

**MINUTES OF NARRABRI SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI  
ON TUESDAY, 27 APRIL 2021 AT 1.04PM**

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

**IN ATTENDANCE:** Stewart Todd (General Manager), Lindsay Mason (Director Corporate and Community Services), Shane Burns (Director Infrastructure Delivery), Delece Hartnett (Minute Clerk), Andrew Brown (Executive Manager Corporate Planning & Workforce)

Proceedings of the meeting commenced at 1.04pm.

**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 Keith Bates of New Life Christian Fellowship, in association with the Narrabri Ministers Fraternal.

**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.

**3 RECOGNITION OF SERVICE MEN & WOMEN**

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Council acknowledges the sacrifice made by Australian service men and women, in particular those who gave their lives in defence of the freedom we enjoy today.

**4 APOLOGIES/GRANTING OF LEAVE OF ABSENCES**

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**MINUTE 051/2021**

Moved: Cr Robert Kneale                      Seconded: Cr Catherine Redding

**That the apology received from Cr Finlay be accepted.**

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

Against: Nil

**CARRIED 7/0**

**NOTE:** Cr Finlay advised Council he would most likely be an apology for today's meeting, he arrived at the meeting at 2.43pm.

**5 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 Redding	12.3 - Inland Rail Conference 2021	Non-Pecuniary	Property acquisition by Inland Rail.

**6 ITEMS TO BE CONSIDERED IN THE CONFIDENTIAL (PUBLIC EXCLUDED) MEETING****MINUTE 052/2021**

Moved: Cr Ron Campey                      Seconded: Cr Maxine Booby

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

- 14.1 Northern NSW Inland Port - Utility Provision**
- 14.2 Crushing and Screening of Concrete, Brick and Tile Contract**
- 14.3 Sale of Industrial Land - Lot 3 DP1178374 - 66-74 Francis Street Narrabri 2390**
- 14.4 2021 National Volunteer Week**

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

Against: Nil

**CARRIED 7/0**

**7 PRESENTATIONS**

Presentation requests received to date:

Nil.

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**8 CONFIRMATION OF MINUTES**

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**MINUTE 053/2021**

Moved: Cr Robert Kneale                      Seconded: Cr Cameron Staines

**That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 23 March 2021 comprising Minute Nos 040/2021 to 050/2021 as circularised be confirmed and signed as a correct record by the Mayor.**

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

Against:        Nil

**CARRIED 7/0**

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**9 MAYORAL MINUTE**

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**9.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR MARCH/APRIL 2021****MINUTE 054/2021**

Moved: Mayor Ron Campbell

**That Council note the Mayoral Appointments for the period March/April 2021.**

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

Against:        Nil

**CARRIED 7/0**

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**10 OUR SOCIETY**

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Nil reports.

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**11 OUR ENVIRONMENT**

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**11.1 NARRABRI FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN VOLUME 1: SUPPLEMENTARY FLOOD STUDY – NAMOI RIVER, MULGATE CREEK AND LONG GULLY ADDENDUM 1 – FEBRUARY 2020 VALIDATION****MINUTE 055/2021**

Moved: Cr Annie McMahon      Seconded: Cr Robert Kneale

- 1. That Council endorse the Draft Narrabri Floodplain Risk Management Study and Plan Volume 1: Supplementary Flood Study – Namoi River, Mulgate Creek and Long Gully Addendum 1 – February 2020 Validation for the purposes of public exhibition.**
- 2. That Council place on public exhibition the Draft Narrabri Floodplain Risk Management Study and Plan Volume 1: Supplementary Flood Study – Namoi River, Mulgate Creek and Long Gully Addendum 1 – February 2020 Validation for a period of at least 28 days, during the exhibition period call for and accept submissions from the public on the draft Policy.**

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

Against:      Nil

**CARRIED 7/0**

**12 OUR ECONOMY****12.1 COMMUNITY ARTS CULTURAL CENTRE PROJECT - 22 GEORGE STREET, WEE WAA****MINUTE 056/2021**

Moved: Cr Maxine Booby                      Seconded: Cr Annie McMahon

- 1. That Council undertakes an internal renovation and lease the property commonly known as 'Wee Waa Neighbourhood Centre' at 22 George Street, Wee Waa being Lot 2 DP 1080143, That Council:**
  - a. Enter into a Sub-funding Deed with Wee Waa Community Arts Cultural Centre, to receive Construction Works Grant of \$168,000.00 (gst exc), for the internal renovation in accordance with the Scope of Works.**
  - b. Engage a licenced builder to undertake the internal renovation in accordance with the Scope of Works and as directed.**
  - c. Grant a Lease to the Wee Waa Community Arts Cultural Centre, being:**
    - i. Permitted Use - activities associated with cultural and artistic development of the community.**
    - ii. Initial Term – 3 years with no options.**
    - iii. Rent - \$1.00 per annum**
    - iv. Rates – nil charge**
    - v. Outgoings – lessee responsibility**
- 2. That Council authorise the General Manager to sign all necessary documents to give effect to the transaction.**

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

Against:        Nil

**CARRIED 7/0**

**12.2 NARRABRI REGION TOURISM DESTINATION MANAGEMENT PLAN 2020-2025****MINUTE 057/2021**

Moved: Cr Annie McMahon      Seconded: Cr Maxine Booby

- 1. That Council endorse the draft Narrabri Region Tourism Destination Management Plan 2021-2025 for the purposes of public exhibition.**
- 2. That Council place on public exhibition the draft Narrabri Region Tourism Destination Management Plan 2021-2025 for a period of at least 28 days, during the exhibition period call for and accept submissions from the public on the draft Plan.**

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

Against:      Nil

**CARRIED 7/0**

Cr Redding declared a non-pecuniary significant interest in relation to item 12.3 – Inland Rail Conference 2021, due to a land acquisition by Inland Rail and was not present at or in sight of the meeting during the consideration of the item.

**12.3 INLAND RAIL CONFERENCE 2021****MINUTE 058/2021**

Moved: Cr Cameron Staines      Seconded: Cr Maxine Booby

- 1. That Council approve Councillor attendance, being the Mayor and Deputy Mayor, to attend Inland Rail Conference 2021 to be held in Albury-Wodonga on 25 – 27 May 2021.**

In Favour:      Crs Ron Campbell, Cameron Staines, Maxine Booby, Ron Campey, Robert Kneale.

Against:      Cr Annie McMahon

**CARRIED 5/1**

At 1:50 pm, Cr Catherine Redding returned to the meeting.

**MINUTE 059/2021**

Moved: Cr Cameron Staines      Seconded: Cr Ron Campey

**2. That Council confirm the Council Meeting Schedule as follows:****a. Extra-Ordinary Council Meeting:**

- i. Tuesday 18 May 2021 commencing at 1.00pm, for primarily dealing with Council's Integrated Planning and Reporting documents for the ensuing financial year.

**b. Ordinary Council Meetings:**

- i. Monday 24 May 2021 commencing at 1.00pm.
- ii. Friday 25 June 2021 commencing at 1.00pm.
- iii. Tuesday 27 July 2021 commencing at 1.00pm.
- iv. Tuesday 24 August 2021 commencing at 1.00pm.
- v. Tuesday 28 September 2021 commencing at 1.00pm.

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

Against: Nil

**CARRIED 7/0**

**13 OUR CIVIC LEADERSHIP****13.1 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE****MINUTE 060/2021**

Moved: Cr Robert Kneale      Seconded: Cr Catherine Redding

**1. That Council note the Minutes of the Audit, Risk and Improvement Committee meeting held on 17 March 2021.**

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

Against: Nil

**CARRIED 7/0**

**13.2 DELEGATES REPORT - BOGGABRI COAL COMMUNITY CONSULTATIVE COMMITTEE MEETING - 18 FEBRUARY 2021****MINUTE 061/2021**

Moved: Cr Robert Kneale                      Seconded: Cr Catherine Redding

- 1. That Council note Cr Kneale's Delegates Report from the Boggabri Coal Community Consultative Committee held on Thursday 18 February 2021.**

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

Against: Nil

**CARRIED 7/0**

**13.3 DELEGATES REPORT - MEDICAL PROFESSIONALS HOUSING COMMITTEE MEETING, WEE WAA - 18 MARCH 2021****MINUTE 062/2021**

Moved: Cr Maxine Booby                      Seconded: Cr Annie McMahon

- 1. That Council note Cr Booby's Delegates Report from the Medical Professionals Housing Committee Meeting held on Thursday 18 March 2021.**

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

Against: Nil

**CARRIED 7/0**

**13.4 INVESTMENT REPORT - MARCH 2021****MINUTE 063/2021**

Moved: Cr Robert Kneale                      Seconded: Cr Maxine Booby

- 1. That Council note the Investment Report for March 2021.**

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

Against: Nil

**CARRIED 7/0**



**13.5 DEBT RECOVERY POLICY****MINUTE 064/2021**

Moved: Cr Ron Campey                      Seconded: Cr Robert Kneale

- 1. That Council endorse the draft Debt Recovery Policy for the purposes of public exhibition.**
- 2. That Council place on public exhibition the Debt Recovery Policy for a period of at least 28 days, during the exhibition period call for and accept submissions from the public on the draft Policy.**

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

Against:        Nil

**CARRIED 7/0**

**13.6 ORGANISATIONAL STRUCTURE****MINUTE 065/2021**

Moved: Cr Cameron Staines              Seconded: Cr Annie McMahon

- 1. That Council determine the positions of:**
  - a. Director Infrastructure Delivery.**
  - b. Director Corporate and Community Services; and**
  - c. Director Planning, Strategy and People.**

**to be Senior Staff positions as per section 332 of the Local Government Act 1993.**

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

Against:        Nil

**CARRIED 7/0**

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**14 CONFIDENTIAL (CLOSED COUNCIL) MEETING**

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**MINUTE 066/2021**

Moved: Cr Cameron Staines      Seconded: Cr Ron Campey

**That at 2.31pm 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:**

**14.1 Northern NSW Inland Port - Utility Provision**

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.

**14.2 Crushing and Screening of Concrete, Brick and Tile Contract**

This matter is considered to be confidential under Section 10A(2) - (d)(i) and (d)(ii) 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 and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

**14.3 Sale of Industrial Land - Lot 3 DP1178374 - 66-74 Francis Street Narrabri 2390**

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.

**14.4 2021 National Volunteer Week**

This matter is considered to be confidential under Section 10A(2) - (a) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with personnel matters concerning particular individuals (other than councillors).

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

Against: Nil

**CARRIED 7/0**

At 2:43 pm, Cr Lloyd Finlay arrived at the meeting.

At 2:52 pm, Cr Cameron Staines left the meeting.

At 2:54 pm, Cr Cameron Staines returned to the meeting.

**14.1 NORTHERN NSW INLAND PORT - UTILITY PROVISION****MINUTE 067/2021**

Moved: Cr Maxine Booby                      Seconded: Cr Ron Campey

- 1. That Council purchase the 286 megalitre Water Access Licence for the amount identified in this report.**
- 2. That Council apply its Common Seal to any necessary documents relating to this purchase.**
- 3. That Council confirm the extent of the use of the town water supply licence parameters within its supply strategy.**

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

Against:        Nil

**CARRIED 8/0**

**14.2 CRUSHING AND SCREENING OF CONCRETE, BRICK AND TILE CONTRACT****MINUTE 068/2021**

Moved: Cr Ron Campey                      Seconded: Cr Annie McMahon

- 1. That Council after assessing the tenders submitted to Northern Inland Regional Waste (NIRW) in accordance with the criteria specified in the tender documents, and having regard to all the circumstances, accept the tender submission from GCE Contractors for Crushing and Screening of Concrete, Brick and Tiles, from December 2020 to December 2022 with a further one (1) year option, at an estimated/budgeted annual spend of between \$30,000 to \$50,000.**

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

Against:        Nil

**CARRIED 8/0**

**14.3 SALE OF INDUSTRIAL LAND - LOT 3 DP1178374 - 66-74 FRANCIS STREET NARRABRI 2390****MINUTE 069/2021**

Moved: Cr Cameron Staines      Seconded: Cr Ron Campey

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

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

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

Against: Nil

**CARRIED 8/0**

**14.4 2021 NATIONAL VOLUNTEER WEEK****MINUTE 070/2021**

Moved: Cr Maxine Booby      Seconded: Cr Catherine Redding

**COUNCIL HAS TEMPORARILY WITHHELD RESOLUTIONS 1, (a), (b) and (c); 2 and 3 FOR THIS MATTER under Section 10A(2) of the Local Government Act 1993, for the following reasons:**

- (a) Personnel matters concerning particular individuals (other than Councillors).**

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

Against: Nil

**CARRIED 8/0**

**MINUTE 071/2021**

Moved: Cr Cameron Staines      Seconded: Cr Robert Kneale

**That at 3.14pm Council move out of Closed (Public Excluded) Meeting and that the resolutions from the Closed (Public Excluded) Meeting be read out to those present by the Chair of the Meeting or their nominee.**

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

Against:      Nil

**CARRIED 8/0**

**15      MEETING CLOSED**

The Meeting closed at 3.17pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting to be held on 24 May 2021.

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**CHAIRPERSON**