

**MINUTES OF NARRABRI SHIRE COUNCIL  
EXTRAORDINARY COUNCIL MEETING  
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI  
ON TUESDAY, 15 FEBRUARY 2022 AT 1.00PM**

**PRESENT:** Cr Ron Campbell, Cr Catherine Redding, Cr Greg Lamont, Cr Robert Browning, Cr John Clements, Cr Lisa Richardson, Cr Rohan Boehm, Cr Brett Dickinson, Cr Darrell Tiemens

**IN ATTENDANCE:** Robert Ball (Acting General Manager), Lindsay Mason (Director Corporate and Community Services), Andrew Brown (Director Planning, Strategy and People), Sandra Smith (Minute Clerk)

**1 OPENING PRAYER**

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Members and officers were upstanding for the opening prayer by the Mayor.

**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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Nil

**5 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.

COUNCILLOR	ITEM NUMBER	PECUNIARY/ NON-PECUNIARY	REASON
Cr Redding	8.1	Non-Pecuniary	Impacted by Inland Rail property purchase

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

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Nil.

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**MAYORAL MINUTE**

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**MM MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR FEBRUARY 2022**

Section 351 of the *Local Government Act 1993* holds that if the position of General Manager of the Council is vacant or the holder of such a position is suspended from duty, sick or absent, Council may appoint a person to the position temporarily.

As a result of the General Manager being on leave, Mr Robert Ball was requested by the Mayor to fulfil the position of Acting General Manager and formally accepted this position effective from 28 January 2022.

It is envisaged that Mr Ball will be engaged for a period of 3 weeks until the return of the General Manager.

In order to satisfy the statutory requirements of the *Local Government Act 1993*, Council is now required to ratify the action of appointing Mr Ball to the position of Acting General Manager effective from 28 January 2022.

**MINUTE 009/2022**

Moved: Cr Ron Campbell

**1. That Council:**

- a. Appoints Mr Robert Ball as Acting General Manager of Narrabri Shire Council from Monday, 31 January 2022 until Friday, 18 February 2022;**
- b. Authorises the Mayor to negotiate and sign a contract of engagement with Mr Robert Ball;**
- c. Delegates to the Mayor the authority to sign an instrument of delegation to Mr Robert Ball in the same terms as the Council's delegations to the General Manager.**

**CARRIED**

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**7 OUR SOCIETY**

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**7.1 NOTICE OF MOTION - PUBLIC INTERESTS DISCLOSURE POLICY****MINUTE 010/2022**

Moved: Cr Greg Lamont                      Seconded: Cr John Clements

**That the General Manager submit a report to the 22<sup>nd</sup> February 2022 Ordinary meeting on the current Council policy on Public Interest Disclosures by staff, former staff, community, current and former Councillors, focussing on procedures for reporting, protection of the individual reporting and protocols for dealing with these reports in accordance with the Public Interest Disclosures Act 1994 (PIDS).**

**CARRIED**

At 1:31 pm, Cr Catherine Redding left the meeting.

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**8 OUR ECONOMY**

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**8.1 NOTICE OF MOTION - INLAND RAIL****MINUTE 011/2022**

Moved: Cr John Clements                      Seconded: Cr Robert Browning

**That the General Manager present the documentation relating to a prior Minute No. 006/2021 on Inland Rail from the Council meeting on the 27<sup>th</sup> of January 2021 to the March Ordinary Council Meeting.**

**(Note that this documentation is to include any correspondence to the Commonwealth government, State government and to the project managers of the inland rail project and any correspondence, internal discussion or relevant documentation relating to discussions of support or concerns by Council over the current route selection through Narrabri.)**

**CARRIED**

At 1:42 pm, Cr Catherine Redding returned to the meeting.

**8.2 NOTICE OF MOTION - SPECIAL ACTIVATION PRECINCT****MINUTE 012/2022**

Moved: Cr Rohan Boehm                      Seconded: Cr John Clements

**That a report be brought before 22 March 2022 Ordinary Meeting regarding the establishment of a Committee of Council for the Special Activation Precinct (SAP) on the options and draft terms of reference.**

**CARRIED**

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**9 OUR CIVIC LEADERSHIP**

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**9.1 NOTICE OF MOTION - REINSTATE COMMITTEES OF COUNCIL****MINUTE 013/2022**

Moved: Cr John Clements                      Seconded: Cr Greg Lamont

**That the General Manager provide a report to the Ordinary meeting on 22<sup>nd</sup> March 2022 to re-establish the Committees of Council decision making process with recommendations on the terms of reference options for these committees with a view to endorsing the terms of reference at the March Ordinary Meeting.**

**CARRIED**

**9.2 NOTICE OF MOTION - USE OF IPAD TECHNOLOGY BY COUNCILLORS****MINUTE 014/2022**

Moved: Cr Rohan Boehm                      Seconded: Cr John Clements

**THAT**

- (i) That the General Manager provide a report to the 22<sup>nd</sup> March 2022 Ordinary meeting detailing the following:- the details of how emails and other Council documents are auto-archived for the purposes of complying with any legal requirements and details of all relevant legislation and other responsibilities that are relevant to this. Also, that offsite backup and protection from tampering be detailed in the report.
- (ii) That the General Manager present a report outlining a new or existing Policy for approval or modification on proposed protocols that would need to be observed to allow access to auto-archived material. This should include penalties for access outside of the finalised policy.
- (iii) That the General Manager provide a report to each Ordinary Meeting of Council detailing the number of accesses to auto-archived material that have been undertaken, by whom and the reason for access, ensuring process that excludes any detail in reports that could identify an individual.

**CARRIED**

**SUSPENSION OF STANDING ORDERS TO MOVE INTO CLOSED COUNCIL****MINUTE 015/2022**

Moved: Cr Ron Campbell                      Seconded: Cr John Clements

**That Council suspend standing orders to move into Closed Council at 2:16pm to discuss item 9.3.**

**CARRIED**

**CHANGE TO STANDING ORDERS TO MOVE INTO COMMITTEE OF THE WHOLE****MINUTE 016/2022**

Moved: Cr John Clements                      Seconded: Cr Greg Lamont

**That Council move into Committee of the Whole at 2.23pm to discuss Item 9.3.**

**CARRIED**

**RESUMPTION OF STANDING ORDERS TO MOVE INTO OPEN COUNCIL****MINUTE 017/2022**

Moved: Cr John Clements                      Seconded: Cr Brett Dickinson

**That Council resume standing orders at 2.55pm to move into Open Council.**

**CARRIED**

**9.3 NOTICE OF MOTION - APPOINTMENT OF INTERIM GENERAL MANAGER****MINUTE 018/2022**

Moved: Cr John Clements                      Seconded: Cr Darrell Tiemens

**That the Mayor's explanation of the process he undertook to seek advice from the Office of Local Government (OLG) regarding the General Manager taking special leave for three weeks, and the appointment of an interim General Manager from 28 January 2022 be noted.**

**CARRIED**

**9.4 NOTICE OF MOTION - REVIEW GENERAL MANAGER'S CONTRACT OF EMPLOYMENT****MINUTE 019/2022**

Moved: Cr John Clements                      Seconded: Cr Rohan Boehm

**That the Council move into Committee of the Whole in a closed session to allow examination of the current General Managers contract for the purposes of Councillors' knowledge and this is to include the performance management process, any bonus scheme or other support payments.**

**CARRIED**

**RESUMPTION OF STANDING ORDERS TO MOVE INTO OPEN COUNCIL****MINUTE 020/2022**

Moved: Cr Darrell Tiemens                      Seconded: Cr Lisa Richardson

**That Council resume standing orders to move into Open Council at 4:00 PM.**

**CARRIED**

**10 MEETING CLOSED**

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The Meeting closed at 4:00pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Meeting of the Narrabri Shire Council to be held on 22 February 2022.

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**CHAIRPERSON**