



DRAFT

**MINUTES
ORDINARY MEETING OF COUNCIL**

held on
WEDNESDAY, 14 FEBRUARY 2018

PRESENT

Councillors Craig Davies (Mayor and Chair), Dawn Collins (Deputy Mayor), James Craft, Trudy Everingham, Colin Hamilton, Lyn Jablonski, Les Lambert, Mark Munro, Mrs Jane Redden (General Manager); Mr John Sevil (Director Finance & Corporate Strategy); Mr Mick Bell (Acting Director Infrastructure & Engineering Services); Mr Guy Marchant (Acting Director Community & Regulatory Services); Mr Phil Johnston (Executive Manager Economic Development); Mrs Marion Truscott (Executive Manager Corporate Governance); and Mrs Lesley-Ann Roberts (Minute Secretary).

IN ATTENDANCE

Mr Ashley Albury (Department of Premier and Cabinet).

WELCOME

The Chair welcomed those present and declared the meeting open at 5.30 pm.

Special welcome was given to Ashley Albury from Department of Premier and Cabinet who attended the meeting to answer any queries relating to the General Managers Report, Item 5 – Establishment of Joint Organisation.

Special thanks and congratulations was given to Guy Marchant (Acting Director Community and Regulatory Services) and Rowena Burke (Executive Assistant, Community and Regulatory Services) for their efforts in the Council Chambers upgrade.

PRAYER

The prayer was taken by Cr Les Lambert.

ACKNOWLEDGEMENT OF COUNTRY

The Acknowledgement of Country was made by Cr Davies.

APOLOGIES

RESOLVED Crs Lambert/Craft that the apology of Cr McCutcheon be accepted. **2018/001**

CONFIRMATION OF MINUTES

RESOLVED Crs Craft/Collins that the Minutes of the Ordinary Meeting held on 13 December 2017 be adopted as a true and correct record of the meeting. **2018/002**

MAYORAL MINUTE**1. MAYORAL DIARY**

RESOLVED Crs Collins/Munro that the information be noted.

2018/003**2. DEPUTY MAYORAL DIARY**

RESOLVED Crs Lambert/Jablonski that the information be noted.

2018/004**3. OROC BOARD MEETING – DECEMBER 2017**

RESOLVED Crs Collins/Munro that the information be noted.

2018/005**DECLARATION/CONFLICTS OF INTEREST**

- Cr Mark Munro declared a pecuniary interest in Community and Regulatory Services, Item 1, Development Approvals, as he has an approved development application in the report.

COMMITTEES REPORT**1. REPORT OF THE LOCAL TRAFFIC COMMITTEE**

RESOLVED Crs Collins/Lambert that the report of the Local Traffic Committee and the recommendations from the Minutes of 4 December 2017 be adopted.

2018/006**2. REPORT OF THE AUSTRALIA DAY COMMITTEE**

RESOLVED Crs Lambert/Munro that the report of the Australia Day Committee and the recommendations from the minutes of 11 December 2017 and 15 January 2018 be adopted.

2018/007

GENERAL MANAGER'S REPORT**1. PROPOSED COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT GUIDE**

RESOLVED Crs Craft/Lambert that the information be noted.

2018/008

2. PROPOSED MODEL CODE OF MEETING PRACTICE

RESOLVED Crs Craft/Munro that the information be noted.

2018/009

3. HALF YEARLY PROGRESS REPORT ON DELIVERY PROGRAM TO 31 DECEMBER 2017

RESOLVED Crs Lambert/Jablonski that Council endorse the attached Six Monthly Progress Report on the Delivery Program to 31 December 2017.

2018/010

It was noted that the Macquarie Regional Library conducts story time three times a week.

4. CLASSIFICATION OF PUBLIC LAND AS OPERATIONAL

RESOLVED Crs Lambert/Munro that Lot 59 DP 755131 be classified as operational land in accordance with Sections 31 and 34 of the Local Government Act 1993.

2018/011

5. ESTABLISHMENT OF JOINT ORGANISATION

RESOLVED Crs Lambert/Munro in accordance with Part 7 of Chapter 12 of the *Local Government Act 1993 (Act)*, Narromine Shire Council resolves:-

1. That the Council inform the Minister for Local Government (**Minister**) of the Council's endorsement of the Minister recommending to the Governor the establishment of a Joint Organisation (**Joint Organisation**) in accordance with this resolution.
2. To approve the inclusion of Narromine Shire Council's area in the Joint Organisation's area.
3. That the Joint Organisation be established to cover Narromine Shire Council's area and any one or more of the following Council areas:-
Dubbo Regional Council; Midwestern Regional Council; Bogan Shire Council; Walgett Shire Council; Warren Shire Council; Brewarrina Shire Council; Warrumbungle Shire Council; Cobar Shire Council; Coonamble Shire Council; Gilgandra Shire Council and Bourke Shire Council.

GENERAL MANAGER'S REPORT Cont'd.

5. ESTABLISHMENT OF JOINT ORGANISATION Cont'd.

4. That before 28 February 2018, the General Manager provide the Minister with a copy of this resolution including the date on which Council made this resolution.
5. That on the expiry of a period of 28 days from the making of this resolution, the General Manager inform the Minister that this resolution has not been rescinded.

2018/012

Ashley Albury left the meeting room at the conclusion of this item.

5. INTERNAL AUDIT COMMITTEE CHARTER

It was moved Crs Craft/Munro that Council:-

1. Adopt the attached draft Internal Audit Committee Charter
2. Appoint its Councillor delegate (excluding the Mayor)

Cr Lambert was nominated as the Councillor delegate by Crs Collins/Jablonski with Cr Lambert accepting the nomination.

Cr Craft was nominated as the Councillor delegate by Crs Hamilton/Munro. Cr Craft accepted the nomination, with Cr Lambert withdrawing his acceptance.

The motion with the inclusion of Cr Craft as Council's appointed delegate to the Internal Audit Committee was put to the **vote** and **Carried**.

2018/013

6. FLYING FLAG POLICY

RESOLVED Crs Lambert/Collins that the attached Flag Flying Policy be adopted.

2018/014

7. RECORDS MANAGEMENT POLICY

RESOLVED Crs Craft/Collins that the attached Records Management Policy be made an internal policy.

2018/015

GENERAL MANAGER'S REPORT Cont'd.

8. ORANA ARTS INC

RESOLVED Crs Lambert/Collins that Council:

1. Pay the financial contribution for the 2017/2018 year being \$8,241.00
2. Invite the Executive Officer of Orana Arts Inc. to make a presentation to Council on the proposed three year Memorandum of Understanding and the merits of Council remaining a financial contributor to the organisation.

2018/016

9. SERVICE NSW EASY TO DO BUSINESS PROGRAM

RESOLVED Crs Collins/Munro that the information be noted.

2018/017

10. WORK HEALTH AND SAFETY POLICY

RESOLVED Crs Craft/Everingham that the attached Work Health and Safety Policy be adopted.

2018/018

FINANCE AND CORPORATE STRATEGY REPORT

1. INVESTMENT REPORT AS AT 31 DECEMBER 2017

RESOLVED Crs Lambert/Craft:

1. That the report regarding Council's Investment Portfolio be received and noted;
2. That the certification of the Responsible Accounting Officer is noted and the report adopted.

2018/019

FINANCE AND CORPORATE STRATEGY REPORT Cont'd.

2. INVESTMENT REPORT AS AT 31 JANUARY 2018

RESOLVED Crs Lambert/Munro:

1. That the report regarding Council's Investment Portfolio be received and noted;
2. That the certification of the Responsible Accounting Officer is noted and the report adopted.

2018/020

3. QUARTERLY BUDGET REVIEW STATEMENT – 31 DECEMBER 2017

RESOLVED Crs Lambert/Everingham:

1. That the document entitled "Quarterly Budget Review Statement – December 2017", as attached to the report, be noted;
2. That the variations of income, operating expenditure, capital expenditure and reserves as identified in the "Quarterly Budget Review Statement – December 2017" be approved and voted.

2018/021

COMMUNITY AND REGULATORY SERVICES REPORT

Cr Munro declared a pecuniary interest in Item 1, Development Approvals as he has an approved development application in the report and left the meeting room at 6.23 pm.

1. DEVELOPMENT APPROVALS

RESOLVED Crs Craft/Jablonski that the information be noted.

2018/022

Cr Munro returned to the meeting room at 6.25 pm

2. WASTE EDUCATION PLAN 2017-2018 UPDATE

RESOLVED Crs Lambert/Craft that the information be noted.

2018/023

COMMUNITY AND REGULATORY SERVICES REPORT Cont'd.

3. LEASE OF PART 37 BURROWAY STREET BUILDING

RESOLVED Crs Lambert/Hamilton:

- a) That the General Manager approve the Lease of the middle section of the building at 37 Burroway Street Narromine to the Peak Hill Aboriginal Medical Service Inc under delegated authority.

- b) That exclusive use of the area only be given to the Lessee for the one week each month as noted in the Lease, and Council reserve the right to allow casual hiring/leasing of the area when not being leased to the Peak Hill Aboriginal Medical Service.

2018/024

4. NEW FEES AND CHARGES

RESOLVED Crs Collins/Munro that Council adopt the following fees and charges for Trangie Showground and Racecourse and the Fees and Charges Register be updated accordingly:

- (a) Use of facilities plus arena for horse training classes per day \$150 inc. GST; If stables are used in conjunction with the classes, per day \$50 inc. GST;

- (b) Hire of Stables -
Nightly charge up to 3 nights per stall per night \$13.50 inc. GST;
Weekly rate or more than 4 nights per stall per night \$9.50 inc. GST;
Cattle yards per pen per week \$10 inc. GST.

2018/025

INFRASTRUCTURE AND ENGINEERING SERVICES REPORT

1. MONTHLY WORKS REPORT

RESOLVED Crs Lambert/Collins that the information be noted.

2018/026

INFRASTRUCTURE AND ENGINEERING SERVICES REPORT Cont'd.

1. NEW FEES AND CHARGES – NARROMINE SPORTS CENTRE

RESOLVED Crs Lambert/Collins that Council set the following fees for Narromine Sport and Fitness Centre to be placed on public exhibition for 28 days following which submissions, if any, be reported back to Council for consideration and final adoption:

- Gymnasium use for personal training or coaching/hour \$20 inclusive GST;
- Individual stadium entry \$3 inclusive GST;
- Individual stadium entry (seniors – must show seniors or pensioners card) \$2.50 inclusive GST;
- Stadium hire/hour (commercial business) \$50 inclusive GST;
- Stadium hire/hour (not for profit or community group) \$40 inclusive GST
- After school sporting program (6 weeks) per child \$50 inclusive GST
- After school sporting program (single class) per child \$10 inclusive GST

2018/027

2. UPDATE ON REDEVELOPMENT OF TRANGIE SPORTING FIELDS PROJECT

RESOLVED Crs Collins/Munro that the information be noted.

2018/028

3. NATIONAL ASSET MANAGEMENT ASSESSMENT FRAMEWORK (NAMAF)

RESOLVED Crs Lambert/Collins that the information be noted.

2018/029

2. INLAND RAIL – PROPOSED CLOSURE OF LEVEL CROSSINGS

RESOLVED Crs Craft/Jablonski that Council defer any decisions regarding the request from ARTC until:

1. Evidence of community consultation by ARTC and feedback has been received;
2. ARTC provide Council with details of how the ARTC plan to manage changes to routes for emergency access, bus routes, agricultural commodities and gravel haulage, and the traffic management of road-trains (and other restricted access vehicles) that may need to turn around at the termination point of these roads.
3. Due to the acceptance of the Eastern Route for Inland Rail, all crossings on roads north of Narwonah Siding, will not be considered for closure or adjustment.

2018/030

CORRESPONDENCE REPORT

1. NARROMINE CANCER SUPPORT GROUP

RESOLVED Crs Collins/Craft that the information be noted.

2018/031

There being no further business, the meeting closed at 6.52 pm.

The Minutes (pages 1 to 10) were confirmed at a meeting held on the
day of _____ 2018, and are a full and
accurate record of proceedings of the meeting held on 14 February 2018.

Chair