Glen Innes Severn Ordinary Council Meeting 27 JULY 2023





GLEN INNES SEVERN COUNCIL

ORDINARY MEETING OF COUNCIL MINUTES

From the meeting held at the Glen Innes Severn Learning Centre, William Gardner Conference Room, Grey Street, Glen Innes on:
Thursday, 27 July 2023 at 9.00am

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COMMUNITY CONSULTATION

No community members addressed Council.

PRESENT: Cr Rob Banham (Mayor), Cr Troy Arandale (Deputy Mayor), Cr Tim Alt, Cr Lara Gresham, Cr Jack Parry, Cr Andrew Parsons and Cr Carol Sparks.

IN ATTENDANCE: Mr Bernard Smith (General Manager), Mr Keith Appleby (Director of Infrastructure Services), Mrs Gayleen Burley (Director of Place and Growth), Mr Peter Sayers (Acting Director of Corporate and Community Services), Mr Shageer Mohammed (Chief Financial Officer) and Mrs Debbie Duffell (Executive Assistant (Mayor and General Manager)).

OPENED: 9.00am.

The Mayor read the following statement regarding video and audio recording of the Council Meeting:

"This Council Meeting is being streamed live, recorded and published in accordance with Council's Live Streaming of Council Meetings Policy. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so.

To those present in the gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published.

Anyone who is invited to speak during the meeting will be recorded and their voice, image and comments will form part of the live stream and recording.

All speakers are requested to ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms.

The Chair and/or the General Manager have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.

Thank you."

The Mayor read the following statement of ethical obligations:

"Councillors are reminded that they remain bound by the Oath/Affirmation of Office made at the start of the Council term to undertake their civic duties in the best interests of the people of the Glen Innes Severn Local Government Area and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the *Local Government Act 1993* or any other Act, to the best of their skill and judgement.

Councillors are also reminded of the requirement for disclosure of conflicts of interest in relation to items listed for consideration on the Agenda or which are considered at this meeting in accordance with the Code of Conduct and Code of Meeting Practice."

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following "Acknowledgement to Country":

"I acknowledge the Ngoorabul people as the traditional custodians of this land and pay my respect to the Elders past, present and emerging. I also extend that respect to Aboriginal and Torres Strait Islander people here today."

The Mayor acknowledged the passing of former Mayor of Glen Innes Municipal Council, Bob Dwyer, and paid his respects.

2 OPENING WITH PRAYER

Lance Jackson opened the Meeting with a prayer.

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

No apologies were given as all Councillors were in attendance.

4 MINUTES OF PREVIOUS ORDINARY MEETING - 22 JUNE 2023 TO BE CONFIRMED

Moved Cr L Gresham S

Seconded Cr A Parsons

1.07/23 RESOLUTION

That the Minutes of the Ordinary Meeting of the Council held on 22 June 2023, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

5 DISCLOSURES OF CONFLICT OF INTERESTS

There were no disclosures of Conflict of Interests / Pecuniary and Non-Pecuniary Interests.

6 MAYORAL MINUTE

There was no Mayoral Minute.

7 REPORTS TO COUNCIL

7.1 Resolution Tracking Report

REPORT FROM: GENERAL MANAGER'S OFFICE

Author: Debbie Duffell - Executive Assistant (Mayor and General

Manager)

Moved Cr A Parsons Seconded Cr T Alt

2.07/23 RESOLUTION

That the information contained within this report be received and noted.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

7.2 Local Government NSW Annual Conference 2023

REPORT FROM: GENERAL MANAGER'S OFFICE

Author: Debbie Duffell - Executive Assistant (Mayor and General

Manager)

Moved Cr J Parry

Seconded Cr L Gresham

3.07/23 RESOLUTION

THAT Council:

- 1. Nominates Councillors Alt and Arandale to attend the 2023 Local Government NSW Annual Conference, which is being held at the Rosehill Gardens Racecourse from Sunday, 12 November 2023 until Tuesday, 14 November 2023, in addition to the Mayor and the General Manager.
- 2. Determines whether it would like to submit any motions in accordance with the requirements listed in Annexure A of this report and that Councillors wishing to propose any motions forward any proposed motions to the General Manager by Friday, 15 September 2023.

Against

CARRIED

A division was called for, voting on which was as follows:

For

Cr R Banham Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.3 Annual Review of Agency Information Guide

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Dennis McIntyre - Manager of Governance, Risk and

Corporate Planning

Moved Cr A Parsons

Seconded Cr J Parry

4.07/23 RESOLUTION

That Council adopts the revised Agency Information Guide.

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.4 Revised Complaints Management Policy

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Dennis McIntyre - Manager of Governance, Risk and

Corporate Planning

Moved Cr T Alt

Seconded Cr A Parsons

5.07/23 RESOLUTION

THAT Council:

- 1. Approves the public exhibition of the revised Complaints Management Policy for 28 days from Thursday, 3 August 2023, until Wednesday, 30 August 2023.
- 2. Displays the revised Complaints Management Policy on Council's website and makes it available for viewing at the following locations:
 - Council's Town Hall Office;
 - · Council's Church Street Office; and
 - the Post Offices at Deepwater, Emmaville and Glencoe.
- 3. Requests the Manager Governance, Risk and Corporate Planning to prepare a further report to Council after the exhibition period, in the event of Council receiving any significant submissions regarding the Complaints Management Policy; otherwise, that the Complaints Management Policy be adopted by Council.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

7.5 Audit, Risk and Improvement Committee - Report and Minutes

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Dennis McIntyre - Manager of Governance, Risk and

Nil

Corporate Planning

Moved Cr J Parry Seconded Cr C Sparks

6.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.6 Capital Project Revotes as at 30 June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Fiona O'Brien - Management Accountant

Moved Cr T Alt

Seconded Cr L Gresham

7.07/23 RESOLUTION

That Council endorses the following Capital projects to be revoted from the 2022/2023 Financial Year into the 2023/2024 Financial Year with the required funding adjustments be offset from reserves:

1.	7112C23 - Kerb and Gutter Installation – Railway Street	\$40,000
2.	7113C23 - Kerb and Gutter Installation – Hunter Street	\$30,000
3.	7116C23 - Infrastructure Backlog Projects	\$300,000
4.	7117C23 - Signage Upgrades	\$71,649
5.	7118C23 - Public Art Projects	\$50,000
6.	7127C23 - Airport Runway Renewals	\$1,000,000
7.	7131C23 - Pathway - Indoor Sports Stadium to High School	\$266,466

8.	7166C23 - Stronger Country Communities Anzac Park	\$600,000			
9.					
10.	\$50,000				
11.	5				
12.	12. 7143C23 - Unsealed Roads Re-sheeting – Bullock Mtn Road				
13.	7144C23 - Unsealed Roads Re-sheeting – Haymarket Road	\$120,000			
14.	7054C22 - Quarry Development – Wattle Vale	\$74,225			
15.	7004C22 - Unsealed Roads Re-sheeting – Ilparran Road	\$132,992			
16.	7005C22 - Unsealed Roads Re-sheeting – Jenkins Road	\$75,154			
17.	7006C22 - Unsealed Roads Re-sheeting – Ten Mile Road	\$385,000			
TOT	AL REVOTES 2023-2024	\$4,015,556			
CAF	RRIED				
A di	vision was called for, voting on which was as follows:				
For	Against				
	R Banham Nil				
	T Arandale				
_	T Alt				
_	L Gresham				
	J Parry				
Cr A Parsons					
Cr	Cr C Sparks				
Th -	The division was declared CARRIED by 7 votes to 0				
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7.7 Capital Budget Adjustments as at 30 June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Fiona O'Brien - Management Accountant

Moved Cr T Alt Seconded Cr J Parry		
8.07/23 RESOLUTION		
That Council adopts the following capital project revised budgets:		
CAPITAL PROJECT NO./DESCRIPTION	BUDGET	
7013C21 Local Bridges - Bridge Renewal Program	\$1,834,939	
7001C21 Safer Roads Grant	\$210,570	
7029C22 Upgrade Signage	\$8,351	
7030C22 Upgrade Electricity Dumaresq Street Industrial Estate	\$283,446	
7002C22 Roads of Strategic Importance - Council Contribution	\$58,563	
7038C22 Footpath Renewal	\$8,678	
7035C22 Heavy Patching Program	\$315,151	
7001C22 Safer Roads Grant	\$1,611,020	
7045C22 Fixing Local Roads	\$967,829	

7003C22 Local Roads and Community Infrastructure Grant Phase 3 \$117,622 7056C22 Indoor Sports Stadium \$605,000 7084C22 Regional Roads Block Grant \$776,768 7100C22 Water Mains Renewal \$301,532 709CR2 Unsealed Roads Re-sheeting \$430,990 7010CR2 Fixing Country Bridges \$- 7106C23 5315 Tent Hill Road, Bark Hut Creek \$- 710RC23 5320 Tent Hill Road, Bark Hut Creek \$- 710RC23 5340 Wentworth St over Rocky Ponds Creek \$1,000,000 7190C23 5170 Furracabad Rd over Furracabad Creek \$1,000,000 7190C23 1eawy Patching Program \$1,006,194 7117C23 Leawy Patching Program \$1,000,000 712CC23 Replacement of Anzac Park Playground equipment \$- 7002C23 Roads of Strategic Importance \$5,541,437 7126C23 Local Roads and Community Infrastructure Grant \$5,541,437 7136C23 Skate Park redevelopment and new shared pathways \$3,200,000 7136C23 Skate Park redevelopment and new shared pathways \$3,41,816 7136C23 Skate Park redevelopment and new shared pathways \$31,236 7137C23 Skate Park redevelopment should be stronger Country Communities Round 5 - OSH Sunshade \$3,000 <			<u> </u>
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For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.8 Capital Works Program Progress Report as at 30 June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Fiona O'Brien - Management Accountant

Moved Cr T Alt Seconded Cr A Parsons

9.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham
Cr T Arandale
Nil

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

7.9 Investment Report June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Amy Watson - Financial Accountant

Moved Cr C Sparks

Seconded Cr A Parsons

10.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.10 Borrowings Report as at 30 June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Amy Watson Financial Accountant

Moved Cr A Parsons Seconded Cr L Gresham

11.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

Shageer Mohammed left the meeting at 9.27am.

7.11 Review of Equal Employment Opportunity Management Plan

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Peter Sayers - Manager of Administration and Human

Resources

Motion Moved Cr A Parsons Seconded Cr T Alt

That Council adopts the revised Equal Employment Opportunity Management Plan.

After discussion, the above motion was withdrawn by the Mover and the Seconder.

Moved Cr T Arandale

Seconded Cr T Alt

12.07/23 RESOLUTION

That the revised Equal Employment Opportunity Management Plan be presented to a Councillor Workshop for further discussion prior to consideration by Council.

CARRIED

A division was called for, voting on which was as follows:

For

Against

Cr R Banham

Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared carried by 7 votes to 0.

7.12 Workplace Injury Management Report as at 30 June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Ann Blunt - WHS Co-ordinator

Moved Cr A Parsons

Seconded Cr J Parry

13.07/23 RESOLUTION

That Council notes the information contained in this report.

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.13 Glen Innes Severn Library Quarterly Report - April, May, June 2023

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Kerry Byrne - Manager of Library / Learning Centre

Nil

Moved Cr A Parsons Seconded Cr T/Alt

14.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

7.14 Glen Innes Indoor Stadium - Proposed Discount on 2023/24 and 2024/25 Fees and Charges

REPORT FROM: PLACE AND GROWTH

Author: Gayleen Burley - Director of Place and Growth

Moved Cr T Alt

Seconded Cr T Arandale

15.07/23 RESOLUTION

That Council continues to offer discounted fees relating to Hire of Court per Hour (Competition) and Hire of Court per Hour (Training) at the Glen Innes Indoor Stadium for local sports association over the next two years:

- 2023/24 discount of 40%; and
- 2024/25 discount of 20%.

CARRIED

A division was called for, voting on which was as follows:

For

Against

Cr R Banham

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.15 Amended Companion Animal Registration Fees 2023/2024

REPORT FROM: \ PLACE AND GROWTH

Author: Vanessa Holloway - Technical Support Officer

Moved Cr A Parsons

Seconded Cr T Arandale

16.07/23 RESOLUTION

That Council notes the updated pricing for the Companion Animal Registration fees as issued by the Office of Local Government and makes the necessary adjustments to the Glen Innes Severn Council Operational Plan and Budget 2023/2024.

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

7.16 Development Assessment Report: April 2023 - June 2023

REPORT FROM: PLACE AND GROWTH

Author: Vanessa Holloway - Technical Support Officer

Moved Cr A Parsons Seconded Cr L Gresham

17.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham
Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

8 NOTICES OF MOTIONS (INCLUDING RESCISSION MOTIONS) / QUESTIONS WITH NOTICE

Nil

There were no notices of motions, rescission motions or questions with notice.

9 CORRESPONDENCE, MINUTES, PRESS RELEASES

9.1 Correspondence and Press Releases

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Jeff Carroll - Records Supervisor

Moved Cr T Arandale Seconded Cr L Gresham

18.07/23 RESOLUTION

That Council notes the information contained in this report

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Níl

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

9.2 Minutes of Council Community Committee Meetings for Information

REPORT FROM: CORPORATE AND COMMUNITY SERVICES

Author: Jeff Carroll - Records Supervisor

Moved Cr L Gresham Seconded Cr A Parsons

19.07/23 **RESOLUTION**

That Council notes the information contained in this report.

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

Minutes of Non-Council Community Committees for 9.3 **Information**

CORPORATE AND COMMUNITY SERVICES REPORT FROM:

Jeff Carroll - Records Supervisor Author:

Moved Cr T Arandale Seconded Cr L Gresham

20.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Nil

Cr R Banham Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

10 REPORTS FROM DELEGATES

10.1 Reports from Delegates

REPORT FROM: GENERAL MANAGER'S OFFICE

Author: Debbie Duffell - Executive Assistant (Mayor and General

Manager)

Moved Cr C Sparks

Seconded Cr A Parsons

21.07/23 RESOLUTION

That Council notes the information contained in this report

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

11 MATTERS OF AN URGENT NATURE

Moved Cr A Parsons Seconded Cr J Parry

22.07/23 RESOLUTION

That Council considers as a matter of urgent nature, the confidential report titled "Purchase of Property" under Confidential Matters.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

12 CONFIDENTIAL MATTERS

Moved Cr A Parsons Seconded Cr T Arandale

23.07/23 RESOLUTION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the *Local Government Act 1993*:

Item	Report	Reason
12.1	Project Jigsaw Implementation Update	(d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.
12.2	Sale of 23 Bourke Street, Deepwater	(d) (i) commercial information of a confidential nature that would if disclosed prejudice the commercial position of the person who supplied it.
12.3	Purchase of Property	(d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

CARRIED

A division was called for, voting on which was as follows:

Cr R Banham
Cr T Arandale
Cr T Alt
Cr L Gresham
Cr J Parry
Cr A Parsons
Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

All members of the public left the room and the live streaming of the Meeting was paused at 9.44am.

12.1 Project Jigsaw Implementation Update

REPORT FROM: CORPORATE AND COMMUNITY SERVICES
Author: Kathryn Claxton - Executive Assistant (DCCS)

Moved Cr A Parsons Seconded Cr T Arandale

24.07/23 RESOLUTION

That Council notes the information contained in this report.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

12.2 Sale of 23 Bourke Street, Deepwater

REPORT FROM: INFRASTRUCTURE SERVICES

Author: David Hunt - Manager of Asset Services

Moved Cr L Gresham Seconded Cr T Alt

25.07/23 **RESOLUTION**

That Council authorises a general offer for sale of land described as Lot 32 Deposited Plan 978853 at 23 Bourke Street, Deepwater at a listing price of \$95,000 through Highlands Real Estate.

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

12.3 Purchase of Property

REPORT FROM: GENERAL MANAGER'S OFFICE Author: Bernard Smith – General Manager

Moved Cr T Alt Seconded Cr T Arandale

26.07/23 RESOLUTION

That Council authorises the General Manager to enter into negotiations for the purchase of the described property.

Nil

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr R Banham

Cr J Parry

Cr A Parsons

Cr C Sparks

Moved Cr T Arandale

Seconded Cr L Gresham

27.07/23 RESOLUTION

That Council moves out of Closed Council into Open Council.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

The live streaming of the Meeting resumed at 10.15am.

The General Manager read out the Confidential Closed Resolutions relating to Items 12.1, 12.2 and 12.3 as listed above.

Moved Cr A Parsons Seconded Cr T Arandale

28.07/23 **RESOLUTION**

That the confidential Closed Council Resolutions be recommended for adoption to the Ordinary Meeting of the Whole of Council.

CARRIED

A division was called for, voting on which was as follows:

For Against

Cr R Banham Nil

Cr T Arandale

Cr T Alt

Cr L Gresham

Cr J Parry

Cr A Parsons

Cr C Sparks

The division was declared CARRIED by 7 votes to 0.

The Meeting closed at 10.15am.