

**MINUTES OF LIVERPOOL PLAINS SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS
ON MONDAY, 30 JUNE 2025 AT 2:30 PM**

PRESENT: Cr Ken Cudmore, Cr Donna Lawson, Cr Jason Allan, Cr Shawn Cain, Cr Terry Cohen, Cr James Robertson.

IN ATTENDANCE: Cian Middleton (General Manager), Nathan Skelly (Director Infrastructure and Environmental Services), Katrina Gresser (Acting CFO), Deborah Perry-Brown (Executive Support Officer), Jared McCulloch (Coordinator Governance, Risk and Corporate Records)

AUDIO RECORDING OF MEETINGS

The Mayor informed the meeting as follows:

This meeting of Liverpool Plains Shire Council is being live-streamed to Council's website, and a webcast of this meeting will be published to Council's website at <https://www.liverpoolplains.nsw.gov.au/Council/Council-Meetings/Council-meeting-livestreams> so that it is available for viewing by members of the public.

1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCIL PRAYER

Cr Allan recited the Acknowledgement of Country and the Council Prayer.

2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS OR ATTENDANCE VIA AUDIO-VISUAL LINK BY COUNCILLORS

2.1 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSECE BY COUNCILLORS

RESOLUTION 2025/106

Moved: Cr Ken Cudmore

Seconded: Cr Terry Cohen

That Council accept the apology submitted from Cr Charlie Simkin be received and accepted.

CARRIED

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL MEETING HELD ON 28 MAY 2025

RESOLUTION 2025/107

Moved: Cr Shawn Cain

Seconded: Cr Donna Lawson

1. That the Minutes of the Council Meeting held on 28 May 2025 be received and the recommendations therein be adopted.

CARRIED**4 DISCLOSURES OF INTERESTS**

The Mayor requested Councillors disclose any conflicts of interest in matters under consideration at the Ordinary Meeting, in accordance with Part 4 and part 5 of the Code of Conduct.

CR SHAWN CAIN DECLARED A PECUNIARY INTEREST IN RELATION TO ITEM 8.1 - INFRASTRUCTURE & ENVIRONMENTAL SERVICES DIRECTORATE REPORT FOR THE REASON THAT HE PROVIDES SERVICES TO THE WATER AND WASTE WATER DIVISION OF COUNCIL. IF THERE ARE ANY ITEMS THAT REQUIRE DISCUSSION HE WILL VACATE THE CHAMBER.

CR SHAWN CAIN DECLARED A PECUNIARY INTEREST IN RELATION TO ITEM 8.4 - SPT132526LPSC PROVISION OF CONTROL SYSTEMS SUPPORT FOR THE REASON THAT HE PROVIDES SERVICES TO THE WATER AND WASTE WATER DIVISION OF COUNCIL AND WILL VACATE THE CHAMBER FOR THIS ITEM.

5 MAYORAL MINUTE(S)**5.1 MAYORAL MINUTE - MAY 2025**

RESOLUTION 2025/108

Moved: Cr Ken Cudmore

Seconded: Cr Donna Lawson

That Council:

1. Receive and note the Mayoral Minute for May 2025.

CARRIED**5.2 MAYORAL MINUTE - 25TH ANNIVERSARY OF BLACKTOWN CITY-LIVERPOOL PLAINS SHIRE SISTER CITY PARTNERSHIP**

RESOLUTION 2025/109

Moved: Cr Ken Cudmore

Seconded: Cr Terry Cohen

That Council:

1. Extend its appreciation to Blacktown City Council for hosting the Mayor and General Manager of Liverpool Plains Shire Council at the Streets Alive Festival and Sister City Anniversary Dinner on Saturday, 7 June 2025.
2. Invite the Mayor, Councillors and Executive Staff of Blacktown City Council to attend a reciprocal anniversary dinner in the Liverpool Plains Shire on Friday, 12 September, and the 2025 Quirindi Spring Show on Saturday, 13 and Sunday, 14 September 2025.

CARRIED

5.3 MAYORAL MINUTE - 2025 LOCAL ROADS CONGRESS

RESOLUTION 2025/110

Moved: Cr Ken Cudmore

Seconded: Cr Donna Lawson

That Council:

1. Receive endorse the Congress Communiqué as appended at *Annexure A*.
2. Write to the following members highlighting the issues raised at the 2025 NSW Local Roads Congress seeking their support:
 - (a) The Hon Chris Minns MP, Premier of NSW
 - (b) The Hon Prue Car MP, Deputy Premier of NSW
 - (c) The Hon John Graham MLC, Minister for Transport
 - (d) The Hon Jenny Aitchison MP, Minister for Regional Transport and Minister for Roads
 - (e) The Hon Ron Hoenig MP, Minister for Local Government
 - (f) The Hon Catherine King MP, Minister for Infrastructure, Transport, Regional Development and Local Government
 - (g) The Hon Kevin Anderson MP, Member for Tamworth
 - (h) The Hon Barnaby Joyce MP, Member for New England

CARRIED**6 REPORTS OF THE GENERAL MANAGER****6.1 EXECUTIVE SERVICES - MAY 2025**

RESOLUTION 2025/111

Moved: Cr Donna Lawson

Seconded: Cr Shawn Cain

That Council:

1. Receive and note the Executive Services Report for May 2025.

CARRIED**6.2 RESOLUTIONS REGISTER UPDATE**

RESOLUTION 2025/112

Moved: Cr Jason Allan

Seconded: Cr Terry Cohen

That Council:

1. Receive and note the Resolutions Register as at 18 June 2025 as appended at *Annexure A* and the Resolution Register for 2023 and 2024 as appended at *Annexure B*.

CARRIED

6.3 ADOPTION OF DRAFT STRATEGIC WORKFORCE MANAGEMENT PLAN

RESOLUTION 2025/113

Moved: Cr Terry Cohen

Seconded: Cr Donna Lawson

That Council:

1. Adopt the draft Strategic Workforce Management Plan appended at *Annexure A*.

CARRIED

6.4 ENDORSEMENT OF DRAFT COMMUNITY STRATEGIC PLAN

RESOLUTION 2025/114

Moved: Cr James Robertson

Seconded: Cr Donna Lawson

That Council:

1. Pursuant to section 402 of the *Local Government Act 1993*, formally endorse the draft Liverpool Plains Shire Community Strategic Plan appended at *Annexure A*.

CARRIED

7 REPORTS OF THE DIRECTOR CORPORATE AND COMMUNITY SERVICES

7.1 CORPORATE AND COMMUNITY SERVICES DIRECTORATE REPORT MAY 2025

RESOLUTION 2025/115

Moved: Cr Donna Lawson

Seconded: Cr James Robertson

That Council:

1. Receive and note the Corporate and Community Services Directorate update report for May 2025.

CARRIED

7.2 ADOPTION OF DRAFT COMBINED DELIVERY PROGRAM 2026-2029 AND OPERATIONAL PLAN 2025-2026 INCLUDING DRAFT FEES AND CHARGES SCHEDULE 2025-2026

RESOLUTION 2025/116

Moved: Cr Donna Lawson

Seconded: Cr Jason Allan

That Council:

1. Request the General Manager respond to each of the submissions received as appended at *Annexure A*.
2. Pursuant to sections 404 and 405 of the Local Government Act 1993, the Combined Delivery Program 2026-2029 and Operational Plan 2025-2026, including the Statement of Revenue Policy and Financial Information, appended at *Annexure B*, and the Fees and Charges 2025-2026, appended at *Annexure C* – with the inclusion of the following fee – Swimming Clubs exclusive use (weekday and weekends) per hour \$100.00.
3. Pursuant to clause 211(2) of the Local Government (General) Regulation 2021, approve expenditure and vote funds as detailed in the Operational Plan 2025-2026 and Financial Information.
4. Pursuant to section 405(6) of the *Local Government Act 1993*, place the Operational Plan 2025-2026 on Council's website within 28 days of adoption.

CARRIED

7.3 MAKING OF THE RATES AND FIXING OF CHARGES 2025-2026

RESOLUTION 2025/117

Moved: Cr Donna Lawson

Seconded: Cr Shawn Cain

That Council:

1. In accordance with Chapter 15, Parts 4 and 5 of the *Local Government Act 1993*, make and levy the following rates and annual charges for the 2025-2026 financial year:
 - (a) In relation to Ordinary Rates, Council has applied the increase of four (4) per cent as determined by the Independent Pricing and Remuneration Tribunal
 - (b) In relation to Ordinary Rates and pursuant to section 494, Council makes and levies the following Ordinary Rates for the year 01 July 2025 to 30 June 2026:

Ordinary Rates				
Rating Category	Sub-Category	Ad Valorem cents in \$	Base \$ Amount	Base Amount % of Yield
Farmland	Farmland	0.00192517	520	9.24%
	Quirindi	0.00618776	400	39.69%
Residential	Residential – Mixed Development	0.00618368	400	43.70%
	Rural	0.00557863	400	27.01%
	Villages	0.00672295	400	47.80%

	Werris Creek	0.00930124	400	48.08%
	Quirindi	0.02249205	520	16.85%
	Business – Mixed Development	0.02249205	520	22.15%
	Villages	0.02249205	520	18.01%
Business	Premier	0.02353206	520	49.59%
	Spring Ridge	0.02249205	520	46.87%
	Wallabadah	0.02249205	520	25.00%
	Ordinary	0.02249205	520	23.53%
	Werris Creek	0.02249205	520	24.82%
Mining	Mining	0.03253586	2,725	19.40%
	Coal	0.02821151	2,725	0.49%

- (c) In accordance with sections 496 and 501 of the Local Government Act, Council makes and levies an annual charge for the provision of both domestic and commercial waste management services on each rateable and non-rateable property having access to these services for the year 01 July 2025 to 30 June 2026:

Waste Group	Applicable Charges	Amount \$
Residential – Currabubula, Quirindi, Wallabadah, Werris Creek, Willow Tree		
Occupied	Tip Facility Charge	115
	Domestic Waste Management Charge	515
Unoccupied	Tip Facility Charge	115
	Domestic Waste Management Charge	81
Business - Currabubula, Quirindi, Wallabadah, Werris Creek, Willow Tree		
Occupied	Tip Facility Charge	115
	Commercial Waste Management Charge	515
All Other Businesses		
	Tip Facility Charge	115
All Rural Properties		
	Tip Facility Charge	115
Additional Services		
	240 Litre Fortnightly Co-Mingled Recycling Service	179
	240 Litre Weekly Mobile Garbage Bin Service	360

- (d) In relation to water supply service charges and pursuant to sections 501, 502 and 552, Council makes and levies the following charges on all consumers connected to, or capable of being connected to, the Liverpool Plains Shire water supply systems and water supply for the year 01 July 2025 to 30 June 2026:

Standard size	Water Service Charge	Access Charge \$	Quarterly Step Usage \$/kL - up to 75kL	Quarterly Step Usage \$/kL - over 75kL
Residential and Non-residential	Vacant lots unoccupied	759	3.94	4.70
	20mm	759	3.94	4.70
	25mm	1,200	3.94	4.70
	32mm	1,800	3.94	4.70
	40mm	2,235	3.94	4.70

	50mm	3,490	3.94	4.70
	80mm	8,915	3.94	4.70
	100mm	13,915	3.94	4.70

Other Charges	Access Charge \$	Usage \$/kL
Recreational Usage	Variable Meter Size	3.94

- (e) In relation to sewerage service charges and pursuant to sections 501, 502 and 552, Council makes and levies the following annual charge on all consumers connected to, or capable of being connected to, the Liverpool Plains Shire sewer systems and sewer charges for the year 01 July 2025 to 30 June 2026:

Sewer Service Charges	Access Charge \$	Usage Charge \$/kL
Vacant Lots Unoccupied	785	0
20mm	785	0
25mm	785	0

Non-Residential Standard Charge	Access Charge \$	Usage Charge \$/kL
20mm	520	2.60
25mm	785	2.60
32mm	1,165	2.60
40mm and over	1,770	2.60

2. Pursuant to section 566(3) of the *Local Government Act 1993*, Council adopts the overdue rates and charges maximum interest rate of 10.5 per cent for the period 01 July 2025 to 30 June 2026 (inclusive) in accordance with the determination made by the Minister for Local Government as published in the Government Gazette No 119 – 28th day of March 2025.

CARRIED

7.4 ADOPTION OF DRAFT LONG-TERM FINANCIAL PLAN 2026-2035

RESOLUTION 2025/118

Moved: Cr James Robertson

Seconded: Cr Terry Cohen

That Council:

1. Adopt the Long-Term Financial Plan 2026-2035 appended at *Annexure A*.
2. Repeal the Long-Term Financial Plan adopted 26 June 2024.

CARRIED

7.5 STATEMENT OF INVESTMENTS - MAY 2025

RESOLUTION 2025/119

Moved: Cr Donna Lawson

Seconded: Cr Shawn Cain

That Council:

1. Receive and note the Statement of Investments as at 31 May 2025 as appended at *Annexure A*.

CARRIED

7.6 MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING HELD ON 16 MAY 2025

RESOLUTION 2025/120

Moved: Cr Terry Cohen

Seconded: Cr Shawn Cain

That Council:

1. Receive the minutes appended at *Annexure A* of the Audit, Risk and Improvement Committee meeting held on 16 May 2025 and the recommendations therein be adopted.

CARRIED**8 REPORTS OF THE DIRECTOR INFRASTRUCTURE AND ENVIRONMENTAL SERVICES****8.1 INFRASTRUCTURE & ENVIRONMENTAL SERVICES DIRECTORATE REPORT MAY 2025**

RESOLUTION 2025/121

Moved: Cr Terry Cohen

Seconded: Cr Donna Lawson

That Council:

1. Receive and note the Infrastructure & Environmental Services Directorate report for the month of May 2025.

CARRIED**8.2 ENDORSEMENT AND ADOPTION OF CROWN LANDS PLAN OF MANAGEMENT AND ACKNOWLEDGEMENT OF NATIVE TITLE MANAGER ADVICE**

RESOLUTION 2025/122

Moved: Cr James Robertson

Seconded: Cr Terry Cohen

That Council:

1. Receive the Crown Land Plan of Management, appended at *Annexure A*, and confirm that it has considered the Native Title Manager advice, appended at *Annexure B*, in relation to the Plan of Management.
2. Adopt the Plan of Management pursuant to section 38 of the *Local Government Act 1993*.

At 3:25 pm, Cr Donna Lawson left the meeting.

CARRIED

8.3 ADOPTION OF DRAFT ASSET MANAGEMENT PLANS

RESOLUTION 2025/123

Moved: Cr Shawn Cain

Seconded: Cr James Robertson

That Council:

1. Adopt the following Asset Management Plans:
 - (a) Aerodrome Asset Management Plan appended at *Annexure A*
 - (b) Buildings Asset Management Plan as appended at *Annexure B*
 - (c) Fleet Asset Management Plan as appended at *Annexure C*
 - (d) Parks and Recreation Asset Management Plan as appended at *Annexure D*
 - (e) Transportation Asset Management Plan as appended at *Annexure E*
 - (f) Centralised Waste Water Asset Management Plan as appended at *Annexure F*
 - (g) Town Water Supplies Asset Management Plan as appended at *Annexure G*
2. Adopt the Asset Management Strategy, appended at *Annexure H*.

At 3:28 pm, Cr Donna Lawson returned to the meeting.

CARRIED

8.4 SPT132526LPSC PROVISION OF CONTROL SYSTEMS SUPPORT

RESOLUTION 2025/124

Moved: Cr James Robertson

Seconded: Cr Terry Cohen

That Council:

1. Adopt the suppliers listed below be appointed to this contract as Panel Source suppliers to Liverpool Plains Shire Council for an initial period of 36 months from 1 July 2025 to 30 June 2028:
 - (a) 360 Engineering
 - (b) Alliance Automation

(c) SAFEgroup Automation

2. Provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2029.

At 3:28 pm, Cr Shawn Cain left the meeting.

CARRIED

8.5 LOCAL TRAFFIC COMMITTEE - 10 JUNE 2025

RESOLUTION 2025/125

Moved: Cr James Robertson

Seconded: Cr Terry Cohen

That Council:

1. Endorse the minutes of the Local Traffic Committee meeting held 10 June 2025 as appended at *Annexure A*

At 3:30 pm, Cr Shawn Cain returned to the meeting.

CARRIED

9 DELEGATES REPORTS

Nil

10 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil

11 CONFIDENTIAL MATTERS

RESOLUTION 2025/126

Moved: Cr Donna Lawson

Seconded: Cr James Robertson

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*:

11.1 Bad Debt Write-off - Rates, Charges and Sundry Debtors

This matter is considered to be confidential under Section 10A(2) - (b) of the *Local Government Act 1993*, 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 discussion in relation to the personal hardship of a resident or ratepayer.

CARRIED

REPORT ON CONFIDENTIAL MATTERS

The Mayor reported as follows on the matters considered in the confidential section of the meeting:

11 CONFIDENTIAL MATTERS

11.1 BAD DEBT WRITE-OFF - RATES, CHARGES AND SUNDRY DEBTORS

RESOLUTION 2025/127

Moved: Cr Donna Lawson

Seconded: Cr James Robertson

That Council:

1. Authorise the write-off of Bad Debts of \$2,148.46 being \$921.59 from Rates and Water Charges for postponed rates, \$148.15 from Small Debt Write-offs and \$1,078.72 (including GST) from General User Charges, at *Annexure A*.

CARRIED

RESOLUTION 2025/129

Moved: Cr Donna Lawson

Seconded: Cr Terry Cohen

That Council moves out of Closed Council into Open Council.

CARRIED

The Meeting closed at 3:54pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 23 July 2025.

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CHAIRPERSON