



MEETING MINUTES

ORDINARY MEETING

Tuesday, 22 October 2024

Commencing at 9:00 AM

**Walgett Shire Council Chambers
77 Fox Street, Walgett**

1. OPENING OF MEETING

The Mayor declared the meeting opened at 9:17am

2. ACKNOWLEDGEMENT OF COUNTRY

Read aloud by the Mayor:

In the spirit of reconciliation Walgett Shire Council acknowledges the Traditional Custodians of country in Walgett Shire and their connections to land, water and community. We pay our respect to their Elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

3. INTRODUCTION OF MEMBERS PRESENT**Our Councillors**

Mayor Jasen Ramien
Deputy Mayor Greg Rummery
Councillor Scott Bailey
Councillor Jo Coleman
Councillor Michael Cooke (via audiovisual link)
Councillor Pauline Kearl
Councillor Jane Keir OAM
Councillor Alf Seaton
Councillor Daniel Walford

Staff

General Manager - Megan Dixon
Director Infrastructure & Compliance - Kazi Mahmud
Director of People, Place and Livability - Carisa Wells
Chief Financial Officer - Ernest Mhande
Special Projects - (Governance, Risk & HR) - Andrew Brown
Communications & Engagement - Katherine Matts
Minute Taker - Sherisse Fensom

3.1. ATTENDANCE OF MEETING VIA AUDIO-VISUAL LINK**R-13-10-2024 MOTION**

RESOLVED ON MOTION BY: Deputy Mayor Rummery

SECONDED BY: Councillor Keir

That Council approve the attendance of Councillor Cooke via audio-visual link.

Carried

4. APOLOGIES

Nil

5. DECLARATION OF INTEREST

Councillor	Item Number	Pecuniary / Non Pecuniary	Reason
Jasen Ramien	11.20	Non Pecuniary	Family Business
Jane Keir	11.20	Non Pecuniary	Family Business

6. ADOPTION AND CONFIRMATION OF MINUTES OF PREVIOUS MEETING

6.1. CONFIRMATION OF MINUTES FROM PREVIOUS MEETINGS

R-2-10-2024 MOTION

RESOLVED ON MOTION BY: Deputy Mayor Rummery

SECONDED BY: Councillor Walford

That the minutes from the:

- 1) Ordinary Meeting 27 August 2024 having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings of this meeting.
- 2) Extraordinary Meeting 10 September 2024 having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings of this meeting.
- 3) Extraordinary Meeting 8 October 2024 having been circulated, be taken as read and confirmed as a true and accurate record of the proceedings of this meeting.

Carried

7. MAYORAL MINUTE

Nil

8. MAYORAL MONTHLY REPORT

8.1. MAYORAL ACTIVITIES FOR OCTOBER 2024

R-1-10-2024 MOTION

RESOLVED ON MOTION BY: Deputy Mayor Rummery

SECONDED BY: Councillor Coleman

That the Mayoral Report for October 2024 be received and noted.

Carried

9. REPORTS OF COMMITTEE/DELEGATES

Nil

10. CORRESPONDENCE, PETITIONS & ADVOCACY

Nil

11. REPORTS FROM OFFICERS

11.1. DELEGATES, REPRESENTATIVES AND/OR MEMBERS OF EXTERNAL BODIES

R-8-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Seaton**SECONDED BY:** Deputy Mayor Rummery

1. That Council appoint its delegates for each of the listed Committees/Organisations with terms extending until September 2026 for the following:

- Big Sky Libraries
- Kamilaroi Highway Group
- Outback Arts Incorporated
- Far North West JO (Mayor only)
- Western Division Councils of NSW
- Alliance of Western Councils
- Murray-Darling Basin Advisory
- Border Region Organisations of Councils (BROC) (Mayor + 1 alternate)
- Barwon Darling Customer Advisory Group (1 Councillor + 1 alternate)

2. That Council discontinue their membership with the Australian Airport Association

3. That Council discontinue their membership with the Mining Related Councils

Carried

11.2. LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2024

R-9-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Keir**SECONDED BY:** Councillor Kearl

That Council nominate two Councillors and the General Manager to attend the Local Government NSW Annual Conference, and approve the attendance of any additional interested Councillors.

Carried

11.3. ELECTION OF MEMBERS TO CASTLEREAGH MACQUARIE COUNTY COUNCIL

R-10-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Keir**SECONDED BY:** Deputy Mayor Rummery

That Council

1. Conduct an election of two (2) Councillors to the Castlereagh Macquarie County Council for the period from September 2024 until the next Local Government Election, currently September 2028; and

2. Note that in accordance with the Local Government (General) Regulations 2021, the General Manager is the Returning Officer for the election.

**Councillor Cooke and Deputy Mayor Rummery Elected*

Carried

11.4. CLOSEDOWN OF COUNCIL ADMINISTRATION OFFICES OVER THE 2024/2025 FESTIVE SEASON

R-11-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Kearl**SECONDED BY:** Councillor Bailey

That Council approve the closure of the office building and non-essential services from midday on 23rd December 2024, with services resuming on 2nd January 2025

Carried

11.5. REVIEW OF ORDINARY COUNCIL MEETING DATES AND TIMES 2024/2025

R-12-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Bailey**SECONDED BY:** Councillor Walford

1. That Council set the dates, times, and locations for its Ordinary Council Meetings from November 2024 to September 2025 as outlined below:

- a. Tuesday, 26 November 2024 at 10:00 am, Lightning Ridge Council Office
- b. Tuesday, 17 December 2024 at 10:00 am, Walgett Shire Council Chamber
- c. Tuesday, 25 February 2025 at 10:00 am, Lightning Ridge Council Office
- d. Tuesday, 25 March 2025 at 10:00 am, Walgett Shire Council Chamber
- e. Tuesday, 22 April 2025 at 10:00 am, Walgett Shire Council Chamber
- f. Tuesday, 27 May 2025 at 10:00 am, Lightning Ridge Council Office
- g. Tuesday, 24 June 2025 at 10:00 am, Walgett Shire Council Chamber
- h. Tuesday, 22 July 2025 at 11:00 am, Carinda Community Hall
- i. Tuesday, 26 August 2025 at 10:00 am, Walgett Shire Council Chamber
- j. Tuesday, 23 September 2025 at 10:00 am, Lightning Ridge Council Office

Carried

11.6. COMMUNITY ASSISTANCE SCHEME 2024/2025 ROUND 1

R-3-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Walford**SECONDED BY:** Councillor Kearl

That Council notes the following recipients of the 2024/2025 Community Assistance Grant Round 1:

Lightning Ridge Community Inc. (Opal FM)	\$2,400
Walgett Amateur Swimming Club	\$1,000
Collarenebri Jockey Club	\$3,000
Burren Junction Progress Committee	\$3,000
Country Women's Association Goodooga/Lightning Ridge	\$1,000
Lightning Ridge Football Club	\$1,000
Lightning Ridge Community Church	\$3,000
Cumborah Recreational Reserve	\$800
Walgett Pony Club	\$1,000
Carinda Let's Dance	\$3,000
Carinda Jockey Club	\$3,000

Carried

11.7. COUNCIL PROJECTS UPDATE OCTOBER 2024

R-14-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Bailey

SECONDED BY: Councillor Cooke

That Council notes the October 2024 projects update.

Carried

11.8. MATTERS OF BRIEF MENTION - PEOPLE, PLACE AND LIVEABILITY

R-15-10-2024 MOTION

RESOLVED ON MOTION BY: Deputy Mayor Rummery

SECONDED BY: Councillor Keir

That the information contained within the report be noted.

Carried

11.9. ECONOMIC DEVELOPMENT AND VISITOR ECONOMY

R-16-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Bailey

SECONDED BY: Deputy Mayor Rummery

That Council note the report.

Carried

11.10. PAYMENT OF ALLOWANCE FOR DEPUTY MAYOR WHEN ACTING AS MAYOR

Lapsed

11.11. ADVISORY COMMITTEES AND WORKING PARTIES POLICY REPORT

R-18-10-2024 MOTION

RESOLVED ON MOTION BY: Deputy Mayor Rummery

SECONDED BY: Councillor Cooke

That Council place the Advisory Committees and Working Parties Policy on public exhibition for a period of 28 days, inviting submissions from the public, after which time the Policy shall be reported back to Council for adoption with a summary of submissions received.

Carried

11.12. POLICY FRAMEWORK

R-19-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Keir

SECONDED BY: Deputy Mayor Rummery

1. That Council adopt the draft Policy Framework as attached to this report.
2. That Council rescind the following Council-adopted policies, noting that they will continue to be in force as Operational Directives until rescinded, replaced or updated in accordance with the Policy framework:
 - i. Advertising Vacant Positions Policy and Procedure
 - ii. Apprenticeships and Traineeships
 - iii. Authorisation to Operate Construction Plant / Vehicles / Equipment
 - iv. Chemical Spills
 - v. Closed Circuit Television (CCTV) Workplace Surveillance
 - vi. Conditions of Employment
 - vii. Council Building Workplace Emergency Response

- viii. Council Housing
- ix. Customer Service
- x. Drug and Alcohol
- xi. Entering Council Depots
- xii. Emergency Management
- xiii. First Aid Policy and Procedure
- xiv. Flexible Work Practices
- xv. Higher Duties
- xvi. Leave
- xvii. Manual Handling
- xviii. Motor Vehicle Use
- xix. Nine Day Fortnight (RDO)
- xx. Noise and Hearing Loss
- xxi. Payment for Additional Duties
- xxii. Payroll Information – Commencement of Employment
- xxiii. Professional Institute Memberships and Accreditation Policy and Procedure
- xxiv. Records Management
- xxv. Sharps and Other Possible Contaminant Injuries Policy and Procedure
- xxvi. Sharps Collection and Disposal Policy and Procedure
- xxvii. Smoke Free Workplace Policy and Procedure
- xxviii. Staff Induction Manual
- xxix. Staff Recruitment and Selection
- xxx. Staff Training
- xxxi. Staff Uniform
- xxxii. Time in Lieu Policy and Procedure
- xxxiii. Use of Internet and Email
- xxxiv. Work Health and Safety Manual
- xxxv. Working from Home
- xxxvi. Workplace Display Material Policy and Procedure

Carried

11.13. BUSINESS ETHICS POLICY

R-20-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Kearn

SECONDED BY: Deputy Mayor Rummery

That Council place the Draft Business Ethics Policy on public exhibition for a period of 28 days, inviting submissions from the public, after which time the Policy shall be reported back to Council for adoption with a summary of submissions received.

Carried

11.14. COUNCILLOR AND STAFF INTERACTION POLICY

R-21-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Keir

SECONDED BY: Councillor Seaton

That Council adopt the Councillor and Staff Interaction Policy as attached to this report.

Carried

11.15. COUNCILLOR EXPENSES AND FACILITIES REPORT

R-22-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Bailey**SECONDED BY:** Councillor Kearl

That Council place the Draft Councillor Expenses and Facilities Policy on public exhibition for a period of 28 days, inviting submissions from the public, after which time the Policy shall be reported back to Council for adoption with a summary of submissions received.

Carried

11.16. PUBLIC INTEREST DISCLOSURE POLICY

R-23-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Bailey**SECONDED BY:** Councillor Cooke

That Council place the Draft Public Interest Disclosure Policy on public exhibition for a period of 28 days, inviting submissions from the public, after which time the Policy shall be reported back to Council for adoption with a summary of submissions received.

Carried

11.17. SETTING OF COUNCILLOR FEES 2024/2025

R-24-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Keir**SECONDED BY:** Councillor Bailey

That Council adopt the maximum fee payable under the Local Government Remuneration Tribunal determination, in accordance with the Local Government Act 1993 and as outlined in this report.

Carried

11.18. INVESTMENTS REPORT 30 SEPTEMBER 2024

R-25-10-2024 MOTION**RESOLVED ON MOTION BY:** Deputy Mayor Rummery**SECONDED BY:** Councillor Bailey

That the Investment Report as of 30 September be received and noted.

Carried

11.19. AUDIT ARRANGEMENTS FOR THE YEAR ENDING 30 JUNE 2025 AND BEYOND

R-26-10-2024 MOTION**RESOLVED ON MOTION BY:** Councillor Bailey**SECONDED BY:** Councillor Keir

That Council notes the re-appointment of Nexia to conduct the Financial Statement for the years 2025-2026 as advised by the Auditors General.

Carried

11.20. MONTHLY GRADING REPORT SEPTEMBER 2024

R-27-10-2024 MOTION**RESOLVED ON MOTION BY:** Deputy Mayor Rummery**SECONDED BY:** Councillor Kearl

That Council receive and note the monthly grading report.

Carried

11.21. UPDATE ON INFRASTRUCTURE REPORTS

R-28-10-2024 MOTION**RESOLVED ON MOTION BY:** Deputy Mayor Rummery**SECONDED BY:** Councillor Coleman

That Council receive and note the update on infrastructure projects.

Carried

11.22. INFRASTRUCTURE AND COMPLAINE EXPENDITURE REPORT

R-29-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Kearl

SECONDED BY: Councillor Keir

That Council receive and note the Infrastructure and Compliance Expenditure Report.

Carried

11.23. STATE OF THE SHIRE 2021 TO 2024

R-30-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Keir

SECONDED BY: Councillor Coleman

That Council note the 2021/2022 State of the Shire Report, to be adopted as an attachment with the Annual Report at the November Ordinary Meeting of Council.

Carried

11.24. DEVELOPMENT APPLICATION FOR VARIATION TO LEP & PLANNING PROPOSAL FOR 66 DUFF STREET, WALGETT

R-31-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Seaton

SECONDED BY: Councillor Bailey

1. That Council determine DA 2024-27 pursuant to section 4.16 of the *Environmental Planning & Assessment Act 1979* by granting consent subject to the conditions as outlined in Attachment 1 of this report.
2. That Council approve a variation to section 4.2 of the *Development Control Plan 2016* to allow for the construction of a large metal-framed shade structure on Lot 6 Section 11 Deposited Plan 758612 known as 66 Duff Street Walgett.

Carried

11.25. MATTERS IN PROGRESS

R-7-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Kearl

SECONDED BY: Councillor Keir

That Council receive and note the outstanding Resolutions Register for October 2024

Carried

12. NOTICES OF MOTION

12.1. CLR KEARL - QUESTION ON NOTICE - NON-RESIDENTIAL ROLL 2024 LOCAL GOVERNMENT ELECTION

R-32-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Kearl

SECONDED BY: Councillor Cooke

That the information be noted.

Carried

13. MOVE INTO CLOSED SESSION

R-33-10-2024 MOTION

RESOLVED ON MOTION BY: Deputy Mayor Rummery

SECONDED BY: Councillor Bailey

Council moved into Closed Session at 11.22am

That the public be excluded from the meeting pursuant to Sections 10A - the Local Government Act 1993 on the basis that the items deal with:

Section 10A(2)(a) personnel matters concerning particular individuals

Section 10A(2)(b) the personal hardship of any resident or ratepayer

Carried

14. CONFIDENTIAL REPORTS/CLOSED COUNCIL MEETING

14.1. SECTION 713 SALE OF LAND FOR UNPAID RATES

R-34-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Bailey

SECONDED BY: Councillor Keir

1. That Council list for sale the 33 properties identified as meeting section 713 and detailed in Attachment 1 of this report
2. That the sale be held in two lots- with the Lightning Ridge properties to be sold on Saturday 15th February 2025 in the Lightning Ridge Multi-Purpose Centre and the remainder of the properties in the Walgett Council Chambers on Saturday 22nd February.
3. That Kelly's Property Sales be the authorised auctioneer

Carried

14.2. CLR KEARL - QUESTION ON NOTICE - GENERAL MANAGER'S PERFORMANCE REVIEW

R-35-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Kearl

SECONDED BY: Deputy Mayor Rummery

1. That the General Manager's Performance Review, conducted on 23 July 2024 and adopted on 27 August 2024 be noted.
2. That the Council continue to conduct reviews of the General Manager as a Committee of the Whole.
3. That the Council confirm the format of the performance review documentation and 3 strategic objectives for the General Manager by the November 2024.
4. That a mid-year review of the General Manager's performance be conducted by in February 2025.
5. That the General Manager seek quotations for facilitation of future performance reviews and that a report be tabled with Council for decision.

Carried

14.3. CLR KEARL - QUESTION ON NOTICE - REPORT ON THE ADOPTED RESTRUCTURE

R-36-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Kearl

SECONDED BY: Councillor Walford

1. That the information in the report be noted
2. That the General Manager provide a report that reviews and recommends an organisation structure to Council within 12 months of the September 2024 elections for determination, as per Section 333 of the Local Government Act 1993.

Carried

15. RETURN TO OPEN SESSION

R-37-10-2024 MOTION

RESOLVED ON MOTION BY: Councillor Keir

SECONDED BY: Councillor Bailey

That Council move out of Closed Session Meeting and that the resolutions from the Closed Meeting be read out to those present by the Chair of the meeting or their nominee.

Council moved out of Closed Meeting, the time being xxx and the General Manager read out the resolutions of the Closed Meeting.

Carried

16. CLOSE OF MEETING

With no further business the meeting was closed by Mayor Ramien at 12:01 PM.

Minutes to be confirmed at the Ordinary Meeting of Council on 26 November 2024.

DRAFT