

Moved: Cr Ron Campbell                      Seconded: Cr Maxine Booby

**That Council note the Investment Report for December 2019.**

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

Against:        Nil

**CARRIED 8/0**

**12.6 INVESTMENT REPORT - JANUARY 2020****MINUTE 024/2020**

Moved: Cr Ron Campey                      Seconded: Cr Robert Kneale

**That Council note the Investment Report for January 2020.**

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

Against:        Nil

**CARRIED 8/0**

**SUSPENSION OF STANDING ORDERS****MINUTE 025/2020**

Moved: Cr Catherine Redding                      Seconded: Cr Ron Campey

**That Council suspend standing orders for a break at 3.06pm.**

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

Against:        Nil

**CARRIED 8/0**

## RESUMPTION OF STANDING ORDERS

## MINUTE 026/2020

Moved: Cr Ron Campey                      Seconded: Cr Ron Campbell

**That Council resume standing orders at 3.33pm.**

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

Against:        Nil

**CARRIED 8/0**

## 12.7 FRAUD AND CORRUPTION POLICY

## MINUTE 027/2020

Moved: Cr Maxine Booby                      Seconded: Cr Lloyd Finlay

**That Council adopt the Fraud and Corruption Policy.**

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

Against:        Nil

**CARRIED 8/0**

## 12.8 RENEWAL OF ALCOHOL FREE ZONES

## MINUTE 028/2020

Moved: Cr Robert Kneale                      Seconded: Cr Ron Campey

**That Council initiate a public consultation process in accordance with Section 644A of the Local Government Act 1993, to re-establish the following Alcohol-Free Zones up until 1 July 2023.**

**Alcohol Free Zones (Narrabri CBD and surrounds) to include all the public roads and public car-parks within the area described by the following streets:**

- Tibbereena Street        -        from Fitzroy Street to Killarney Street
- Maitland Street        -        from 100m south of RSL Club to Killarney Street
- Barwan Street        -        from Fitzroy Street to Killarney Street
- Fitzroy Street        -        from Tibbereena Street to Barwan Street
- Denison Street        -        from Tibbereena Street to Barwan Street
- Bowen Street        -        from Tibbereena Street to Barwan Street
- Dewhurst Street        -        from Tibbereena Street to Barwan Street
- Doyle Street        -        from Tibbereena Street to Barwan Street
- Lloyd Street        -        from Tibbereena Street to Barwan Street
- Killarney Street        -        from Tibbereena Street to Barwan Street
- Violet Street        -        from Tibbereena Street to Gibbons Street
- Gibbons Street        -        from Violet Street to Grace Street
- Selina Street        -        from the Newell Highway to the railway line

- Cameron Street - from the Newell Highway to Narrabri Hospital
- Buri Street - from Mooloolbar Street to Goobar Street
- Goobar Street - from Buri Street to Burigal Street
- Narrabri Airport - Public Car Park and Airport Terminal

Alcohol Free Zones (Boggabri CBD and surrounds) to include all the public roads and public car parks within the area described by the following streets;

- Wee Waa Street - from Dalton Street to Caxton Street
- Merton Street - from Dalton Street to Caxton Street
- Laidlaw Street - from Dalton Street to Caxton Street
- Lynn Street - from Dalton Street to Caxton Street
- Caxton Street - from Wee Waa Street to Lynn Street
- Brent Street - from Wee Waa Street to Lynn Street
- Dalton Street - from Wee Waa Street to Lynn Street

Alcohol Free Zones (Wee Waa CBD and surrounds) to include all the public roads and public car parks within the area described by the following streets;

- Cowper Street - from Warrior Street to Rivers Street
- Rose Street - from Warrior Street to Rivers Street
- Alma Street - from Warrior Street to Rivers Street
- Rivers Street - from Cowper Street to Alma Street
- Nelson Street - from Cowper Street to Alma Street
- George Street - from Cowper Street to Alma Street
- Church Street - from Cowper Street to Alma Street
- Charles Street - from Cowper Street to Alma Street
- Warrior Street - from Cowper Street to Alma Street

And further that the results of the public consultation process are to be reported to a future Ordinary Meeting of Council.

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

Against: Nil

**CARRIED 8/0**

**12.9 ACCEPTANCE OF TENDERS UNDER DELEGATION - DECEMBER 2019****MINUTE 029/2020**

Moved: Cr Robert Kneale                      Seconded: Cr Ron Campey

**That Council note that there was no determination of tenders under delegation for the period between 1 October 2019 and 31 December 2019.**

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

Against:        Nil

**CARRIED 8/0**

**12.10 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE****MINUTE 030/2020**

Moved: Cr Cameron Staines                      Seconded: Cr Ron Campey

**That Council note the Minutes of the Audit, Risk and Improvement Committee meeting held on 18 December 2019.**

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

Against:        Nil

**CARRIED 8/0**

Cr Campbell declared a pecuniary interest in relation to item 12.12, due to business having a contract with Whitehaven Coal for waste needs, and was not present at or in sight of the meeting during the consideration of the item.

At 3:34 pm, Cr Ron Campbell left the meeting.

**12.12 NARRABRI GAS PROJECT - VOLUNTARY PLANNING AGREEMENT****MINUTE 031/2020**

Moved: Cr Maxine Booby                      Seconded: Cr Lloyd Finlay

- 1. That Council agree in principle to the terms of the Voluntary Planning Agreement offered by Santos NSW (Eastern) Pty Ltd in the total amount of \$14.5 million, comprising the following:**
  - a. \$13 million - Contribution amounts.**
  - b. \$1.5 million – Road Maintenance Agreement.**
- 2. That Council formally advise Santos of its decision on the matter.**
- 3. That Council formally advise the Department of Planning, Industry and Environment of its decision on the matter.**

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

Against:        Nil

**CARRIED 7/0**

At 3:50 pm, Cr Ron Campbell returned to the meeting.



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**13 CONFIDENTIAL (CLOSED COUNCIL) MEETING**

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**MINUTE 032/2020**

Moved: Cr Maxine Booby      Seconded: Cr Lloyd Finlay

That at 3.50pm 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 Contract 2018-19/22 - Wee Waa & Boggabri Sewage Treatment Plant Upgrade and Narrabri Sewer Pump Station Improvement Works**

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 Land Acquisition Plan**

This matter is considered to be confidential under Section 10A(2) - (c) and (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 information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

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

Against:      Nil

**CARRIED 8/0**

**13.1 CONTRACT 2018-19/22 - WEE WAA & BOGGABRI SEWAGE TREATMENT PLANT UPGRADE AND NARRABRI SEWER PUMP STATION IMPROVEMENT WORKS****MINUTE 033/2020**

Moved: Cr Maxine Booby                      Seconded: Cr Ron Campey

1. That Council Note that after assessing the tenders submitted (in accordance with the criteria specified in the tender documents) and having regard to all the circumstances, the Tender Panel recommends that Council accept the tender from Gongues Constructions Pty Ltd in the GST exclusive amount of \$12,164,000.00 for Wee Waa and Boggabri STP upgrades and Narrabri Sewer Pump Station Improvement Works for Contract No. 2018-19/22.
2. That Council accept the tender from Gongues Constructions Pty Ltd in the GST exclusive amount of \$12,164,000.00 for Contract No. 2018-19/22, – Wee Waa and Boggabri STP Upgrades Narrabri Sewer Pump Station Improvement Works and authorise the General Manager to sign the Letter of Acceptance and Formal Instrument of Agreement under Delegation.
3. That Council accept the tender from Gongues Constructions Pty Ltd in the GST exclusive amount of \$12,164,000.00 for Contract No. 2018-19/22, – Wee Waa and Boggabri STP upgrades and Narrabri Sewer Pump Station Improvement Works and authorise the Director Infrastructure Delivery to sign the contract documents under Delegation.

**COUNCIL HAS TEMPORARILY WITHHELD RESOLUTIONS 4 & 5 FOR THIS MATTER under Section 10A(2) of the Local Government Act 1993, for the following reasons:**

- (c) *information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,*
- (d) *commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it,*
  - (ii) *confer a commercial advantage on a competitor of the council*

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

Against:                      Nil

**CARRIED 8/0**

**13.2 LAND ACQUISITION PLAN****MINUTE 034/2020**

Moved: Cr Cameron Staines      Seconded: Cr Ron Campbell

**That Council request the General Manager to develop a Land Acquisition Plan and present same to a future meeting of Council.**

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

Against:      Nil

**CARRIED 8/0**

**MINUTE 035/2020**

Moved: Cr Maxine Booby      Seconded: Cr Cameron Staines

**That at 4.03pm 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, Cameron Staines, Maxine Booby, Ron Campbell, Ron Campey, Lloyd Finlay, Robert Kneale and Annie McMahon

Against:      Nil

**CARRIED 8/0**

**14 MEETING CLOSED**

The Meeting closed at 4.06pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting to be held on 24 March 2020.

.....  
**CHAIRPERSON**

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**8 MAYORAL MINUTE**

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**8.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR FEBRUARY/MARCH 2020**

**Responsible Officer:** Catherine Redding, Mayor

**Author:** Delece Hartnett, Personal Assistant to GM & Mayor

**Attachments:** Nil

**RECOMMENDATION**

**That Council note the Mayoral Appointments for the period February/March 2020.**

**MAYORAL MINUTE**

For the information of Councillors, I provide details of my Mayoral appointments and attendances between the dates (onwards from last Council Meeting) as follows:

**Friday 14 February 2020**

- Attended meeting with Santos representatives to discuss the VPA for the proposed Gas Project, with the General Manager also in attendance.

**Monday 17 February 2020**

- Meeting with Mrs Jo Bell from Boggabri, with the Deputy Mayor Cr Staines and General Manager also in attendance.

**Tuesday 18 February 2020**

- Hosted meeting/working lunch with Sam Farraway MP MLC who was touring Northern NSW, and visiting sites within the Narrabri Shire. Included a tour of the proposed N2IP Site with Council Executive staff, and Mr Farraway also visited Community Groups within Boggabri, Narrabri and Wee Waa and made funding announcements whilst within the Narrabri Shire.
- Attended dinner with Mr Farraway and others that evening.

**Wednesday 19 February 2020**

- Attended Seniors Week Festival Luncheon and Awards Function at the Narrabri RSL Club, and welcomed over 200 Senior residents to the Council organised event.

**Friday 21 February 2020**

- Attended and welcomed attendees to the ROSI (Roads of Strategic Importance) that was organised by the NSW Department of Transport, discussing freight strategies on the Kamilaroi/Newell Highways to Toowoomba. This was held at The Crossing Theatre, hosting neighbouring Councils, the Hon. Mark Coulton MP, relevant Department of Infrastructure, Transport, Regional Development and Communications representatives as well as the Deputy Mayor Cr Staines and a number of Council staff also in attendance.

**Monday 24 February 2020**

- Attended and hosted the Lillian Hulbert Memorial Prize Award Ceremony/morning tea at Council with all candidates, their families and the organising Committee members also in attendance.

**Tuesday 25 February 2020**

- Attended February 2020 Ordinary Council Meeting with Councillors and Staff also in attendance.
- Attended Narrabri Dementia Friendly Community Committee Meeting at HealthWise, Barwan Street, Narrabri.

**Thursday 27 February 2020**

- Attended the evening public consultation session for the 'Destination Management Plan' that was held at The Crossing Theatre for interested community members.

**Monday 2 March 2020**

- Undertook Prime 7 media interview to discuss Council's Destination Management Plan public consultation sessions.
- Invited to and attended the Wee Waa High School Robotics 'Bush Bots' 2020 evening launch and BBQ.

**Tuesday 3 March 2020**

- Attended March 2020 Councillor Briefing/Workshop Day with Councillors and executive staff.

**Wednesday 4 March 2020**

- Attended Small Business Connect breakfast Drought Support Networking Event held at the Narrabri RSL Club, for Shire Small Business owners, organised by NORTEC.

**Thursday 5 March 2020**

- Travel to Sydney to attend meeting on Friday.
- Attended the evening forum session hosted by LGNSW for the National Redress Scheme for survivors of institutional child sexual abuse at Parliament House, Sydney.

**Friday 6 March 2020**

- Attended Country Mayors Association Quarterly Meeting at NSW Parliament House, with General Manager also in attendance as well.
- Attended Murray Darling Basin meeting with Country Mayors attendees, at the conclusion of the CMA March meeting.

**Tuesday 10 March 2020**

- Attended Narrabri Chamber of Commerce March meeting held at the Narrabri Bowling Club.

**Wednesday 11 March 2020**

- Attended Council Access & Inclusion Advisory Committee Meeting, with Deputy Mayor Cr Staines.

**Thursday 12 March 2020**

- Attended Council Crime Prevention Advisory Committee Meeting, with Deputy Mayor Cr Staines.

**Friday 13 March 2020**

- Hosted and attended the Mayoral Reception for the Narrabri Rotary Club Friendship Exchange with the visiting German Rotarians, held at The Crossing Theatre.

**Saturday 14 March 2020**

- Invited to and attended the first Narrabri Rugby Club game of the 2020 season.

**Monday 16 March 2020**

- Met with Member for Barwon Roy Butler to discuss Special Activation Precinct opportunities for Narrabri Shire, with the General Manager also in attendance.

## 9 OUR SOCIETY



### THEME 1: OUR SOCIETY

#### STRATEGIC DIRECTION 1: SAFE, INCLUSIVE AND CONNECTED COMMUNITY

*By 2027, we will provide a safe, supportive community where everyone feels welcomes, valued and connected.*

#### COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several social priority areas to be actioned over the 2017 - 2018 financial year.

#### COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Community development
- Community health and safety
- Community arts, events and entertainment
- Community care services and transport
- Parks, open spaces and sporting facilities
- Children, youth and aged care services
- Disability access services
- Library services

#### COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following social strategic outcomes:

- Increased community arts, events and entertainment
- Reduction in anti-social behaviour and public offences
- Improved community accessibility and inclusiveness
- Improved sport and recreational services and facilities
- Improved educational services and learning pathways
- Improved community health and support services

NIL REPORTS.



**10 OUR ENVIRONMENT****THEME 2: OUR ENVIRONMENT****STRATEGIC DIRECTION 2: ENVIRONMENTALLY SUSTAINABLE AND PRODUCTIVE SHIRE**

*By 2027, we will maintain a healthy balance between our natural and built environments.*

**COMMUNITY ENGAGEMENT**

Through extensive community engagement, the Narrabri Shire community identified several environmental priority areas to be actioned over the 2017 - 2018 financial year.

**COMMUNITY SERVICES**

Current services provided within the Narrabri Shire community include:

- Waste management and recycling
- Environmental planning
- Planning and development
- Parks and open spaces
- Noxious weeds control
- Floodplain management
- Water and sewer management
- Stormwater management

**COMMUNITY OUTCOMES**




In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following environmental strategic outcomes:

- Improved air, water and soil quality
- Reduction in domestic and industry waste
- Management of potential impacts from extractive industries
- Improved emergency service provision and resources
- Maintenance of heritage sites for future generation

**10.1 ADOPTION OF THE WEE WAA LEVEE RISK MANAGEMENT STUDY AND PLAN**

**Responsible Officer:** Daniel Boyce, Executive Manager Planning and Environment

**Author:** Cara Stoltenberg, Town Planner

- Attachments:**
1. Wee Waa Levee Risk Management Study and Plan December 2019 Volume 1 Rev 1.4 (under separate cover) 
  2. Wee Waa Levee Risk Management Study and Plan December 2019 Volume 2 Figures Rev 1.4 (under separate cover) 
  3. 12 February 2020 Flood Committee Meeting Minutes (under separate cover) 

**DELIVERY PROGRAM ALIGNMENT****2 Environment**

**Objective** 2.2 We will protect our environment through sustainable planning and well-resourced emergency services

**Strategy** 2.2.1 Community emergency service providers are well resourced to adequately prepare and respond to natural disasters and emergencies

**EXECUTIVE SUMMARY**

Council's appointed consultants Lyall and Associates have now finalised a Floodplain Risk Management Study and Plan for the Wee Waa Levee. The Wee Waa Levee Risk Management Study and Plan ("**the Study and Plan**") has been discussed at several separate meetings of both the Narrabri Shire Floodplain Risk Management Committee ("**the Flood Committee**") and the Narrabri Shire Council ("**Council**").

Following resolution 210/2019 the draft Study and Plan was publicly exhibited for a period of twenty-eight days between 8 October 2019 and 5 November 2019. During the public exhibition period one (1) submission was received from the NSW Department of Planning, Industry and Environment via email on 3 October 2019. The Department's comments were fundamentally to do with changing reference throughout the document to reflect the Department's new name, which the consultant has now done.

The Study and Plan can now be formally adopted.

**RECOMMENDATION**

1. That Council note the Minutes of the Narrabri Shire Floodplain Risk Management Committee meeting held on 12 February 2020 and their recommendation to adopt the final version of the Wee Waa Levee Risk Management Plan and Study dated December 2019 and completed by Lyall and Associates.
2. That Council adopt the final version of the Wee Waa Levee Risk Management Plan and Study dated December 2019.

**BACKGROUND**

The NSW Government's Flood Policy is directed at providing solutions to existing flooding problems in developed areas and ensuring that new developments are compatible with the flood hazard and

do not create additional flooding problems in other areas. Under the Policy, the management of flood prone land remains the responsibility of local government. To facilitate this, the NSW Government has published the “Floodplain Development Manual: The Management of Flood Liable Land” April 2005 (**“the Manual”**), which includes best practice guidance on (amongst other things) the floodplain management process (Figure 1).

In relation to Wee Waa, Council completed the Data Collection and Flood Study stages in March 2015 and engaged Lyall and Associates to complete the Floodplain Risk Management Study and Plan stages in August 2016. Lyall and Associates have recently provided Council with the draft Wee Waa Levee Risk Management Study and Plan (**“the draft Study and Plan”**)

1. Data Collection	Compiles and reviews all available information and data.
2. Flood Study	Determines the nature and extent of the flood problem for the full range of flood events.
3. Floodplain Risk Management Study	Evaluates management options for the floodplain with respect to both existing and future development.
4. Floodplain Risk Management Plan	Involves formal adoption by Council of a plan of management for the floodplain.
5. Implementation of the Plan	<ul style="list-style-type: none"> <li>• Involves construction of flood mitigation works, where viable, to protect existing development.</li> <li>• Uses planning controls to ensure that future development is compatible with flood hazards.</li> </ul>
6. Review of Plan	Review of plan to ensure it remains current and appropriate. A review is normally carried out after 10 years.

*Figure 1. The Floodplain Management Process.*

The draft Study and Plan was discussed at two (2) separate meetings of the Flood Committee held on 15 March 2019 and 30 July 2019.

The draft Study and Plan found that the original height of the levee was based on the 1971 flood plus 1m and that the levee did not achieve a 1m freeboard in the 1% Annual Exceedance Probability (**“AEP”**) flood event.

The draft Study and Plan went on to recommend that any further residential development within the town of Wee Waa should not be supported until such time as the levee is upgraded to achieve a 1m freeboard in the 1% AEP flood event.

At both meetings the Flood Committee expressed caution at supporting the above recommendation in the draft Study and Plan as it could have the potential to stifle future residential development in Wee Waa whilst the levee is being upgraded.

At the March 2019 meeting, the Flood Committee did not endorse the draft Study and Plan due to concerns regarding the potential negative impacts of the recommended planning controls.

The Flood Committee requested Council seek an independent peer review of the draft Study and Plan to:

1. Determine the most appropriate freeboard for the levee; and

2. Investigate alternative interim policy positions in relation to future development within the Wee Waa Levee prior to it being upgraded.

On 4 April 2019 GCA Engineering Solution's provided an alternative approach to the required freeboard proposed for the levee, attached to this report. Lyall and Associates responded on 18 June 2019 (attached) explaining the methodology they had used. Consultation was undertaken with the Department of Planning, Industry and Environment who endorsed Lyall and Associates methodology as it adhered to approved guidelines and current standards of practice in floodplain risk management.

On 29 July 2019 GCA Engineering Solutions developed an interim policy position to guide the assessment of development applications received by Council while the levee upgrade is investigated (Attachment 7).

At the July meeting the Flood Committee recommended:

1. That Lyall and Associates' freeboard option was the most appropriate given that it is based on the methodology used by the NSW Public Works and the NSW Department of Planning, Industry and Environment, and that it would allow for Council to continue to apply for funding through the NSW Government's floodplain management grants.
2. To support the alternative policy for residential development proposed by GCA Engineering Solutions.
3. That the draft Study and Plan be adopted for the purposes of public exhibition, with the exception of some of the 'Measures' (planning controls) recommended in the Draft Plan.

Discussions were held between Council's Planning staff and the consultant, Lyall and Associates regarding the wording of the recommended planning controls. It was agreed that the language of the recommendations be amended to include the word "consider" rather than imply that the recommendation be implemented by the adoption of the Study and Plan.

The amended Draft was considered by Council at their 24 September 2019 meeting. Following resolution 210/2019 the draft Study and Plan was publicly exhibited for a period of twenty-eight days between 8 October 2019 and 5 November 2019.

## CURRENT SITUATION

During the public exhibition period one (1) submission was received from the NSW Department of Planning, Industry and Environment via email on 3 October 2019. The Department's comments were fundamentally to do with changing reference throughout the document to reflect the Department's new name, which the consultant has now done. The Department further advised that the recommendation to rezone the R5 large Lot residential area to the south east of Wee Waa can potentially create issues with the owners of the subject land. The submission concluded that instead of downzoning, consideration could be given to ensuring any potential lot configuration / sizing during subdivision within the subject R5 area is compatible with the flood risk through appropriate development controls. This advice has been noted and is to be included in any future strategic land use investigations for the area.

Two (2) community consultation sessions were held in Wee Waa to discuss the draft Study and Plan. The first was held in Wee Waa on 16 October 2019 and attended by Mr Daniel Boyce, Executive Manager Planning and Environment, for the Wee Waa Business Chamber Members. The feedback from this meeting was to continue ahead with the project to increase the height of the levee to achieve a 1m freeboard in the 1% AEP flood event.

The second meeting was held at the Wee Waa Bowling Club on 18 December 2019 and attended by; Mr Daniel Boyce, Executive Manager Planning and Environment, Mrs Cara Stoltenberg, Strategic and Major Projects Planner, Mr Scott Button, Principal Lyall and Associates, and five members of the Wee Waa Community who nominated to attend a Community Consultation session. The feedback from this meeting was also to continue ahead with the project to increase the height of the levee to achieve a 1m freeboard in the 1% AEP flood event.

The Draft Study and Plan completed by Lyall and Associates and dated December 2019 (rev 1.4) can now be formally adopted by Council.

### **FINANCIAL IMPLICATIONS**

The current total project cost is \$121,770 (ex GST). Council was successful in receiving a Floodplain Management Grant from the Department of Planning, Industry and Environment at a funding ratio of 6:1. The Department of Planning, Industry and Environment are contributing \$104,374.28 (ex GST) to the project. Council's financial contribution to this project is \$17,395.72 (ex GST), with all funds having been expended on the project to date.

### **STATUTORY AND POLICY IMPLICATIONS**

The Manual stipulates the requirements for the management of flood liable land across NSW. In accordance with the Manual, Council is currently undertaking the Floodplain Risk Management Plan and Study stage of the NSW Flood Planning Framework for the Wee Waa Levee.

### **CONSULTATION**

Following resolution 210/2019 the Study and Plan was publicly exhibited for a period of twenty-eight days between 8 October 2019 and 5 November 2019. During the public exhibition period one (1) submission was received from the NSW Department of Planning, Industry and Environment via email on 3 October 2019. The Department's comments were fundamentally to do with changing reference throughout the document to reflect the Department's new name, which the consultant has now done.

#### **External Consultation**

- Lyall and Associates.
- Narrabri Shire Floodplain Risk Management Committee.
- NSW Department of Planning, Industry and Environment.
- Wee Waa Business Chamber.
- The Wee Waa Community.

#### **Internal Consultation**

Nil.

**10.2 NARRABRI SUPPLEMENTARY FLOOD STUDY**

**Responsible Officer:** Daniel Boyce, Executive Manager Planning and Environment

**Author:** Cara Stoltenberg, Town Planner

**Attachments:** 1. Narrabri Supplementary Flood Study 2019 (under separate cover) 

**DELIVERY PROGRAM ALIGNMENT****2 Environment**

**Objective** 2.2 We will protect our environment through sustainable planning and well-resourced emergency services

**Strategy** 2.2.1 Community emergency service providers are well resourced to adequately prepare and respond to natural disasters and emergencies

**EXECUTIVE SUMMARY**

The “Narrabri Floodplain Risk Management Study and Plan Volume 1: Supplementary Flood Study – Namoi River, Mulgate Creek and Long Gully” dated 13 Jun 2019 (“**the Supplementary Study**”) was publicly exhibited for a period of in excess of twenty-eight (28) days concluding 29 September 2019. Council may now adopt the Supplementary Study in the form in which it was publicly exhibited.

**RECOMMENDATION**

1. That Council note the minutes of the Narrabri Shire Floodplain Risk Management Committee meeting held on 12 February 2020, and the inclusion of a recommendation to adopt the Narrabri Floodplain Risk Management Study and Plan Volume 1: Supplementary Flood Study – Namoi River, Mulgate Creek and Long Gully 2019.
2. That Council adopt the Narrabri Floodplain Risk Management Study and Plan Volume 1: Supplementary Flood Study – Namoi River, Mulgate Creek and Long Gully 2019.

**BACKGROUND**

The NSW Government’s Flood Policy is directed at providing solutions to existing flooding problems in developed areas and ensuring that new developments are compatible with the flood hazard and do not create additional flooding problems in other areas. Under the Policy, the management of flood prone land remains the responsibility of local government. To facilitate this, the NSW Government has published the “Floodplain Development Manual: The Management of Flood Liable Land” April 2005 (“**the Manual**”), which includes best practice guidance on (amongst other things) the floodplain management process (Figure 1).

1. Data Collection	Compiles and reviews all available information and data.
2. Flood Study	Determines the nature and extent of the flood problem for the full range of flood events.
3. Floodplain Risk Management Study	Evaluates management options for the floodplain with respect to both existing and future development.

4. Floodplain Risk Management Plan	Involves formal adoption by Council of a plan of management for the floodplain.
5. Implementation of the Plan	<ul style="list-style-type: none"> <li>• Involves construction of flood mitigation works, where viable, to protect existing development.</li> <li>• Uses planning controls to ensure that future development is compatible with flood hazards.</li> </ul>
6. Review of Plan	Review of plan to ensure it remains current and appropriate. A review is normally carried out after 10 years.

*Figure 1. The Floodplain Management Process.*

In relation to Narrabri, Council is currently progressing through Stages 3 and 4 of the NSW Floodplain Management Process, having hired consultants WRM Water + Environment on 16 October 2018 to complete a Floodplain Risk Management Study and Plan for Narrabri.

Stages 1 and 2 of the NSW Floodplain Management Process were previously completed by the same consultancy firm; WRM Water + Environment in 2016. The “Narrabri Flood Study – Namoi River, Mulgate Creek and Long Gully” (“**the Flood Study**”) was completed in December 2016 and assessed the risk of regional flooding from the Namoi River and local flooding from its tributaries, Mulgate Creek and Long Gully. The Flood Study was adopted by Council at their 13 December 2016 meeting via minute 413/2016.

Modelling conducted for the Flood Study was updated as part of the Floodplain Risk Management Process, with the Supplementary Study presenting the results of the updated Flood Study modelling. The results presented in the Supplementary Study now supersede the Flood Study and will be used throughout the remainder of the Floodplain Risk Management Plan and Study stage of the NSW Floodplain Management Process.

## CURRENT SITUATION

The Supplementary Study was publicly exhibited for an initial period of twenty-eight (28) days between 25 July 2019 until 30 August with no submissions being received. The public exhibition period was extended a further twenty-eight (28) days until 29 September 2019, during which time additional media outlets were used extensively to try and gain public interest and input. Three (3) submissions were received during this time from residents of Narrabri. Two (2) of the submissions were regarding flood impacts on the submitter’s personal property, and not regarding the content of the Supplementary Study. Those submitters have been contacted and agreed to be a part of our Community Reference Group for the Narrabri Floodplain Risk Management Plan and Study project. The third submission was received from a local engineer who provided advice on flood mitigation measures which are going to be incorporated into the Narrabri Floodplain Risk Management Plan and Study.

Council may now adopt the Supplementary Study in the form in which it was publicly exhibited.

## FINANCIAL IMPLICATIONS

The current total project cost is \$155,420 (ex GST). Council was successful in receiving a Floodplain Management Grant from the Department of Planning, Industry and Environment at a funding ratio of 6:1. The Department of Planning, Industry and Environment approved a maximum funding amount of up to \$130,000 (ex GST) to the project. Therefore, Council’s financial contribution to this project is \$25,420 (ex GST).

**STATUTORY AND POLICY IMPLICATIONS**

The Manual stipulates the requirements for the management of flood liable land across NSW. In accordance with the Manual, Council is currently undertaking Stages 3 and 4 of the NSW Flood Planning Framework for the township of Narrabri.

The Supplementary Study was placed on public exhibition for a period of at least twenty-eight (28) days in accordance with the *Environmental Planning and Assessment Regulation 2000*.

**CONSULTATION**

The Supplementary Study was publicly exhibited for an initial period of twenty-eight (28) days between 25 July 2019 until 30 August with no submissions being received. The public exhibition period was extended a further twenty-eight (28) days until 29 September 2019, during which time additional media outlets were used extensively to try and gain public interest and input. Three (3) submissions were received during this time from residents of Narrabri. Two (2) of the submissions were regarding flood impacts on the submitter's personal property, and not regarding the content of the Supplementary Study. Those submitters have been contacted and agreed to be a part of our Community Reference Group for the Narrabri Floodplain Risk Management Plan and Study project. The third submission was received from a local engineer who provided advice on flood mitigation measures which are going to be incorporated into the Narrabri Floodplain Risk Management Plan and Study.

**External Consultation**

- Narrabri Shire Floodplain Risk Management Committee.
- NSW Department of Planning, Industry and Environment.
- The Narrabri Community.

**Internal Consultation**

Nil.



## 11 OUR ECONOMY



### THEME 3: OUR ECONOMY

#### STRATEGIC DIRECTION 3: PROGRESSIVE AND DIVERSE ECONOMY

*By 2027, we will have developed a strong, diverse economy that attracts, retains and inspires business, industry and tourism growth.*

#### COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several economic priority areas to be actioned over the 2017 - 2018 financial year.

#### COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Economic development
- Planning and development
- Entertainment and conferences
- Local and regional tourism and events
- Saleyards
- Airport

#### COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following economic strategic outcomes:

- Increased community events, conferences and entertainment
- Increased employment through industry innovation, investment and value adding
- Established freight hub for the Norther Inland Region
- Increased housing availability and affordability
- Broadened economic base

**NIL REPORTS.**

## 12 OUR CIVIC LEADERSHIP



### THEME 4: OUR CIVIC LEADERSHIP

#### STRATEGIC DIRECTION 4: COLLABORATIVE AND PROACTIVE LEADERSHIP

*By 2027, we will proactively together to achieve our shared vision with strong strategic direction.*

##### COMMUNITY ENGAGEMENT

Through extensive community engagement, the Narrabri Shire community identified several civic leadership priority areas to be actioned over the 2017 - 2018 financial year.

##### COMMUNITY SERVICES

Current services provided within the Narrabri Shire community include:

- Integrated strategic planning and reporting
- Community engagement and consultation
- Representation and governance
- Human resource management
- Customer services
- Information services
- Financial services
- Risk management
- Compliance and regulation

##### COMMUNITY OUTCOMES

In partnership with the community, government and non-government agencies, the Operational Plan will work towards achieving the following civic leadership strategic outcomes:

- Improved community engagement and decision-making processes
- Well established community, industry, government and non-government partnerships
- Well maintained core infrastructure and service provision that delivers public value
- Transparent and accountable planning and reporting
- Financial efficiency and sustainability

**12.1 INVESTMENT REPORT - FEBRUARY 2020****Responsible Officer:** Lindsay Mason, Director Corporate and Community Services**Author:** Luke Meppem, Senior Assets Officer**Attachments:** Nil**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

**Strategy** 4.4.3 Report in a clear, concise manner that is easily understood

**EXECUTIVE SUMMARY**

Council is required to consider a report on its investments in accordance with clause 212 of the *Local Government (General) Regulation 2005*.

During the month:

- Four (4) investments matured, totalling \$5 million.
- Three (3) new investments were placed, totalling \$3 million.

Council's Responsible Accounting Officer has certified that Council's investments are in accordance with requirements.

**RECOMMENDATION**

**That Council note the Investment Report for February 2020**

**BACKGROUND**

Council is required to consider a report on its investments in accordance with [clause 212](#) of the *Local Government (General) Regulation 2005*.

**CURRENT SITUATION**

The following is a summary of investment movements for February 2020.

Investments maturing during the month:

- |              |              |             |                  |
|--------------|--------------|-------------|------------------|
| • 05/02/2020 | Beyond Bank  | \$2,000,000 | 245 days @ 2.40% |
| • 12/02/2020 | ME Bank      | \$1,000,000 | 364 days @ 2.73% |
| • 19/02/2020 | Judo Bank    | \$1,000,000 | 273 days @ 2.67% |
| • 26/02/2020 | Auswide Bank | \$1,000,000 | 273 days @ 2.33% |

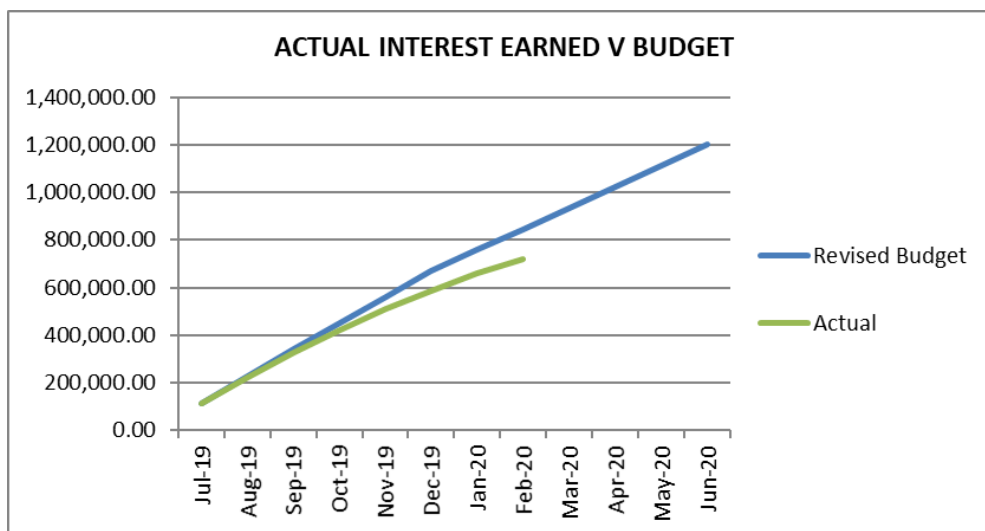
New investments secured during the month:

- |              |                  |             |                  |
|--------------|------------------|-------------|------------------|
| • 12/02/2020 | Australian Unity | \$1,000,000 | 273 days @ 1.70% |
| • 19/02/2020 | Judo Bank        | \$1,000,000 | 364 days @ 2.00% |
| • 26/02/2020 | Defence Bank     | \$1,000,000 | 266 days @ 1.65% |

	Market Value (\$)	Term (days)	Rate	Maturity Date	% of Portfolio
<b>Short Term Deposits (&lt;1 yr)</b>	<b>42,000,000.00</b>				<b>92.70%</b>
Defence Bank	2,000,000.00	364	2.80%	04/03/20	4.41%
NAB	1,000,000.00	238	1.88%	18/03/20	2.21%
Macquarie Bank	1,000,000.00	203	1.75%	25/03/20	2.21%
Macquarie Bank	1,000,000.00	210	1.75%	01/04/20	2.21%
NAB	2,000,000.00	182	1.59%	15/04/20	4.41%
AMP	2,000,000.00	245	1.80%	22/04/20	4.41%
BOQ	2,000,000.00	219	1.63%	06/05/20	4.41%
AMP	2,000,000.00	181	1.90%	13/05/20	4.41%
AMP	3,000,000.00	189	1.90%	27/05/20	6.62%
Aus Unity	3,000,000.00	210	1.65%	10/06/20	6.62%
AMP	1,000,000.00	189	1.80%	24/06/20	2.21%
ME Bank	2,000,000.00	273	1.58%	15/07/20	4.41%
ME Bank	2,000,000.00	364	1.63%	26/08/20	4.41%
Judo Bank	1,000,000.00	364	2.05%	16/09/20	2.21%
BOQ	3,000,000.00	364	1.53%	14/10/20	6.62%
NAB	3,000,000.00	364	1.40%	02/12/20	6.62%
Auswide Bank	1,000,000.00	336	1.55%	09/12/20	2.21%
ME Bank	1,000,000.00	210	1.58%	05/08/20	2.21%
BOQ	3,000,000.00	189	1.65%	23/07/20	6.62%
Australian Unity	1,000,000.00	273	1.70%	11/11/20	2.21%
Judo Bank	1,000,000.00	364	2.00%	17/02/21	2.21%
Defence Bank	4,000,000.00	266	1.65%	18/11/20	8.83%
<b>Cash Deposits</b>	<b>3,309,668.31</b>				<b>7.30%</b>
NAB At Call A/c	700,000.00	At Call	0.90%	n/a	1.54%
NAB Working A/c	2,609,668.31	At Call	0.50%	n/a	5.76%
<b>Total Cash &amp; Investments</b>	<b>45,309,668.31</b>				<b>100.00%</b>

#### Movements within Bank account for the reporting period (\$)

Cash Book balance at 31 January 2020	-7,049,513.27
Plus Receipts	7,880,821.06
Less Payments	-5,588,969.91
Cash Book balance at 29 February 2020	-4,757,662.12
Less Outstanding Deposits	-7,159,070.82
Plus Unpresented Payments	14,526,401.25
Reconciliation Balance as at 29 February 2020	2,609,668.31



The above graph is calculated using the adopted budget as at 31 December 2019.

### Investment Rate Summary for February 2020

Average Interest Rate on Investments: 1.84%

Weighted Average Interest Rate on Investments 1.73%

### Council's Benchmarks

Bank Bill Swap Rate (BBSW) 90 day index (28/02/2020)<sup>1</sup> 0.81%

Average 11am Cash Rate 0.75%

### FINANCIAL IMPLICATIONS

The interest income for the month:

General Fund	\$23,030
Externally Restricted Funds	\$25,000
Water Fund	\$4,335
Sewer Fund	\$8,869
<b>Total Interest Income</b>	<b>\$61,234</b>

### STATUTORY AND POLICY IMPLICATIONS

[Clause 212](#) of the *Local Government (General) Regulation 2005* requires Council's Responsible Accounting Officer to provide a monthly report setting out the details of all money that the Council has invested under [section 625](#) of the *Local Government Act 1993*.

It is certified that Council's investments have been made in accordance with:

- *Local Government Act 1993*.
- *Local Government (General) Regulation 2005*.
- Ministerial Investment Order dated 12 January 2011.

<sup>1</sup> Source: [www.asx.com.au](http://www.asx.com.au)

- Council's Investment Policy dated 15 August 2017.

**CONSULTATION**

**External Consultation**

Nil.

**Internal Consultation**

- Responsible Accounting Officer.

**12.2 DELEGATES REPORT - COUNTRY MAYORS ASSOCIATION MEETING - 6 MARCH 2020****Responsible Officer:** Catherine Redding, Mayor**Author:** Delece Hartnett, Executive Assistant**Attachments:** 1. Country Mayors Association Meeting - 6 March 2020  **DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

**Strategy** 4.1.3 Develop and build strong, productive partnerships with State and Federal Governments

**RECOMMENDATION**

**That Council note Mayor Reddings' Delegates Report from the Country Mayors Association Ordinary Meeting held in Sydney on Friday 6 March 2020.**

**DELEGATES REPORT**

The Country Mayors Association held their quarterly Meeting in Sydney on Friday 6 March 2020.

The Minutes from the meeting are attached.





# Country Mayors Association of NEW SOUTH WALES

**Chairperson:** Cr Katrina Humphries  
PO Box 420 Moree NSW 2400  
02 6757 3222  
ABN 92 803 490 533

## MINUTES

### GENERAL MEETING

FRIDAY, 6 MARCH 2020 THEATRETTE, PARLIAMENT HOUSE, SYDNEY

The meeting opened at 9.03 a.m.

**1. ATTENDANCE:**

Armidale Regional Council, Cr Diane Gray  
Bega Valley Shire Council, Cr Kristy McBain, Mayor  
Bellingen Shire Council, Cr Dominic King, Mayor  
Bellingen Shire Council, Ms Liz Jeremy, General Manager  
Bland Shire Council, Cr Brian Monaghan, Mayor  
Blayney Shire Council, Cr Scott Ferguson, Mayor  
Blayney Shire Council, Ms Rebecca Ryan, General Manager  
Cabonne Shire Council, Cr Kevin Beatty, Mayor  
Cabonne Shire Council, Cr Jamie Jones Deputy Mayor  
Clarence Valley Shire Council, Cr Jim Simmons, Mayor  
Coffs Harbour City Council, Mr Stephen McGrath, General Manager  
Cootamundra-Gundagai Regional Council, Cr Abb McAlister  
Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager  
Cowra Shire Council, Cr Bill West, Mayor  
Cowra Shire Council, Mr Paul Devery, General Manager  
Dubbo Regional Council, Cr Ben Shields, Mayor  
Edward River Council, Cr Norm Brennan, Mayor  
Edward River Council, Mr Adam McSwain, General Manager  
Forbes Shire Council, Cr Phyllis Miller, Mayor  
Forbes Shire Council, Cr Jenny Webb, Deputy Mayor  
Forbes Shire Council, Mr Steve Loane, General Manager  
Gilgandra Shire Council, Cr Doug Batten, Mayor  
Glen Innes Shire Council, Cr Carol Sparkes, Mayor  
Glen Innes Shire Council, Mr Craig Bennett, General Manager  
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager  
Griffith City Council, Mr Brett Stonestreet, General Manager  
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
Gunnedah Shire Council, Mr Eric Growth, General Manager  
Gwydir Shire Council, Cr John Coulton, Mayor

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Gwydir Shire Council, Mr Max Eastcott, General Manager  
Hay Shire Council, Cr David Townsend, Deputy Mayor  
Hay Shire Council, Mr David Webb, General Manager  
Hilltops Council, Cr Brian Ingram, Mayor  
Kempsey Shire Council, Cr Liz Campbell, Mayor  
Kyogle Council, Cr Danielle Mulholland, Mayor  
Kyogle Council, Mr Graham Kennett, General Manager  
Leeton Shire Council, Cr Paul Maytom, Mayor  
Leeton Shire Council, Ms Jackie Kruger, General Manager  
Lithgow City Council, Cr Ray Thompson, Mayor  
Lithgow City Council, Cr Steve Ring, Deputy Mayor  
Moree Plains Shire Council, Cr Katrina Humphries, Mayor  
Murray River Council, Cr Christopher Bilkey, Mayor  
Murray River Council, Mr Des Bilske, General Manager  
Narrabri Shire Council, Cr Catherine Redding, Mayor  
Narrabri Shire Council, Mr Stewart Todd, General Manager  
Narrandera Shire Council, Mr George Cowan, General Manager  
Narromine Shire Council, Cr Craig Davies, Mayor  
Narromine Shire Council, Ms Jane Redden, General Manager  
Oberon Council, Cr Kathy Sajowitz, Mayor  
Oberon Council, Mr Gary Wallace, General Manager  
Orange City Council, Cr Reg Kidd, Mayor  
Parkes Shire Council, Cr Ken Keith, Mayor  
Port Stephens Council, Cr Ryan Palmer, Mayor  
Port Stephens Council, Mr Wayne Wallis, General Manager  
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Singleton Council, Mr Jason Linnane, General Manager  
Snowy Monaro Regional Council, Cr Peter Beer, Mayor  
Snowy Monaro Regional Council, Mr Peter Bascombe, General Manager  
Snowy Valleys Council, Cr James Hayes, Mayor  
Temora Shire Council, Mr Gary Lavelle, General Manager  
Tenterfield Shire Council, Cr Peter Petty, Mayor  
Uralla Shire Council, Cr Michael Pearce, Mayor  
Wagga Wagga City Council, Cr Greg Conkey, Mayor  
Walcha Council, Cr Eric Noakes, Mayor  
Walcha Council, Ms Anne Modderno, General Manager  
Warren Shire Council, Cr Milton Quigley, Mayor  
Warren Shire Council, Mr Glen Wilcox, General Manager  
Warrumbungle Shire Council, Cr Denis Todd, Mayor  
Warrumbungle Shire Council, Mr Roger Bailey, General Manager  
Wentworth Shire Council, Cr Melisa Hendrics, Mayor  
Wentworth Shire Council, Mr Ken Ross, General manager  
Yass Valley Council, Cr Rowena Abbey, Mayor  
LGNSW, Cr Linda Scott, President  
LGNSW Ms Kylie Yates, Acting CEO

**APOLOGIES:**

As submitted

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**SPECIAL GUESTS:**

Hon Melinda Pavey MP, Minister for Water, Property and Housing  
Ms Teresa Corbin, Chief Executive Officer, Australian Communications Consumer Action Network  
Mr Rob Rogers, AFSM, Deputy Commissioner, NSW Rural Fire Service and Rebel Talbert, Assistant Commissioner, NSW Rural Fire Service  
Hon Jennifer Gardiner, Chairperson, NSW Local Government Grants Commission  
Dr Lindsay White, Director, Northern Basin, Commonwealth Environmental Water Holder and Mr Hilary Johnson, Director, Southern Basin, Commonwealth Environmental Water Holder  
Ms Susan Madden, Board Member, Murray Darling Basin Authority  
Mr David Harris, CEO Water NSW

**2. Condolences and Welcome**

Cr Humphries expressed condolences on behalf of the Country Mayors Association to those Councils that were affected by the bush fires and welcomed to the meeting Mary O'Kane and Dave Cowen from the NSW Independent Bushfire Enquiry

**3. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 1 November 2019 be accepted as a true and accurate record it being noted that Cr Reg Kidd, Mayor of Orange was in attendance (Kyogle Council / Uralla Shire Council).

**4. Hon Melinda Pavey MP, Minister for Water, Property and Housing**

Catchments are not filling up yet which will be a challenge. 180 litres per person are being used in Sydney versus 118 litres in Orange. There are restrictions on flood plain harvesting and there are embargos on rivers but some are being lifted with recent rain. 150 regulators are auditing. 244,000 mega litres have passed Walgett. There are concerns by communities regarding the Murray Darling Basin Plan because there has been a lack of communication but the government is trying to connect. Along with the Victorian Government, New South Wales commissioned a review of the constraints of the Murray Darling Basin Authority which found that if the plan continues there is a big chance of failure. Stakeholder consultations are to take place in March and April. However the basin is in a better condition due to the plan. New metres are being rolled out throughout the State to ensure fair allocations

**5. Ms Teresa Corbin, Chief Executive Officer, Australian Communications Consumer Action Network**

The Network is working for communication services and takes issues to communication companies. There are 200 members across Australia. Fires have damaged infrastructure which has created challenges. The network has been fighting hard to keep pay phones which proved their worth during the fires. Regional concerns include higher costs, greater dependency on services, unreliable services, and limited mobile coverage. Goals of the network are guaranteed access, equitable voice, expansion of mobile coverage and digital capacity. A Regional Connectivity Program is being introduced and funding is available similar

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to the Black Spots Program. The next round of the Black Spots Program is coming up. 5G next generation for mobile phones needs more base stations so will not go everywhere but will deliver data to the areas where it is providing a service. The 4G footprint needs to be the same as 3G before 3G is switched off. Reliability of services in regional areas means NBN and a land line are required in many areas. Digital literacy solving technical problems in regional areas is more difficult.

**6. Membership**

Resolved That Hay Shire Council be admitted as a member of the Association (Forbes Shire Council/ Kyogle Council)

**7. CORRESPONDENCE**

Inward

(a)Mr John Cleland, Chief Executive Officer, Essential Energy, regarding Disaster Hardship provisions provided to those that have suffered a loss as a result of a natural disaster

(b)Hon Matt Kean MP, Minister for Energy and Environment, regarding Disaster Hardship provisions provided to those that have suffered a loss as a result of a natural disaster

(c)Mr Gary White, Chief Planner, Planning, Industry and Development, thanking him for his presentation to the 1 November meeting

(d)Mr Matt Fuller, Acting Deputy Secretary, Regional and Outer Metropolitan, Transport for NSW, thanking him and Peter Ryan for their presentation to the 1 November meeting

(e)Mr Rob Rogers AFSM, Deputy Commissioner, NSW Rural Fire Service, thanking him and Cory Shalkleton for their presentation to the 1 November meeting

(f)Hon Rob Stokes MP, Minister for Planning and Public Spaces, requesting information on progress of the Land Negotiation Program concluded in 2017

(g)Hon Matt Kean MP, Minister for Energy and Environment, following up the reply from Andrew Lewis, Executive Director, Energy, Strategy, Planning, Industry and Environment regarding prioritization of electricity grid connections at substations

(h)To all members from CR Humphries, Chairperson, CMA, regarding the recent bushfires, requesting information on what assistance CMA may be able to give to affected Council's

Outward

(a)Hon Rob Stokes, Minister for Planning and Public Spaces, advising that Regional Crown Lands falls under the responsibility of the Hon Melinda Pavey MP, Minister for Water, Property and Housing and the Associations correspondence has been forwarded to her for attention

(b)James Griffin MP, Parliamentary Secretary for the Environment and Veterans regarding hazard reduction and water infrastructure for bush fire management (Copy Attached)

(c)Cr Linda Scott, President, Local Government NSW, regarding per capita grants Local Government Financial Assistance Grants Act 1995 (Copy Attached)

(d)John Cleland, Chief Executive Officer, Essential Energy, regarding assets located beyond the customer connection point (Copy Attached)

NOTED

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**8. FINANCIAL REPORT**

RESOLVED That the financial reports for the last quarter were tabled and accepted (Tenterfield Shire Council / Singleton Council)

**9. Mr Rob Rogers AFSM, deputy Commissioner, NSW Rural Fire Service and Ms Rebel Talbert, Assistant Commissioner, NSW Rural Fire Service**

In the 2019/20 fire season 21 councils commenced bushfire danger period early. September 2019 more than 1300 bush and grass fires. October 2019 significant impact on towns in northern NSW. November 2019 catastrophic fire danger in many areas with fires in Port Macquarie, Taree and Foster. December 2019 three firefighters killed. January 2020 fire activity intensifies in southern NSW and C130 crashes killing three American crew. February 2020 widespread heavy rain begins. During these periods there were more than 200 days of continuous major operations, over 11500 bush and grass fires, 5.5 million hectares burnt, and more than 2400 homes destroyed. Challenges of the RFS are paying invoices, communication risk, NSW RFS website, Fires Near Me NSW, interagency efforts, interstate and international assistance and aviation support.

**10. Hon Jennifer Gardiner, Chairperson, NSW Local Government Grants Commission**

The Grants Commissions recommendations go to the NSW Minister for Local Government and to the Federal Minister for Regional Services, Decentralisation and Local Government. The Commission operates under the Local Government Financial Assistance Act 1995 and the NSW Local Government Act 1993. The Commonwealth Act provides for two funding pools the General Purpose Component and the Local Roads Component. The National Principles require an assessment of Revenue Capacity and Expenditure Needs. They also contain the key elements of Horizontal Equalisation and Effort Neutrality. The minimum grant is based on 30% of the General Purpose component pool. All 17 minimum grants are for metropolitan councils. The Local Roads Component looks at population, local road length, and bridge length on local roads. 73.9% of NSW FAGS distribution is to non metropolitan councils. The NSW Grants Commission does not determine the size of the bucket of money but divides up the bucket in an equitable and objective manner. The total grant is untied. The isolation allowance applies to non metropolitan councils and recognizes additional costs for fuel. The main disability factors are population, no of aboriginals, road length, environment, rainfall, topography and drainage. The length of funding for future years are unknown

**11. Bush Fire Impact**

RESOLVED 1. That the Country Mayors Association acknowledges the financial impact that the 2019/20 bush fires had on a number of councils, but in particular those regional and rural councils impacted in NSW and writes to both the Federal

and State Governments to ask them to immediately review financial assistance grants criteria for the benefit of regional and rural councils

2. That the Country Mayors Association provides its support as a lobbying organisation to any of its member councils initiatives during this recovery phase (Bega Valley Shire Council/Yass valley Council)

**12. Waste to Energy**

RESOLVED that The Country Mayors Association follow up its letter dated 3 June 2019 to the Minister for Local Government on Waste to Energy (Bellingen Shire Council/Tenterfield Shire Council)

**13. Additional Contributions Local Government Superannuation**

RESOLVED That Country Mayors write to the Chief Executive and the Board Chair of Local Government Superannuation and appeal to humanitarian and sensitive attitude of this organisation and seek that two year moratorium be placed on these "additional contributions" for the defined benefit plan totalling \$40 million to allow NSW Councils to focus on the devastating natural disasters that need to be managed and funded. It needs to be acknowledged that the payment of over 1% of our annual rate income (\$40,000,000) to Local Government Superannuation would be better spent on essential recovery focus in our destroyed and homeless communities (Goulburn Mulwaree Council/Yass Valley Council)

**14. Letter from GP Synergy Re Contact Persons in Towns for Rural Doctors**

RESOLVED That member councils be encouraged to respond to GP Synergy and nominate a suitable staff member to liaise with them (Kyogle Council/Kempsey Shire Council)

**15. Inland Rail – Level Crossings and Grade Separation of Highway and regional Roads**

RESOLVED 1. That Country Mayors lobby both the Hon John Barrilaro MP, Deputy Premier, and Minister for Regional New South Wales, Industry and Trade and the Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development, to ensure grade separation to all State Highway crossings intersecting with the Inland Rail is achieved, and

2. A working party be developed with representatives from impacted Councils, in conjunction with Transport NSW Staff, to progress a standardised approach on all rail crossings on private property, local, regional and state roads for Inland Rail route. (Gulgandra Shire Council/Forbes Shire Council)

**16. Coronial Inquests**

RESOLVED That the Association follow up the Minister for Health and Medical Research on the matter of Coronial Inquests (Leeton Shire Council/Tenterfield Shire Council)

**17. General Business**

(a) an invitation be extended to Minister for Regional Transport and Roads to present to the 29 May meeting regarding returning regional roads to State care

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(b) The Mayor of Yass Cr Rowena Abbey to be given time at the 29 May meeting to up date Country Mayors on Joint Organisation Chairs meeting

The meeting adjourned at 12.50pm for lunch

The meeting resumed at 1.10pm

**18. Panel Session Murray Darling Basin**

**Ms Susan Madden, Board Member, Murray Darling Basin Authority**

The Murray Darling Basin is home to 2.6million, produces \$24billion worth of agriculture and \$8billion in tourism. It is the most complex river system in Australia. Inflows to the basin in 1895 was 28,000GL per year fluctuating over the years due to drought and flood. In 2010/11 it was 20,000GL and in 2013/15 it was 10,000GL. The Basin Plan has limits on use, targets for water quality, rules for water trading, water resource planning, environmental water plan, monitoring and evaluation, sustainable diversion limit and water resource plan implementation. Before the Basin Plan 136,236GL was the average amount of water extracted from the basins rivers annually. The new SDL is 10,873GL. Water to be recovered for the environment is 2,700GL. Current issues are water sharing investigation including inflows and supply into the basin, delivery of water, water sharing and potential opportunities for enhancement. Report card water recovery - on track, SDL adjustment mechanism - at risk of delay, water resource plans - good progress, water resource plans NSW - at risk of delay, northern basin initiatives - some progress, planning and delivery of e water - good progress, compliance - good progress

**Dr Lindsay White, Director, Northern Basin, Commonwealth Environmental Water Holder and Mr Hilary Johnson, Director, Southern Basin, Commonwealth Environmental Water Holder**

The Environmental Water Office are looking to engage more with local Councils. Healthy rivers mean healthy communities and healthy industries. With water for the environment the Department of Agriculture and Water buys the water requirement. The State Governments decides how much it gets each year. Critical human needs include the need for the environment and what is needed for production. Environmental water worth \$3.77billion. Water management options include use it, hold it, or trade it. There six local engagement offices. There are environmental success stories such as introducing fish at the local level and reinvigoration of forests at the catchment level. The recent rainfall is very welcome and is highest north of the basin. Runoff from the fire affected areas are impacting Murray headwaters water quality. Basin watering priorities are Narran Lakes including maintaining habitat because it is a critical waterbird habitat

**Mr David Harris, Chief Executive Officer, NSW Water**

Water NSW is the States river system manager and looks after source water protection, bulk water supply, system operation, bulk water infrastructure and customer water transactions. Storage levels are generally low enough for coastal drought response. Water NSW controls regulated rivers, and provides infrastructure solutions to optimize water releases. The 20 year infrastructure

*Page 8*

options study ,Rural Valleys, identifies infrastructure options and is customer focused and developed. In drought they change the way they do things eg Peel pipeline reduced from two and half years to nine months to complete. Water projects include Nyngan and Cobar Water Security, Lachlan Valley Wyangala dam raising, Macquarie Water security, Macquarie water grid a strategic business case to connect towns and major users to build drought resilience, Bunerong drought resilience, Wilcannia weir raising, Lake Rowlands to Carcoar business case, and Glennies to Lostock water security project. The cost of Wyangala dam is \$650million providing 650GL additional storage, Moll river dam \$355million to provide 100GL storage capacity and Dungowan dam \$480million to provide 22.5GL storage capacity.

There being no further business the meeting closed at 3.00pm.

Cr Katrina Humphries  
Chair – Country Mayor's Association of NSW



**12.3 DELEGATES REPORT - SECTION 355 GWABEGAR HALL COMMITTEE MEETING - HELD ON MONDAY 24 FEBRUARY 2020**

**Responsible Officer:** Maxine Booby, Councillor

**Author:** Delece Hartnett, Executive Assistant

**Attachments:** 1. Gwabegar Hall Meeting Minutes - Monday 24 February 2020  

**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

**Strategy** 4.1.2 Ensure the community is informed and involved in Council activities through implementing quality consultation

**RECOMMENDATION**

**That Council note Cr Booby's Delegates Report from the Gwabegar Hall Committee Meeting held on Monday 24 February 2020.**

**DELEGATES REPORT**

The Section 355 Gwabegar Hall Committee held a Meeting on Monday 24 February 2020.

The Minutes from the meeting are attached.

**Gwabegar Hall Meeting**  
Monday 24 February 2020 – at 3.05pm

Present: Carmel Jarvis, Margaret McConnoughty, Bruce McConnoughty, Cr Maxine Booby

Minutes read and accepted

Business arising:

Motion: The account to be transferred to the Nab in Coonabarabran from Commonwealth Bank to facilitate easy access. Bruce M and Carmel as signatories. Moved B McConnaughty Sec M. Booby

Grant funding to be resought for the stove replacement. See Amanda.

Expenses:

	\$1,287.77
Origin.	\$474.28
Origin.	\$367.15
Chubb.	\$ 97.27
Origin.	\$337.92
Origin.	\$378.30

Income :

J Owers.	\$100.00
AEC.	\$200.00
J Owers.	\$800.00
HaLL HIRE	
J Cutts.	\$100.00
D Gardner	
hall hire	\$100.00
J Owers.	\$400.00
Landcare.	\$ 50.00
Total	\$1,750.00

Balance \$6,309.40

General Business:

- Question of whether Council should pay for security checks? Eg: Chubb who does this now and who organises this?
- Power bills, does Council assist with GPS power bills?
- Hall Committee to investigate the installation of solar panels installation. Carmel to ask her supplier. 6kw system Maxine also.
- Mowing of hall area requested.
- Septic system needs attention and pumping.
- Door has been fixed.
- Air conditioner not working. Split system eastern wall.
- Power box needs another lock. Security had requested recently but not supplied. Against vandalism.
- Margaret to check the statements re the lease of Jacqueline Owers. Still has her equipment in the hall.
- Check if she has a key to the hall. Maxine to ring.
- Margaret to source new stove.
- Front door to hall. Main entrance door is not secure. Please check.
- Middle door in female toilet needs replacing.

Meeting closed 3.50

Next meeting as required.

**12.4 DELEGATES REPORT - MAULES CREEK COAL COMMUNITY CONSULTATIVE COMMITTEE MEETING - 19 FEBRUARY 2020**

**Responsible Officer:** Robert Kneale, Deputy Mayor

**Author:** Delece Hartnett, Executive Assistant

**Attachments:** 1. Maules Creek Coal CCC Meeting Minutes - 19 February 2020  

**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.1 We will proactively engage and partner with the community and government to achieve our strategic goals

**Strategy** 4.1.2 Ensure the community is informed and involved in Council activities through implementing quality consultation

**RECOMMENDATION**

**That Council note Cr Kneale's Delegates Report from the Maules Creek Coal Community Consultative Committee Meeting held on Wednesday 19 February 2020.**

**DELEGATES REPORT**

The Maules Creek Coal Community Consultative Committee held a meeting on Wednesday 19 February 2020.

The Minutes from the meeting are attached.

**Notes:** Notes of the 28<sup>th</sup> Meeting of the Maules Creek Coal Community Consultative Committee **Wednesday 19 February 2020**  
Site Visit, Held at Maules Creek Coal Mine

**Members Present:** Andrew Garratt (AG) – WHC, Cr Robert Kneale (RK) – Narrabri Shire Council, Darren Swain (DS) – WHC, Emma Bulkeley (EB) – WHC, Jack Warnock (JW) – Community Representative, Libby Laird (LL) – Maules Creek Community Representative, Lyndell Crowley (LC) – Boggabri Business & Community Progress Association, Roselyn Druce (RD) – Boggabri Coal CCC, Ross Wilson (RW) – WHC, Simone Moodie (SMo) – Community Aboriginal Representative, Steve Eather (SE) – Community Representative

**Apologies:** David Paull (DP) – Sustainable Living Armidale (SLA).

**Independent Chair:** David Ross (DR)

**Independent Secretary:**

Debbie Corlet (DC)

Agenda Items	Who to Present
1. Apologies	DR
2. Confirmation and Discussion of the minutes of the previous meetings – Wed 30 Oct 2019	DR
3. Business arising from the previous minutes – Action List Distributed	DR
4. Site Visit	ALL
5. Next Meeting – <b>Wednesday 13 May 2020</b>	ALL

Agenda Item	Discussion	Action/By Whom
<b>1.</b>	<b>Welcome and Apologies</b> – David Paull.  Today's meeting started with a site tour of the Maules Creek Coal Mine. Notes from the tour are below in Section 6.	
<b>3.</b>	<b>Confirmation of the minutes of the previous meeting (October 2019)</b> – The CCC endorsed the minutes as an acceptable record of what was discussed.	
<b>6.</b>	<b>WHC Presentation by Darren Swain</b> – Presentation was provided to members prior to the meeting (Attached to Meeting Notes).	

	<p><b>Site Tour Notes</b></p> <p>The members got the opportunity to view some of the route used for the construction of the pipeline from the Brighton property. MCCM has approximately 25 km of pipeline, including that from Brighton and the Namoi River under licensing arrangements. Question from the community – how deep under are the pipelines. ACTION ON WHC.</p> <p>The train line shared with Boggabri Coal was highlighted to members (track going to the right goes to Boggabri Coal and to the left it goes to Maules Creek) and has four to six train movements per day.</p> <p>A notable proportion of the site visit was spent viewing the trials for the Autonomous Haulage System (AHS). There are six AHS trucks in operation at present. They can't drive where they want to. Their path must be mapped for them. While they are good to go now, they are operating at 60% of our manned truck productivity. They are limited to a 48 km speed limit but generally operate at between 8-18 km. This is because of, for example, congestion or traversing hills.</p> <p>The committee then had the opportunity to oversee the site from a lookout. It was observed that Whitehaven is mining 16 seams although not all are exposed. The main seams were described, including the Braymont seam. This is the dominant seam by volume and provides premium quality thermal coal that, in comparison to coal mined in other parts of NSW, has notably fewer impurities.</p> <p>The other benefits of the coal seams at Maules Creek are that the first coal seam is very close to the surface, which is unusual in NSW, and there are consistent gaps between the seams.</p> <p>The main steps in mining were described as follows:</p> <ol style="list-style-type: none"> <li>1. Pre-strip: clearing and mulching</li> <li>2. Topsoil stripping</li> <li>3. Drilling and blasting: MCCM drill a 229 mm diameter hole to the next seam so that shot can be applied</li> <li>4. Excavators are then brought in to take 80% of the waste material</li> <li>5. Topside loading</li> </ol> <p>There are about 320 staff on site at any one time with the majority in production, working two by 12.5-hour shifts.</p> <p>The site visit finished with the members getting to see:</p> <ul style="list-style-type: none"> <li>• The pre-start room, where staff use the breathalysers and receive a briefing.</li> <li>• The OCE Room, where staff present are legally responsible for those on site; and</li> <li>• The Dispatch Room, where the operating trucks are managed with respect to where they are to go or where to get a load. Furthermore, staff present undertake environmental monitoring (noise and dust) ever 15 minutes.</li> </ul>	<p>ACTION 1 – How deep are the pipelines? WHC to confirm</p>
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8.	<b>Next meeting date to be agreed</b> - Next meeting <b>Wednesday 13 May 2020</b> back at the Boggabri Golf Club at 2:00 pm. Rest of the meetings for 2020 will be held on Wednesday 12 August and Wednesday 28 October 2020.	
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Meeting Closed: 1:00 pm

**Appendix 1: Actions**

Page No	Action No	Description	Date Raised
2	1	How deep are the pipelines? WHC to confirm	19 February 2020



WHITEHAVEN COAL

## Appendix 2: Briefing Notes from WHC

<b>To:</b>	Maules Creek Coal Mine CCC Members	<b>From:</b>	Maules Creek Coal Mine (MCC)
<b>Date:</b>	19 February 2020	<b>Reference:</b>	Questions MCC CCC February 2020
<b>Subject:</b>	Responses to February 2020 MCC CCC meeting questions		

# No attempt has been made to correct grammar in the provided questions.

CCC Member questions regarding	Responses
<b>Question 1.</b> <i>When will the 2019 Annual Review be available?</i>	Once the 2019 MCCM Annual Review has been completed and subsequently approved by Department of Planning, Industry and Environment it will be placed on the MCC website.
<b>Question 2.</b> <i>How much money is being held by the NSW government for remediation of the mine site at this stage? What proportion of this is in the form of a bank guarantee? What are the rehabilitation plans should the mine go into care and maintenance?</i>	As noted previously these are questions for DPIE.
<b>Question 3.</b> <i>Did MCCM re-construct the missing high wall dams, clean water diversion banks etc that were identified by NRAR investigators before the rain?</i> <i>would MCCM be able to show us the dams?</i>  <i>If built, did any of these high wall dams or clean water diversion banks burst in the heavy downpours and allow clean water to flow into the pit?</i>	These dams will not be built as they would no longer be functional, additional dams are being scoped for completion.
<b>Question 4.</b> <i>Is the fallout from the Corona Virus likely to affect shipments to China from Maules Creek coal?</i>	No, Maules Creek Coal Mine does not ship to China as has been noted previously.
<b>Question 5.</b> <i>Are the Chinese or any other customers talking about enacting forced majeure clauses in their contracts in a way currently being experienced by Australian gas companies?</i>  <i>If so could this lead to production constraints and job cuts in the Whitehaven group of companies?</i>	Commercial in confidence

<p><b>Question 6.</b></p> <p><i>DPE Major Assessments officer Roseanne Hawkeswood told us the compliance team of DoPIE are investigating the use of the pipeline To see if the use of it breaches the MCCM conditions of approval. Where is that up to? Can you provide any briefer they have sent you?</i></p>	<p>A question for Roseanne Hawkeswood of DPIE.</p>
<p><b>Question 7.</b></p> <p><i>How much water is being pumped into the Roma and the Olvidene pipelines each day? When will Mccm reach the full allocation of your ground water licences in each place?</i></p>	<p>Commercial in confidence</p>
<p><b>Question 8.</b></p> <p><i>I understand the illegal take of surface water is now going to court? Can you confirm, and when? What is whc defence?</i></p>	<p>This matter is with NRAR.</p>
<p><b>Question 9.</b></p> <p><i>Do you know where the NRAR groundwater investigation into illegal take of groundwater is up to? Have you received a briefer you can provide to us?</i></p>	<p>Matters relating to this NRAR enquiry are ongoing.</p>
<p><b>Question 10.</b></p> <p><i>What are Whitehaven Coal's plans for expansion at Maules Creek?</i></p>	<p>Current approval is for 13Mt.</p>
<p><b>Question 11.</b></p> <p><i>Since sacking your three people from management have you seen a discernible increase in local employment as Mr Flynn outlined was the problem in recruiting locals?</i></p>	<p>We are unaware of alleged "sacking of three people from management".</p> <p>Recruitment for local employees is ongoing however there is increased focus on this.</p>



<p><b>Question 12.</b></p> <p><i>Have you had a positive response to you two recruitment videos about living in Gunnedah?</i></p>	<p>Whitehaven is continuously looking to recruit local people and encourage external applicants to relocate within the region.</p> <p>We have had a positive response in attracting highly skilled candidates to both the Gunnedah and Narrabri regions.</p> <p>It is made clear to candidates that our roles are residential and it is a requirement that they relocate to the region.</p>
<p><b>Question 13.</b></p> <p><i>Is there a reason you did not feature BOGGABRI or Narrabri as good places to live as well?</i></p>	<p>Intention is for the next video to feature Narrabri and Boggabri.</p> <p>The Producer of the last video has met with a representative of Narrabri Shire Council who is open to exploring publicity opportunities.</p> <p>All new candidates are given information about the region which includes Boggabri and Narrabri. Boggabri in particular sparks a lot of interest due to its close vicinity to the mine.</p> <p>Whitehaven allows new employees to stay in the Boggabri camp until they can find accommodation. This gives them a chance to explore the area before they make a decision about where they would like to live.</p>
<p><b>Question 14.</b></p> <p><i>What fire caused the smoke that me flynn said in the media had caused a reduction in production at maules creek?</i></p> <p><b>Questions 15.</b></p> <p><i>Are the rumours true that EPA shut the mine down a number of times since the last CCC due to dust problems? Would this have an impact on production levels??</i></p>	<p>Regional and local bush fires including Mt Kaputar</p> <p>_____</p> <p>No</p>
<p><b>Question 16.</b></p> <p><i>How far north is mccm mining? how much further north is it intending to go?</i></p>	<p>Maules Creek Coal Mine is approved to mine within the Project Disturbance Boundary.</p>
<p><b>Question 17.</b></p> <p><i>what is the source of the little white syrofoam balls found in the water ways? what are they used for?</i></p>	<p>This is under investigation.</p>
<p><b>Question 18.</b></p> <p><i>is mccm clearing any land during 2020? how much and where?</i></p>	<p>Yes clearing will be undertaken as per the approved Maules Creek Coal Mine Mining Operations Plan.</p>
<p><b>Question 19.</b></p> <p><i>Has mccm been given a directive to not clear land this year?</i></p>	<p>No</p>
<p><b>Question 20.</b></p> <p><i>have any koalas been seen or died in the last 12 months?</i></p>	<p>No Koala sightings have been recorded.</p>
<p><b>Question 21.</b></p> <p><i>What happened over summer? were there any shut downs and why?</i></p>	<p>Maules Creek Coal Mine shut down due to local and regional Air Quality events.</p>

<p><b>Question 22.</b></p> <p><i>Could Boggabri Coal and Whitehaven provide figures from their various employment agencies as to how many Boggabri local people have applied and how many have received jobs in the past twelve months? This is easily done by using the postcode for Boggabri 2382.</i></p>	<p>Selection criteria of a preferred candidate is not solely based on Postcode, there are a range of metrics.</p>
<p><b>Question 23.</b></p> <p><i>That both companies give a commitment to advertise once a month in the local green flyer of all job vacancies available.</i></p>	<p>This has been referred to HR team for consideration.</p>
<p><b>Question 24.</b></p> <p><i>"He noticed a security vehicle at Olivedene over the weekend. As a neighbour, is there anything he should be aware of?"</i></p>	<p>Security monitor all our Maules Creek Coal Mine Assets.</p>
<p><b>Question 25.</b></p> <p><i>how did the mine manage during the recent large rainfall events (ie in terms of impacts)?</i></p>	<p>Unfortunately due to the very heavy rainfall, erosion and scouring occurred in some areas. These are in the process of being reshaped.</p>
<p><b>Question 26.</b></p> <p><i>"Around Warner's Rd, he noticed a piped production bore that he thought may be too close to a monitoring bore (within the 400 m threshold). He would appreciate a response on that and whether DPIE Water is fine with that."</i></p>	<p>We believe the infrastructure that is being referred to is the transfer pump, not an extraction bore. Extraction is being carried out at licenced bores.</p>
<p><b>Question 27.</b></p> <p><i>"a request for the Material Safety Data Sheet for the</i></p> <ol style="list-style-type: none"> <li><i>1. dust suppression additive</i></li> <li><i>2. coal washing additive</i></li> </ol>	<p>Provided.</p>

<p><b>Question 28.</b></p> <p><i>Regarding Maules Creek staff, as described at our last CCC meeting:</i></p> <p><i>"General Discussion re the WHC Presentation</i></p> <p><i>JW – With the staff at the Maules site of 600 – does that include contractors?</i></p> <p><i>DS – It doesn't pick up the Biodiversity workers, but the rehab workers would be included in this number. This 600 is a full-time equivalent.</i></p> <p>a. <i>Yes? It does include all contractors?</i></p> <p>b. <i>Exactly what duties are biodiversity and which are rehab?</i></p> <p>c. <i>so if staff are on site they are rehab?</i></p> <p>d. <i>And the offsets are all done by contractors?</i></p> <p>e. <i>and these works not included in the 600 full time equivalent figure?"</i></p>	<p>No</p> <p>Biodiversity team are additional, are offsite and working on the Biodiversity Offsets. The Rehabilitation team are onsite, rehabilitating the dump progression which can be seen as discussed at the last meeting, from Maules Creek.</p> <p>Yes - see point b.</p> <p>No</p> <p>Not sure what is meant by this, however if it is asking if the Contractors doing the Biodiversity works are in the 600 full time equivalents then the answer is no.</p>
<p><b>Question 29.</b></p> <p><i>It would be good to have a presentation on the current situation regarding the impact of the recent 'significant' rain events on the MCC mine operations. Albeit not drought breaking, has MCC been able to harvest/capture surface water.</i></p>	<p>The significant rainfall events have bolstered water stocks on site and in some cases there was spilling of dams.</p> <p>Ongoing rainfall has enabled WaterNSW to lift restrictions on pumping from the Namoi River for High Security Water Users.</p>
<p><b>Question 30.</b></p> <p><i>Is MCC (now) allowed to harvest Namoi river water?</i></p>	<p>Yes</p>
<p><b>Question 31.</b></p> <p><i>Also, what is the current position regarding the modification applications - Proposed Modification 5 and Proposed Modification 6 with the NSW Department of Planning, Industry and Environment.</i></p>	<p>Modifications 5 and 6 have been approved by DPIE.</p>

**12.5 DELEGATES REPORT - WEE WAA LOCAL HEALTH SERVICE ADVISORY COMMITTEE MEETING - 24 FEBRUARY 2020**

**Responsible Officer:** Maxine Booby, Councillor

**Author:** Delece Hartnett, Executive Assistant

**Attachments:** 1. Wee Waa Local Area Health Committee Meeting Minutes - 24 February 2020  

**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

Objective	4.1 We will proactively engage and partner with the community and government to achieve our strategic goals
Strategy	4.1.2 Ensure the community is informed and involved in Council activities through implementing quality consultation

**RECOMMENDATION**

**That Council note the Delegates Report from Cr Booby from the Wee Waa Local Area Health Service Advisory Committee Meeting held on Monday 24 February 2020.**

**DELEGATES REPORT**

The Wee Waa Local Area Health Service Advisory Committee held a Meeting on Monday 24 February 2020.

The Minutes from the meeting are attached.



**Health**  
Hunter New England  
Local Health District

## Minutes of Local Health Committee

**DATE:** 24/02/2020

**VENUE:** Wee Waa Conference Room

**PRESENT:** Trish Scott, Ellen Doolan, Liz Berger, Ron Lowder, Maxine Booby, Anne Weekes, Marika Deacon, Maxine Ambrose



**APOLOGIES:**

**TIME COMMENCED:** 1730

**TIME COMPLETED:** 1830

**MINUTES:** Maxine Ambrose

ITEM NO.	TOPIC	DISCUSSION	ACTION / TIMELINE	RESPONSIBILITY
1.	<u>Present and Apologies</u>			
2.	<u>Declaration of Conflicts of Interest and Confidential Items</u>			
3.	<u>Confirmation of Previous Minutes</u>	..\November 2019\D minutes 25 11 2019.doc	Anne Weekes , Maxine Booby	
4.	<u>Outstanding Actions/Items</u> 4.1 Review of Action List 4.2	R Lowder raised the matter of a dialysis chair at Narrabri or Wee Waa so patients don't have to travel so far	Retiring HSM to investigate.	HSM to discuss with Leonie Garvey, Sharyn Tyter for project and Funding options, discuss with Bronwyn Cosh for ideas.

5.	<p><b><u>Presentations</u></b> <i>[optional heading]</i></p> <p>5.1 Partnering with consumers</p>          <p>5.2 Recruitment</p>          <p>5.3 GP/VMO</p>	<p>J:\..\..\Reports\Feb 2020\ELT Performance Report V1 JAn 2020.pdf</p> <p>J:\Common\2019-2020\M02 Meetings\Narrabri LHC\08 February 2020\2019 Framework for Partnering with consumers Final.pdf</p> <p>J:\Common\2019-2020\M02 Meetings\Narrabri LHC\08 February 2020\Health-Literacy-a-summary-for-consumers.pdf</p> <div style="text-align: center;">   </div> <p>2019 Local Health 2019 Framework for Committee Terms of Partnering with con</p> <p>Local Aboriginal representation required on LHJAC committee for accreditation.</p> <p>Currently recruiting for Clinical Nurse Specialist 2. Current Registered Nurse vacancies recruitment Currently have 4 agency nurses on roster. New 2020 post graduate nurse to commence 30/3/2020 School based Trainee for administration-Zoe Zawada commenced School based trainee Assistant Nurse-Lydia Moon commenced.</p> <p>DR Sivanathan VMO, limited availability, on call for critical incidents and admitting patients.</p>	<p>Flag Pole to be erected by maintenance, contact Mark Coulton to supply flags for hospital, including Australian and Indigenous Australian flags.</p>	HSM
6.	<p><b><u>General Business</u></b> <i>{Items for Discussion}</i></p> <p>6.1</p>	<p>Anne Weekes-Rumours that hospital is closing</p>    <p>Maxine Booby-Concern that hospital does not have</p>	<p>Response by committee-hospital is fully resourced, recruitment for senior nursing staff and VMOs still going ahead.</p>	

		security of doctors. Liz Berger-Welcome Trish Scott and Ellen Doolan to the committee. Ron Lowder- Communication for committee meetings needs to improve.	Reference for LHAC committee shared with new members.  HSM to email minutes and next dates for meetings.	
7.	<b><u>Standing Items</u></b> 7.1			
8.	<b><u>Other Business</u></b> {items not listed on the agenda}			
9.	<b><u>For Information</u></b> 9.1			
10.	<b><u>Next Meeting</u></b> 10.1 The next meeting is scheduled for	Next meeting-Bimonthly to be held on Tuesday 28 <sup>th</sup> April at 5.30pm.		

Confirmed this 24<sup>th</sup> day of February, 2020

Signed by .....Maxine Ambrose.....  
Chairperson



**Health**  
Hunter New England  
Local Health District

*[Insert Committee name here]*

**Action List as at *[insert date including year here]***

Issue and Action	Responsible Officer	Meeting Date	By When	Outcome/Action Completed
<i>[Summarise the action required here.]</i>	<i>[Name the officer/committee member responsible for the action here.]</i>	<i>[Record the meeting date at which the action was agreed here.]</i>	<i>[Record the deadline for the action here.]</i>	<i>{Record whether the action is completed, or if necessary, any interim action pending its completion}</i>



**12.6 TIBBEREENA STREET, NARRABRI - 15 MINUTE PARKING**

**Responsible Officer:** Darren Raeck, Director Infrastructure Delivery

**Author:** Anthony Smetanin, Design Services Manager

**Attachments:** 1. Local Traffic Facilities Committee Report - 25 February 2020  

**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

**Strategy** 4.4.3 Report in a clear, concise manner that is easily understood

**EXECUTIVE SUMMARY**

On 8 July 2019, Narrabri Shire Council received a letter from Watson's Kitchen requesting Council to implement 15 Minute Parking spaces, between the bakery loading dock and the vehicle access to the neighbouring property. A report detailing the results of the investigation and the viability of implementing restricted parking was submitted to the Local Traffic Facilities Committee on 25 February 2020.

The purpose of this report is to present to Council the unanimous decision from the Local Traffic Facilities Committee and the results of the investigation.

**RECOMMENDATION**

1. That Council note the unanimous recommendation from the Local Traffic Facilities Committee: *"That the Local Traffic Facilities Committee recommend that one (1) 15 Minute Parking space be installed along Tibbereena Street, in front of the Watson's Kitchen Express Bakery, between the bakery loading dock and the bakery building northern property boundary."*
2. That Council install appropriate signage and line marking to implement one (1) 15 Minute Parking space along Tibbereena Street, in front of the Watson's Kitchen Express Bakery, between the bakery loading dock and the bakery building northern property boundary, and that Councils Design Services Department continue with obtaining consent from the neighbouring property owner to implement an additional two (2) 15 Minute Parking spaces.

**BACKGROUND**

On 8 July 2019, Narrabri Shire Council received a letter from Watson's Kitchen requesting Council to implement three (3) 15 Minute Parking spaces, between the bakery loading dock and the vehicle access to the neighbouring property.

An investigation was conducted into the viability of implementing 15 Minute Parking at this location, and the results of the report were submitted to the Local Traffic Facilities Committee.

**CURRENT SITUATION**

At the Local Traffic Facilities Committee held Tuesday 25 February 2020, a report was tabled, and the Local Traffic Facilities Committee unanimously agreed;

*“That the Local Traffic Facilities Committee recommend that one (1) 15 Minute Parking space be installed along Tibbereena Street, in front of the Watson’s Kitchen Express Bakery, between the bakery loading dock and the bakery building northern property boundary.”*

A copy of this report to the Local Traffic Facilities Committee has been included as an attachment to this report.

**FINANCIAL IMPLICATIONS**

The cost associated with installing line marking and signposting to implement the 15 Minute Parking space would be approximately \$1,000. Funding for these works would be sourced from the Road Services Departments Line Marking & Signs Budget allocation.

**STATUTORY AND POLICY IMPLICATIONS**

Tibbereena Street forms part of the Newell Highway, with the shoulder/parking areas classified as a Public Road maintained by Narrabri Shire Council. Council has a *“Duty of Care”* obligation to ensure the safety of pedestrians and motorists.

In accordance with the Transport for NSW *“Delegation to Councils for the Regulation of Traffic”* Council is required to seek the advice of the NSW Police and Transport for NSW via the Local Traffic Facilities Committee prior to exercising their delegated function.

**CONSULTATION****External Consultation**

- Local Traffic Facilities Committee (Transport for NSW, and NSW Police).
- Watson’s Kitchen.

**Internal Consultation**

- Road Services Manager.

## LOCAL TRAFFIC COMMITTEE MEETING AGENDA

25 FEBRUARY 2020

**4 REPORTS****4.1 TIBBEREENA STREET, NARRABRI - 15 MINUTE PARKING****Responsible Officer:** Darren Raeck, Director Infrastructure Delivery**Author:** Anthony Smetanin, Design Services Manager**Attachments:** 1. Letter from Watson's Kitchen  **DELIVERY PROGRAM ALIGNMENT****4. Leadership**

**Objective** 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

**Strategy** 4.4.3 Report in a clear, concise manner that is easily understood

**EXECUTIVE SUMMARY**

The purpose of this report is to present to the Local Traffic Facilities Committee, a letter from Watson's Kitchen requesting Council to implement "15 Minute" restricted parking along Tibbereena Street in front of the Express Bakery.

Watsons Kitchen only has 11 metres of frontage to Tibbereena Street (including a vehicle access for a loading dock). At the time of writing this report, Council had not received any supporting letters from the adjoining landowners although this had been requested from the applicant. Therefore, the recommendation is to provide the maximum number of 15 Minute parking spaces, per the request, without impacting on adjoining land owners.

**RECOMMENDATION**

- 1. That the Local Traffic Facilities Committee recommend that one (1) 15 Minute Parking space be installed along Tibbereena Street, in front of the Watson's Kitchen Express Bakery, between the bakery loading dock and the bakery building northern property boundary.**

**BACKGROUND**

On 8 July 2019, Narrabri Shire Council received a letter from Watson's Kitchen requesting Council to implement three (3) 15 Minute Parking spaces, between the bakery loading dock and the vehicle access to the neighbouring property. A copy of this letter has been included with this report.

On 19 July 2019, a Council Officer responded to this letter stating;

*Thank you for the letter in relation to parking in front of Watson's Kitchen express bakery on Tibbereena St and for bringing your concerns to our attention. I have inspected the area of concern and believe that it does warrant further investigation.*

*In order to maintain consistency and maximise parking efficiency in and around the CBD, council cannot impose time limits without a proper study of parking patterns in the area identified. This does take some time (generally a few months) but it allows council to make a considered judgement on the issue and if deemed necessary, present a case to the Local Traffic Committee to consider additional parking controls.*

## LOCAL TRAFFIC COMMITTEE MEETING AGENDA

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*At this stage we will begin regular monitoring of the area in order to get a better understanding of the parking patterns. We will let you know when that is complete and what the findings were.*

On 22 July 2019, further correspondence was provided to Watson's Kitchen, stating;

*Further to our original discussion and after reviewing your letter dated 8 July 2019, the main issue will be the number of spaces you are requesting. Given the width of the building and the location of the loading dock, you only have the length for one on-street parking bay.*

*Typically, we would only assess/approve parking spaces that directly affect the business (i.e. directly in front of the premises). As the additional 2 parking spaces are not located in front of your property, you would be required to seek the consent/agreement with the adjoining property owner.*

*As discussed, we will still need to present this to the Local Traffic Facilities Committee for final approval. However, having a letter of support/consent from the affected adjoining property owner would be beneficial and would help expedite the approval process.*

*Can you please advise if this is something that you are able to obtain and provide to Council, prior to our submission to the Local Traffic Facilities Committee?*

Council Officers contacted Watsons Kitchen on 9 December 2019 and sent further correspondence requesting written support from the neighbouring property owners. However, at the time of writing this report no further information has been submitted to Council.

**CURRENT SITUATION**

The Transport for NSW Guidelines on parking state that;

*"Period restrictions are applied when it is desired to increase turnover of available kerb space in areas of high traffic generation, such as business districts."*

To determine the restrictions which best suit the needs of a particular community, the following information is required;

- *Type of development* – the development is a commercial bakery located on the Newell Highway providing goods and services for the local community and passing traffic.
- *Extent and duration of existing on-street parking facilities* – there are currently no available short-term (restricted) parking spaces for south bound traffic along this section of road.
- *The amount of off-street parking provided* – off-street parking is available approximately 150m from the bakery towards the Tourist Information Centre.
- *Cause of the apparent concentration of parked vehicles* – parking spaces in the surrounding area are currently utilised by employees and owners of local businesses during normal working hours limiting the available parking for customers.
- *Traffic volumes (including fluctuations during weekdays, weekends and seasonal periods)* – the parking bays are located along the Newell Highway which currently has the highest average daily traffic count within Narrabri peaking at just over 10,000 vehicles per day.
- *Rate of turnover of existing kerbside parking space* – the available parking spaces are currently being utilised by a combination of business groups, local residents and through traffic which have vehicles parking from 10 minutes to several hours.

Since receiving the original letter of request, Council Officers have periodically inspected the site and have determined that the on-street parking area immediately in front of the Express Bakery section on Tibbereena Street has a high-turnover of vehicles. The vehicles parking in this area vary in duration from ten (10) minutes to several hours.

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**LOCAL TRAFFIC COMMITTEE MEETING AGENDA****25 FEBRUARY 2020**

The width of the property for the bakery is approximately 11m, which includes the vehicle access for the loading dock. Therefore, the available space in front of this business for parallel parking is only suitable for one vehicle. Any additional spaces for restricted/time-limited parking would require utilising the frontage of neighbouring properties.

Therefore, in the absence of support from affected neighbouring properties, it is recommended that one (1) 15 Minute Parking space be installed along Tibbereena Street, in front of the Watson's Kitchen Express Bakery, between the bakery loading dock and the property boundary.

**FINANCIAL IMPLICATIONS**

Nil – The Local Traffic Facilities Committee does not consider financial implications.

**STATUTORY AND POLICY IMPLICATIONS**

Tibbereena Street forms part of the Newell Highway, with the shoulder/parking areas classified as a Public Road maintained by Narrabri Shire Council. Council has a *"Duty of Care"* obligation to ensure the safety of pedestrians and motorists.

In accordance with the Transport for NSW *"Delegation to Councils for the Regulation of Traffic"* Council is required to seek the advice of the NSW Police and Transport for NSW via the Local Traffic Facilities Committee prior to exercising their delegated function.

## LOCAL TRAFFIC COMMITTEE MEETING AGENDA

25 FEBRUARY 2020



**Watsons Bakery Pty Ltd**  
151 Maitland Street  
Narrabri NSW 2390  
Phone 02 67921366  
Email: [REDACTED]  
ABN: 54169791495

8<sup>th</sup> July 2019

Narrabri Shire Council  
46 – 48 Maitland Street  
Narrabri NSW 2390  
02 67996866

To the General Manager,

As the proprietor of Watsons Kitchen I am writing in regard to an ongoing issue we have with parking in Tibbereena Street.

The focus of late has been with getting business employee's out of parking in Maitland Street, this is great as we need to focus on customer parking, but there is still the issue for some to park as close to their place of employment as possible.

This is where our issue comes in with our express bakery in Tibbereena Street. We find the 3 or 4 parking spaces in front of our business are used as all day parking which makes it difficult for our regular customers to have quick access.

Our request is that the council would consider 3 of these parking spots to be 15 minute parking spaces between our unloading dock and the driveway access to the paid parking area.

If I can answer any questions in regard to this request please contact me Mick Jackson on [REDACTED]

Regards

Michael Jackson

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Version: 1, Version Date: 05/12/2019

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**12.7 SUSPENSION OF ALCOHOL FREE AREA - NARRABRI AFL CARNIVAL**

**Responsible Officer:** Darren Raeck, Director Infrastructure Delivery

**Author:** Anthony Smetanin, Design Services Manager

**Attachments:** Nil

**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

**Strategy** 4.4.3 Report in a clear, concise manner that is easily understood

**EXECUTIVE SUMMARY**

The Narrabri Australian Rules Football Club will be conducting a fundraiser/promotional event at Leitch Oval (No.3 Oval) Narrabri on Saturday 4 April 2020. The purpose of this report is to present to Council a Request for Suspension of Alcohol-Free Zone application from the Crossroads Hotel to serve alcohol at the event.

**RECOMMENDATION**

**That Council suspend the Alcohol-Free Area on Leitch Oval (No.3 Oval), between the hours of 12:00PM to 6:00PM Saturday 4 April 2020, for the purposes of conducting a fundraiser/promotional event for the Narrabri Australian Rules Football Club. The adjacent public road will remain an Alcohol-Free Zone.**

**BACKGROUND**

Council has received a *“Request for Suspension of Alcohol-Free Zone”* application from the Crossroads Hotel on 4 March 2020, requesting a temporary suspension of the Alcohol-Free Area within Leitch Oval (No.3 Oval) Narrabri, for the purposes of conducting a fundraiser/promotional event for the Narrabri Australian Rules Football Club.

All associated administration fees have been paid and a copy of the Crossroads Public Liability Certificate of Currency has been submitted with the lodgement of the application.

**CURRENT SITUATION**

The suspension of the Alcohol-Free Area has been requested from 12:00PM to 6:00PM, Saturday 4 April 2020.

This is the third time this event has been held and is expected to attract between 100-200 people. Security will be provided by the Crossroads Hotel for the duration of the event. The purpose of the event is to help promote the Narrabri Australian Rules Football Club and raise funds for the club.

There were no reported issues with the previous events and Council is encouraged to assist local community groups. Therefore, it is recommended that Council suspend the Alcohol-Free Area on Leitch Oval (No.3 Oval), between the hours of 12:00PM to 6:00PM Saturday 4 April 2020, for the

purposes of conducting a fundraiser/promotional event for the Narrabri Australian Rules Football Club. The adjacent public road will remain an Alcohol-Free Zone.

**FINANCIAL IMPLICATIONS**

Nil.

**STATUTORY AND POLICY IMPLICATIONS**

This proposal is in accordance with Councils Alcohol-Free Public Spaces Policy.

Leitch Oval (No.3 Oval) is a public space area and Council has a duty of care obligation to maintain the safety of the general public.

**CONSULTATION****External Consultation**

- Crossroads Hotel.

**Internal Consultation**

- Parks and Open Spaces section.
- Planning and Environment Department.



**12.8 CROWN RESERVE R1007048 - EULAH CREEK CEMETERY TRUST BOARD - APPOINTMENT OF COUNCIL EX-OFFICIO BOARD MEMBER**

**Responsible Officer:** Lindsay Mason, Director Corporate and Community Services

**Author:** Lindsay Mason, Director Corporate and Community Services

**Attachments:** Nil

**DELIVERY PROGRAM ALIGNMENT****4 Leadership**

**Objective** 4.4 Our strategic goals will be achieved through transparent and accountable planning and reporting

**Strategy** 4.4.2 Ensure effective and sound local governance practice

**EXECUTIVE SUMMARY**

Council at its meeting of 30 October 2018 approved to support the formal appointment of a Reserve Trust for the ongoing management of the Crown Reserve R1007048 – Eulah Creek Cemetery.

**RECOMMENDATION**

**That Council nominate Councillor Cameron Staines to represent the Narrabri Shire Council on the Crown Reserve R1007048 Trust Board of the Eulah Creek Cemetery.**

**BACKGROUND**

Council has written to the Crown Lands Office seeking the Minister's approval for the establishment of Crown Reserve R1007048 Trust Board and the appointment of reserve trust members. Council will be an Ex-Officio member of this board and needs to nominate a representative of Council.

**CURRENT SITUATION**

Council needs to nominate a representative to this Board, it would be pertinent to nominate Cr Cameron Staines, who has experience in the local district, and who has been instrumental in getting the local community operation of this reserve board progressed to this stage. This is the final stage of approval and needs to be completed by the end of March 2020. Once approved, Council will advise Crown Lands accordingly.

**FINANCIAL IMPLICATIONS**

Nil.

**STATUTORY AND POLICY IMPLICATIONS**

Nil.

**CONSULTATION**

**External Consultation**

- Property Services Officer – Crown Lands.

**Internal Consultation**

Nil.

**13 CONFIDENTIAL (CLOSED COUNCIL) MEETING**

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Nil reports.

**14 MEETING CLOSED**

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