



GunnedahShire

GUNNEDAH SHIRE COUNCIL

The minutes of the Ordinary Meeting of
Gunnedah Shire Council
held on

Wednesday 18 March 2020

Consisting of Pages 1 to 9
(Minute Nos 1.03/20 to 22.03/20)

are confirmed as a true and correct record of the meeting
as per Minute No 1.04/20 of the
Ordinary Meeting held on 15 April 2020.

GUNNEDAH

Mayor Jamie Chaffey
CHAIRPERSON

ORDINARY COUNCIL MEETING MINUTES
of Gunnedah Shire Council held on Wednesday 18 March 2020 in the
Curlewis Hall, Curlewis commencing at 4:30pm

1. ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the Kamilaroi people as the traditional custodians of the Land on which we gather today. I would also like to pay respect to Elders both past and present and extend that respect to other Aboriginal Australians present.

2. PRAYER

The Deputy Mayor opened the meeting with the customary prayer.

3. BEREAVEMENTS

The Deputy Mayor read off the list of bereavements being Nigel Antony Price, Kenneth Howard Adams, Sandra Ann Kingdom, Garry Jacob Briggs, Nancy Enid Mirow, Robyn Gai Neasbey, Michael John Gimbert, William Henry Eyeington, Rodney Thomas O'Shea, Margaret Isabel Spradbrow, Henry John McCann, Norma Veronica Kennedy, Kevin John Spain and Shirlene Anne Dewson.

It was RESOLVED that Council pay their respects to the deceased and extend their condolences to the family and friends of the deceased with a minute's silence.

4. PRESENT/APOLOGIES

| COUNCILLOR | PRESENT | APPROVED LEAVE OF ABSENCE | ABSENT |
|--|---------|---------------------------------|--------|
| J Chaffey | | X | |
| JR Campbell (Chair) | X | | |
| C Fuller | | X | |
| OC Hasler | | X | |
| R Hooke | X | | |
| A Luke | X | | |
| D Moses | X | | |
| M O'Keefe | X | | |
| RG Swain | X | | |
| STAFF | | | |
| General Manager (E Groth) | X | | |
| Acting Director Corporate and Community Services (T Muldoon) | X | | |
| Director Planning and Environmental Services (A Johns) | X | | |
| Director Infrastructure Services (J Bartlett) | X | | |
| Chief Financial Officer (D Connor) | X | | |

Councillor R Hooke – Leave of Absence 20/04/2020 to 14/06/2020

Councillor A Luke – Leave of Absence 13/05/2020 to 26/05/2020

Council Resolution

Moved Councillor RG SWAIN

Seconded Councillor D MOSES

5. PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES – ORDINARY MEETING

MOTION *Moved Councillor J CAMPBELL*
Seconded Councillor D MOSES

1.03/20 COUNCIL RESOLUTION:

The Minutes of the Ordinary Meeting held on Wednesday 19 February 2020 were received and it was RESOLVED that the minutes be adopted as a true and correct record of that meeting.

6. DECLARATIONS OF INTEREST

| COUNCILLOR | ITEM | REPORT | P | SNP | LSNP | RC | REASON |
|------------|------|--------|---|-----|------|----|--------|
| NIL | | | | | | | |
| STAFF | ITEM | REPORT | P | SNP | LSNP | RC | REASON |
| NIL | | | | | | | |

P – Pecuniary

SNP – Significant Non Pecuniary

LSNP – Less than Significant Non Pecuniary

RC – Remain in Chamber during consideration/discussion of item

7. COMMUNITY PRESENTATIONS

Nil.

8. MAYORAL MINUTE

Nil.

SUSPENSION OF STANDING ORDERS

A Procedural Motion was Moved Councillor RG SWAIN, Seconded Councillor A LUKE that Council consider the Supplementary Report of the General Manager in relation to the Business Continuity Plan Management Policy and Delegation of Authority.

9. GENERAL MANAGER'S OFFICE

9.1 2020 NATIONAL GENERAL ASSEMBLY - MOTIONS

AUTHOR **General Manager**

MOTION *Moved Councillor A LUKE*
Seconded Councillor D MOSES

2.03/20 COUNCIL RESOLUTIONS:

That Council submit the following three (3) motions to the 2020 National General Assembly for Local Government:

Motion Number 1:

- 1.1 That, the National General Assembly calls upon the Commonwealth Government to ensure that the Federal Financial Assistance Grants (FAGS) to Local Government be restored to the level of 1% of total Taxation Revenue.
- 1.2 That, the increased Revenue to be distributed through the States and Territories Grants Commission's is only eligible to the Local Roads Component.

Motion Number 2:

- 2.1 That, the National General Assembly calls upon the Commonwealth Government to establish a funding stream to be administered through the respective States and Territories for the sole purpose of Councils to undertake comprehensive study of bush fire risk to habited towns, villages and communities throughout their respective Local Government areas.
- 2.2 That, further funding is to be available to enable mitigation measures to identified bush fire risks.

Motion Number 3:

- 3.1 That, the National General Assembly calls upon the Commonwealth Government to mandate that 20 percent of funds committed to New South Wales TAFE ~~to~~ support rural Institutes to allow apprenticeship courses to be run with no minimum student requirements.
- 3.2 That, the National General Assembly calls upon the Commonwealth Government to mandate that New South Wales TAFE allows composite classes within apprenticeship courses to be run in Rural Institutes.

9.2 GOCO SOFTWARE PROPOSAL

AUTHOR GoCo Quality and Systems Leader

MOTION *Moved Councillor D MOSES*
Seconded Councillor RG SWAIN

3.03/20 COUNCIL RESOLUTION:

That Council approve the proposal to purchase a new client information software system through a \$79,300 investment from Restricted Reserve funds.

9.3 BUSINESS CONTINUITY PLAN MANAGEMENT POLICY

AUTHOR General Manager

MOTION *Moved Councillor RG SWAIN*
Seconded Councillor D MOSES

4.03/20 COUNCIL RESOLUTION:

1. That the Business Continuity Plan Management Policy be adopted.
2. That Council resolves:
 - (a) to appoint members of Council's Executive Management team; Director Corporate and Community Services, Director Planning and Environment, Director Infrastructure Services and the Chief Financial Officer, as being able to act in the position of General Manager, if the General Manager is sick or otherwise absent from work on leave with such appointment to cease upon the return to work of the General Manager or other resolution of Council;
 - (b) that in the event that a nomination for Acting General Manager can't be made, the role of the Acting General Manager is to automatically default to a member of Council's Executive Management team, in the following order Director Corporate and Community Services, Director Planning and Environment, Director Infrastructure Services and Chief Financial Officer, with such appointment to cease upon the return to work of the General Manager or other resolution of Council;
 - (c) that any person acting as General Manager pursuant to this resolution has all the functions, delegations and sub-delegations given to the General Manager by the Council;

3. That in the event of an activation or partial-activation of Council's Business Continuity Plan, that delegations currently in place for both the Mayor and General Manager relating to the authorisation of any action that is deemed urgent, at a cost not exceeding \$30,000 provided that such expenditure is reported to Council at its next Ordinary Meeting, be increased to \$100,000 for the duration of any activation or partial activation of the BCP relative to the current COVID-19 emergency".

10. CORPORATE AND COMMUNITY SERVICES

10.1 COUNCILLOR SUPERANNUATION CONTRIBUTION

AUTHOR Acting Director Corporate and Community Services

A Motion was Moved Councillor RG Swain:

That Council write to the Chief Executive and the Board Chair of Local Government Superannuation and appeal to humanitarian and sensitive attitude of this organisation and seek that two year moratorium be placed on these "additional contributions" for the defined benefit plan totalling \$40 million to allow NSW Councils to focus on the devastating natural disasters that need to be managed and funded. It needs to be acknowledged that the payment of over 1% of our annual rate income (\$40,000,000) to Local Government Superannuation would be better spent on essential recovery focus in our destroyed and homeless community.

The Motion lapsed for lack of a Seconder.

A Motion was Moved Councillor M O'KEEFE, Seconded Councillor A LUKE:

1. That Gunnedah Shire Council write to the Office of Local Government and:
 - a) Support option 3 as outlined in the OLG Discussion Paper regarding superannuation for elected members.
 - b) Support the position of the Country Mayors Association in requesting a two year moratorium on an increase in payments into the NSW Local Government Defined Benefits Scheme.
2. That a submission outlining Council's position be lodged by the closing date.

The Motion on being Put to the Meeting was Carried.

*MOTION Moved Councillor M O'KEEFE
Seconded Councillor A LUKE*

5.03/20 COUNCIL RESOLUTION:

1. That Gunnedah Shire Council write to the Office of Local Government and:
 - a) Support option 3 as outlined in the OLG Discussion Paper regarding superannuation for elected members.
 - b) Support the position of the Country Mayors Association in requesting a two year moratorium on an increase in payments into the NSW Local Government Defined Benefits Scheme.
2. That a submission outlining Council's position be lodged by the closing date.

10.2 OUTSTANDING RESOLUTION REGISTER

AUTHOR Director Corporate and Community Services

*MOTION Moved Councillor J CAMPBELL
Seconded Councillor RG SWAIN*

6.03/20 **COUNCIL RESOLUTION:**

That the information be received and noted.

11. **PLANNING AND ENVIRONMENTAL SERVICES**

11.1 **WASTE 2020 CONFERENCE**

AUTHOR **Manager Waste**

MOTION *Moved Councillor RG SWAIN*
 Seconded Councillor D MOSES

7.03/20 **COUNCIL RESOLUTION:**

That Council note the cancellation of the Waste 2020 Conference scheduled to be held in Coffs Harbour on 5-7 May 2020.

11.2 **GUNNEDAH WASTE MANAGEMENT FACILITY ADDITIONAL CONCRETE PROCESSING COSTS**

AUTHOR **Manager Waste**

MOTION *Moved Councillor A LUKE*
 Seconded Councillor D MOSES

8.03/20 **COUNCIL RESOLUTION:**

That Council allocate additional funds of \$50,000 from the Domestic Waste Management Restricted Asset to the 2019/20 operational budget for the processing of concrete at the Gunnedah Waste Management Facility.

11.3 **BUSINESS PARTNER ADVISORY GROUP NOMINATIONS**

AUTHOR **Manager Economic Development**

MOTION *Moved Councillor A LUKE*
 Seconded Councillor RG SWAIN

9.03/20 **COUNCIL RESOLUTIONS:**

That Council:

1. Allow for an additional community member on the Business Partner Advisory Group to a total of five (5) positions.
2. Endorse the appointment of Ms Wendy Marsh to the Business Partner Advisory Group as the additional community representative.
3. Require Ms Marsh to sign a Non-Disclosure Declaration to ensure applications remain confidential.

11.4 **BUSINESS PARTNER PROGRAM ROUND THREE 2019/20**

AUTHOR **Manager Economic Development**

MOTION *Moved Councillor A LUKE*
 Seconded Councillor D MOSES

10.03/20 **COUNCIL RESOLUTIONS:**

1. That Council endorses the allocation of \$25,750 under round three of the 2019/20 Business Partner Program across fourteen (14) local businesses, subject to specific terms and conditions relating to each grant.
2. That the funds be drawn from the remaining 2019/20 Business Partner budget (\$15,300) and the Business Partner Restricted Asset (\$10,450).

11.5 **GUNNEDAH CHRISTMAS FAIR REPORT 2019**

AUTHOR Economic Development Officer

MOTION Moved Councillor M O'KEEFE
 Seconded Councillor J CAMPBELL

11.03/20 **COUNCIL RESOLUTION:**

That the 2019 Christmas Fair report from the Gunnedah & District Chamber of Commerce & Industry be received and noted.

11.6 **PROPOSED AMENDMENT TO DEVELOPMENT CONTROL PLAN 2012**

AUTHOR Team Leader Building and Strategic Projects

MOTION Moved Councillor A LUKE
 Seconded Councillor RG SWAIN

12.03/20 **COUNCIL RESOLUTION:**

That the amended Draft Gunnedah Development Control Plan 2012 be adopted.

12. **INFRASTRUCTURE SERVICES**

12. **CIVIC THEATRE LIGHTING**

AUTHOR Manager Public Facilities

MOTION Moved Councillor RG SWAIN
 Seconded Councillor J CAMPBELL

13.03/20 **COUNCIL RESOLUTION:**

That Council allocate \$14,725.00 from General Fund to the Civic Theatre Lighting Renewal 2019/20 Capital Works Project.

13. **BUSINESS AND FINANCE**

13.1 **INVESTMENTS**

AUTHOR Coordinator – Accounting and Treasury

MOTION Moved Councillor RG SWAIN
 Seconded Councillor A LUKE

14.03/20 **COUNCIL RESOLUTION:**

That the principal investment of \$60.03 million for all funds to date be received and noted.

14. REPORTS TO COMMITTEES

14.1 PLANNING ENVIRONMENT AND DEVELOPMENT COMMITTEE MEETING REPORT

AUTHOR **Manager Governance and Legal**

MOTION *Moved Councillor A LUKE*
Seconded Councillor J CAMPBELL

15.03/20 COUNCIL RESOLUTION:

That Council note that all items of the Planning Environment and Development Committee Meeting held on 4 March 2020 were dealt with by the Committee within its delegated powers.

15. NOTICES OF MOTION/QUESTIONS ON NOTICE

15.1 NOTICE OF MOTION – COUNCILLOR MEETING ATTENDANCE

AUTHOR **Councillor C Fuller**

MOTION *Councillor C FULLER*

NOTICE OF MOTION:

That Gunnedah Shire Council place in the Local Paper attendance of all Councillors' attendance at Council meetings.

There Notice of Motion Lapsed for lack of a Seconder.

CLOSED COUNCIL

MOTION *Moved Councillor D MOSES*
Seconded Councillor J CAMPBELL

16.03/20 A Motion was Moved into Closed Council for consideration of the following matters and that members of the press and public be excluded from the meeting, the reason being that the matters to be discussed concerned personnel and contractual matters, as detailed below:

a) **Director Infrastructure Services; Report to Closed Council.**

SUSPENSION OF STANDING ORDERS

A Procedural Motion was Moved Councillor A LUKE, Seconded Councillor M O'KEEFE that Council resolve to adopt the following items collectively:

- Item 16.1 Tender REGPRO801920 – Supply and Delivery of Tyres and Associated Services
- Item 16.2 Tender T1920-16 – Renewal P179 – Wheeled Type Tractor
- Item 16.3 Tender T1920-18 – Showground Rodeo Arena Demolition and Earthworks
- Item 16.4 Tender T1920-10 – Manufacture, Supply and Installation of Gunnedah Showground New Amenities Block
- Item 16.5 Quotation Q1920-09 – Renewal P129 – Suction Type Street Sweeper

16. INFRASTRUCTURE SERVICES

16.1 TENDER REGPRO801920 – SUPPLY AND DELIVERY OF TYRES AND ASSOCIATED SERVICES

AUTHOR **Manager Plant and Depot Services**

MOTION *Moved Councillor A LUKE*
Seconded Councillor M O'KEEFE

17.03/20 COUNCIL RESOLUTIONS:

That Council:

1. **Award Tender REGPRO801920 – Supply and Delivery of Tyres and Associated Services to the following tenderers:**
 - **Bridgestone Australia**
 - **Tyres4U**
 - **Tyremax**
2. **Commence the contract on 1 April 2020 for a period of 24 months and approve that provision be allowed for a 12 month extension based on satisfactory supplier performance which may extend the contract to 1 April 2023.**

19.2 TENDER T1920-16 – RENEWAL P179 – WHEELED TYPE TRACTOR

AUTHOR **Manager Plant and Depot Services**

MOTION *Moved Councillor A LUKE*
Seconded Councillor M O'KEEFE

18.03/20 COUNCIL RESOLUTION:

That Double R Equipment Repairs Pty Ltd be awarded contract T1920-16 as the single source supplier to Gunnedah Shire Council for one Wheeled Type Tractor.

19.3 TENDER T1920-18 – SHOWGROUND RODEO ARENA DEMOLITION AND EARTHWORKS

AUTHOR **Special Projects Manager**

MOTION *Moved Councillor A LUKE*
Seconded Councillor M O'KEEFE

19.03/20 COUNCIL RESOLUTION:

That Palmers Landscapes be awarded contract T1920-18 as the single source supplier to Gunnedah Shire Council for the Gunnedah Showground Rodeo Arena demolition and earthworks.

19.4 TENDER T1920-10 – MANUFACTURE, SUPPLY AND INSTALLATION OF GUNNEDAH SHOWGROUND NEW AMENITIES BLOCK

AUTHOR **Special Projects Manager**

MOTION *Moved Councillor A LUKE*
Seconded Councillor M O'KEEFE

20.03/20 COUNCIL RESOLUTION:

That Uniplan Group (T/As Timberline Cabins) be awarded the contract T1920-10 as the single source supplier to Gunnedah Shire Council for the Gunnedah Showground New Amenities Block.

MOTION *Moved Councillor A LUKE*
 Seconded Councillor M O'KEEFE

That Rosmech Sales and Service Pty Ltd be awarded contract Q1920-09 as the single source supplier to Gunnedah Shire Council for 1 x Suction Type Street Sweeper for the useful life period of 4 years.

Council Resolution
Moved Councillor M O'KEEFE
Seconded Councillor RG SWAIN

On the resumption of the Ordinary business of the meeting, the Chairperson reported that the previous resolutions were adopted in Closed Council.

There being no further business, the meeting concluded at 5:25pm.

Councillor R Hooke
DEPUTY MAYOR