

**MINUTES OF NARRABRI SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE NARRABRI SHIRE COUNCIL CHAMBERS, 46-48 MAITLAND STREET, NARRABRI
ON TUESDAY, 27 SEPTEMBER 2022 AT 1.00PM**

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

IN ATTENDANCE: Rob Williams (General Manager), Donna Ausling (Director Planning and Strategy), Eloise Chaplain (Director Infrastructure Delivery), Andrew Brown (Director Corporate and Community Services), Jason Townsend (Manager Governance and Risk), Kira Goodhew (Minute Clerk)

PUBLIC FORUM

1. Drinda Luckensmeyer on Item 13.2; and
2. Elizabeth Panton on Item 13.2.

Proceedings of the meeting commenced at 1:11 pm.

1 OPENING PRAYER

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

2 ACKNOWLEDGEMENT OF COUNTRY

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

3 RECOGNITION OF SERVICE MEN & WOMEN

Council acknowledged 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

Nil.

5 DECLARATION OF PECUNIARY AND NON- PECUNIARY INTERESTS

COUNCILLOR	ITEM NUMBER	PECUNIARY/ NON-PECUNIARY	REASON
Cr Lamont	13.7	Pecuniary	Currently has an application for a Construction Certificate with Council that is listed in the report.
	13.17	Pecuniary	Executive Officer of Mining and Energy Related Councils Association NSW
Cr Tiemens	15.2	Non-Significant Non-Pecuniary	Past member of Narrabri Aero Club

6 MATTERS OF GREAT URGENCY

Nil reports.

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

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

17.1 Writing off Debts to Council

8 PRESENTATIONS

Presentations made to Council:

1. Nil.

9 CONFIRMATION OF MINUTES**MINUTE 290/2022**

Moved: Cr John Clements Seconded: Cr Darrell Tiemens

- 1. That the minutes of Ordinary Meeting of the Narrabri Shire Council held on 23 August 2022 as circularised be confirmed and signed as a correct record by the Mayor.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

MINUTE 291/2022

Moved: Cr John Clements Seconded: Cr Robert Browning

- 1. That the minutes of Extraordinary Council Meeting of the Narrabri Shire Council held on 20 September 2022 as circularised be confirmed and signed as a correct record by Crs Catherine Redding and Greg Lamont.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

10 MATTERS OF GREAT URGENCY

Nil reports.

11 QUESTIONS WITH NOTICE

Nil reports.

12 MAYORAL MINUTE

12.1 MAYORAL MINUTE - MAYORAL APPOINTMENTS FOR AUGUST/SEPTEMBER 2022**MINUTE 292/2022**

Moved: Cr Ron Campbell

- 1. That Council note the Mayoral appointments for the period 18 August 2022 to 19 September 2022.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13 OUR CIVIC LEADERSHIP**13.1 NOTICE OF MOTION - ROADS****MINUTE 293/2022**

Moved: Cr John Clements Seconded: Cr Lisa Richardson

- 1. That NSC investigate and report on the following;**
 - a. Road repair and construction workforce adequacy.**
 - b. Adequacy of current plant and equipment to the capacity to repair and maintain our roads.**
 - c. Adequacy of current arrangements with external contractors as far a support for the repair and maintenance of NSC roads.**
 - d. A full list of culverts in need of repair or upgrade to concrete base.**
 - e. The current state of all negotiations with state disaster recovery funding processes.**
 - f. Funds held currently for road repair.**

- 2. That Council fully supports and recognises the efforts of staff in this area.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.2 NOTICE OF MOTION - SPECIAL ACTIVATION PRECINCT**MINUTE 294/2022**

Moved: Cr Darrell Tiemens Seconded: Cr Lisa Richardson

- 1. That Council reaffirms its support for the Special Activation Precinct (SAP) project and undertakes to continue working closely with experts across federal, state and local government as well as the private sector, to ensure that Narrabri Shire residents are the beneficiaries of the planned future growth in our Shire.**
- 2. That Council resolves to wholeheartedly thank both the federal and state governments, on behalf of the Narrabri Shire Community, for their commitment to our Shire during the early phases of the SAP development. That Council welcomes ongoing engagement and consultation in relation to the SAP.**
- 3. That Council note the excellent group of work done to date, including the recent Enquiry by Design exercise, and looks forward to working with the experts to ensure that we achieve the best outcomes for our Shire.**

In Favour: Crs Ron Campbell, Catherine Redding, Brett Dickinson, Lisa Richardson and Darrell Tiemens

Against: Crs Rohan Boehm, Robert Browning, John Clements and Greg Lamont

CARRIED 5/4

13.3 CREATION OF THE OFFICE OF DEPUTY MAYOR**MINUTE 295/2022**

Moved: Cr Catherine Redding Seconded: Cr Lisa Richardson

1. That Council create the Office of Deputy Mayor.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

MINUTE 296/2022

Moved: Cr Catherine Redding Seconded: Cr Rohan Boehm

1. That Council set the term of the Office of Deputy Mayor as 12 months.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

MINUTE 297/2022

Moved: Cr Catherine Redding Seconded: Cr Brett Dickinson

1. That Council elect the Deputy Mayor by way of open voting, if more than one (1) nomination for Deputy Mayor is received.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

Cr Campbell vacated the Chair, the time being 2:17pm.

The General Manager assumed the role of Returning Officer.

The Returning Officer received two (2) nominations for the Office of Deputy Mayor, that being for Cr Clements and Cr Tiemens.

The Returning Officer then conducted the election for Deputy Mayor via open voting. The results of the election were:

Cr Clements: 4 votes (Crs Rohan Boehm, Robert Browning, John Clements and Greg Lamont)

Cr Tiemens: 5 votes (Crs Ron Campbell, Brett Dickinson, Catherine Redding, Lisa Richardson, and Darrell Tiemens)

Cr Tiemens was declared Deputy Mayor for the period to September 2023.

Cr Campbell assumed chairpersonship of the Meeting.

13.4 ANNUAL APPOINTMENT OF COUNCIL DELEGATES

MINUTE 298/2022

Moved: Cr Rohan Boehm Seconded: Cr Ron Campbell

1. **That Council reappoints current committee delegates for up until the Ordinary Council Meeting to be held in September 2023.**
2. **That Cr Darrell Tiemens be appointed delegate to the North West Weeds Committee and that Cr Rohan Boehm be appointed alternate delegate.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.5 INVESTMENT REPORT - AUGUST 2022

MINUTE 299/2022

Moved: Cr Rohan Boehm Seconded: Cr John Clements

1. **That Council note the Investment Report for August 2022.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.6 INFRASTRUCTURE DELIVERY STATUS REPORT - SEPTEMBER 2022**MINUTE 300/2022**

Moved: Cr John Clements Seconded: Cr Darrell Tiemens

1. That Council receive and note the Infrastructure Delivery Status Report – September 2022.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

At 2:40pm, Cr Lamont left the meeting after declaring a pecuniary interest due to having an application for a Construction Certificate with Council in relation to Item 13.7, and was not present at or in sight of the meeting during the consideration of the item.

13.7 PLANNING AND DEVELOPMENT SERVICES REPORT - AUGUST 2022**MINUTE 301/2022**

Moved: Cr Lisa Richardson Seconded: Cr Darrell Tiemens

1. That Council receive and note the Planning and Development Services report for the month of August 2022.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 8/0

At 2:47pm, Cr Greg Lamont returned to the meeting.

13.8 RESOLUTIONS REGISTER - AUGUST TO SEPTEMBER 2022**MINUTE 302/2022**

Moved: Cr Rohan Boehm Seconded: Cr Lisa Richardson

- 1. That Council receive and note the outstanding Resolutions Register as at 19 September 2022.**
- 2. That Council receive and note the completed Resolutions Register as at 19 September 2022.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.9 LOG OF AUTO-ARCHIVE ACCESS**MINUTE 303/2022**

Moved: Cr John Clements Seconded: Cr Catherine Redding

- 1. That Council note the Log of Auto-Archive report.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.10 DELEGATIONS POLICY - FOR ADOPTION**MINUTE 304/2022**

Moved: Cr John Clements Seconded: Cr Lisa Richardson

- 1. That Council adopt the Delegations Policy as attached to this report.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.11 RECOVERY OF COSTS ORDERS IN LITIGATION POLICY - FOR ADOPTION**MINUTE 305/2022**

Moved: Cr Darrell Tiemens Seconded: Cr Rohan Boehm

- 1. That Council adopt the Recovery of Costs Orders in Litigation Policy as attached to this report.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.12 LEGISLATIVE COMPLIANCE POLICY - FOR ADOPTION**MINUTE 306/2022**

Moved: Cr John Clements Seconded: Cr Catherine Redding

- 1. That Council adopt the Legislative Compliance Policy as attached to this report.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.13 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS POLICY - FOR ADOPTION**MINUTE 307/2022**

Moved: Cr Catherine Redding Seconded: Cr Robert Browning

- 1. That Council adopt the Payment of Expenses and Provision of Facilities to Councillors Policy as attached to this report.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

Item - 13.14 Determination of Organisational Structure – was deferred to be considered later in the meeting.

13.15 NARRABRI SHIRE COUNCIL CODE OF MEETING PRACTICE 2022

MINUTE 308/2022

Moved: Cr Greg Lamont Seconded: Cr Brett Dickinson

- 1. That Council adopt Narrabri Shire Council's Code of Meeting Practice 2022, as attached.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

13.16 MEMBERSHIP REQUIREMENTS FOR AUDIT, RISK AND IMPROVEMENT COMMITTEES

MINUTE 309/2022

Moved: Cr Greg Lamont Seconded: Cr Rohan Boehm

- 1. That Council note the membership requirements for audit, risk and improvement committees as outlined by the Office of Local Government via Circular 22-21 and its attachment as attached to this report.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

At 3:19pm, Cr Greg Lamont left the meeting after declaring a pecuniary interest due to being the Executive Officer for the Mining and Energy Related Councils Association NSW in relation to Item 13.17, and was not present at or in sight of the meeting during the consideration of the item.

13.17 MEMBERSHIP - MINING AND ENERGY RELATED COUNCILS NSW ASSOCIATION**MINUTE 310/2022**

Moved: Cr John Clements Seconded: Cr Rohan Boehm

- 1. That Council agrees to not re-join the Mining and Energy Related Councils NSW Association.**

In Favour: Crs Rohan Boehm, Robert Browning, John Clements and Brett Dickinson

Against: Crs Ron Campbell, Catherine Redding, Lisa Richardson and Darrell Tiemens

The voting being equal; the Mayor exercised a casting vote against the motion.

The motion was then lost.

EQUAL

At 3:38 pm, Cr Brett Dickinson left the meeting.

At 3:39pm, Cr Greg Lamont returned to the meeting.

At 3:40 pm, Cr Brett Dickinson returned to the meeting.

13.18 DONATION IN LIEU OF ORDINARY RATES 2022/2023 - SUPPLEMENTARY**MINUTE 311/2022**

Moved: Cr John Clements Seconded: Cr Catherine Redding

- 1. That Council authorise the amount totalling \$4,643.04 to be donated to Boggabri Home for the Aged Incorporated in this report in accordance with the Donations in Lieu of Ordinary Rates Policy and section 356 of the Local Government Act 1993.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

SUSPENSION OF STANDING ORDERS**MINUTE 312/2022**

Moved: Cr Ron Campbell

1. That Council suspend standing orders for a break.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

The Council suspended standing orders, the time being 3:41pm.

RESUMPTION OF STANDING ORDERS**MINUTE 313/2022**

Moved: Cr Ron Campbell

1. That Council resume standing orders.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

The Council resumed standing orders, the time being 3:55pm.

14 OUR SOCIETY

14.1 COUNCIL LIBRARY DELEGATE TO ATTEND NSW PUBLIC LIBRARY CONFERENCE**MINUTE 314/2022**

Moved: Cr Catherine Redding Seconded: Cr Darrell Tiemens

1. That Council:

- (a) Receive and note the Report.**
- (b) Authorise the attendance of Cr Catherine Redding at the NSW Public Libraries Association (NSWPLA) 2022 SWITCH Conference.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

15 OUR ENVIRONMENT

15.1 DRAFT NARRABRI FLOODPLAIN RISK MANAGEMENT STUDY AND PLAN**MINUTE 315/2022**

Moved: Cr Brett Dickinson Seconded: Cr Catherine Redding

- 1. That Council endorse the Draft Narrabri Floodplain Risk Management Study and Plan for the purposes of public exhibition.**
- 2. That Council place on public exhibition the Draft Narrabri Floodplain Risk Management Study and Plan for a period of at least 60 days and during the exhibition period call for and accept submissions from the public on the draft Plan.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

15.2 PROPOSED LEASES TO NAMOI AERO CLUB**MINUTE 316/2022**

Moved: Cr John Clements Seconded: Cr Catherine Redding

1. That Council enter into a lease agreement with Namoi Aero Club for Three (3) x Five (5) year sequential leases for Lot 535 DP813537 and part Lot 2 DP1218270, as identified in Attachment 1.
2. That Council enter into a lease agreement with Namoi Aero Club for Three (3) x Five (5) year sequential leases for Lot 532 DP800635, as identified in Attachment 2.
3. That Council delegate authority to the General Manager to enter into the lease agreements and execute relevant documentation.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

16 OUR ECONOMY

Nil reports.

17 CONFIDENTIAL (CLOSED COUNCIL) MEETING**MINUTE 317/2022**

Moved: Cr Brett Dickinson Seconded: Cr Catherine Redding

That 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:

17.1 Writing off Debts to Council

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, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

Council moved into Closed Meeting, the time being 4:04pm.

17.1 WRITING OFF DEBTS TO COUNCIL

MINUTE 318/2022

Moved: Cr John Clements Seconded: Cr Rohan Boehm

1. That Council write off the following debtor accounts due to them being assessed as either uncollectable or uneconomical to pursue:

Account Reference	Amount
100233	\$6,807.00
100734	\$5,488.56
TOTAL	\$12,295.56

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

MOVE INTO COMMITTEE OF THE WHOLE**MINUTE 319/2022**

Moved: Cr Rohan Boehm Seconded: Cr Brett Dickinson

1. That Council suspend standing orders and move into Closed Committee of the Whole.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

The Council moved into Closed Committee of the Whole, the time being 4:19.

MOVE OUT OF COMMITTEE OF THE WHOLE**MINUTE 320/2022**

Moved: Cr John Clements Seconded: Cr Rohan Boehm

1. That Council resume standing orders and move out of Committee of the Whole.

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

The Council moved out of Closed Committee of the Whole, the time being 4:40.

MINUTE 321/2022

Moved: Cr John Clements Seconded: Cr Rohan Boehm

- 1. That 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, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

The Meeting resumed open Council, the time being 4:40pm.

13.14 DETERMINATION OF ORGANISATIONAL STRUCTURE**MINUTE 322/2022**

Moved: Cr Lisa Richardson Seconded: Cr Greg Lamont

- 1. That Council determine the Organisation Structure to be as per the structure attached at Attachment 1; and**
- 2. That Council determine the following positions to be senior staff positions in accordance with section 332 of the *Local Government Act 1993*:**
 - (a) Director Infrastructure Delivery;**
 - (b) Director Corporate and Commercial Services; and**
 - (c) Director Planning and Sustainability.**
- 3. That this resolution will take effect at 11:59pm on 11 October 2022.**

In Favour: Crs Ron Campbell, Catherine Redding, Rohan Boehm, Robert Browning, John Clements, Brett Dickinson, Greg Lamont, Lisa Richardson and Darrell Tiemens

Against: Nil

CARRIED 9/0

18 MEETING CLOSED

The Meeting closed at 4:41pm.

The minutes of this meeting are scheduled to be confirmed at the Ordinary Council Meeting to be held on 18 October 2022.

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CHAIRPERSON