

**MINUTES OF LIVERPOOL PLAINS SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, 60 STATION STREET, QUIRINDI
ON WEDNESDAY, 2 FEBRUARY 2022 AT 2:30PM**

PRESENT: Cr Doug Hawkins OAM, Cr Ken Cudmore, Cr Jason Allen, Cr Donna Lawson, Cr Paul Moules, Cr Yvonne Wynne,

IN ATTENDANCE: Joanne Sangster (General Manager), Nathan Skelly (Director Engineering Services), Ashoor Khan (Acting Director Corporate and Community Services), Christie Pearson (Executive Operations Coordinator)

AUDIO RECORDING OF MEETINGS

The Mayor informed the meeting as follows:

“Consistent with section 747A of the Local Government Act 1993 and current Public Health Order, this meeting of Liverpool Plains Shire Council is being live-streamed to Council’s website.

A webcast of this meeting will be published to Council’s website at liverpoolplain.nsw.gov.au so that it is available for viewing by members of the public.”

1 ACKNOWLEDGEMENT OF COUNTRY AND COUNCIL PRAYER

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

2 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

APOLOGY

RESOLUTION 2022/9

Moved: Cr Doug Hawkins OAM

Seconded: Cr Ken Cudmore

That the apology received from Cr Terry Cohen be accepted and leave of absence granted.

CARRIED

3 CONFIRMATION OF MINUTES

3.1 MINUTES OF THE COUNCIL MEETING HELD ON 24 NOVEMBER 2021

RESOLUTION 2022/10

Moved: Cr Paul Moules

Seconded: Cr Ken Cudmore

That Council:

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1. Receive and confirm the Minutes of the Council Meeting held on 24 November 2021 appended at *Annexure A*.

CARRIED

3.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 5 JANUARY 2022

RESOLUTION 2022/11

Moved: Cr Paul Moules

Seconded: Cr Yvonne Wynne

That Council:

1. Receive and confirm the Minutes of the Extraordinary Council Meeting held on 5 January 2022 appended at *Annexure A*.

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.

Nil disclosures were made

5 MAYORAL MINUTE(S)

Nil

6 INWARD CORRESPONDENCE/PETITIONS

6.1 CORRESPONDENCE - JANUARY 2022

RESOLUTION 2022/12

Moved: Cr Paul Moules

Seconded: Cr Donna Lawson

That Council receive and note Correspondence and management address concerns raised and provide a response to the author.

CARRIED

7 REPORTS TO COUNCIL**7.1 EXECUTIVE AREA WORKS - DECEMBER 2021 AND JANUARY 2022**

RESOLUTION 2022/13

Moved: Cr Paul Moules

Seconded: Cr Jason Allen

That Council:

1. Receive and note the Executive Area Works Report.

CARRIED

7.2 PROVISION OF SUPPERANNUATION CONTRIBUTION PAYMENTS TO COUNCILLORS

RECOMMENDATION

That Council:

1. To make superannuation contribution payments for its Councillors, effective from 01 July 2022, equivalent in amount to superannuation guarantee payments, pursuant to section 254B of the *Local Government Act 1993*.

Council resolved not to make superannuation contribution payments for its.

7.3 APPOINTMENT OF COUNCILLOR DELEGATES TO 2022 CONFERENCES

RESOLUTION 2022/14

Moved: Cr Jason Allen

Seconded: Cr Donna Lawson

That Council:

1. Appoint the following Councillors to attend each of the following conferences being held in 2022:
 - (a) LGNSW Special Conference: Cr Doug Hawkins, Cr Ken Cudmore and Cr Donna Lawson (*three Councillors*).
 - (b) LGNSW Tourism Conference: Cr Yvonne Wynne (*one Councillor*).
 - (c) Australian Local Government Women's Association NSW Conference: Cr Donna Lawson (*one Councillor*).
 - (d) Floodplain Management Australia National Conference: Cr Doug Hawkins (*one Councillor*).
 - (e) NSW Local Roads Congress: Cr Ken Cudmore (*one Councillor*).
 - (f) LGNSW Water Management Conference: Cr Doug Hawkins (*one Councillor*).
 - (g) Australian Local Government Association National General Assembly: Cr Doug Hawkins (*one Councillor*).

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2. Approve reimbursement of out-of-pocket expenses incurred by Councillor delegates attending the above conferences, in accordance with the Councillors Expenses and Facilities Policy.
 3. Note that Councillor delegates are required to provide a written delegate's report to Council following each conference attended.

CARRIED

7.4 APPOINTMENT OF COUNCILLOR REPRESENTATIVES TO AUDIT, RISK AND IMPROVEMENT COMMITTEE

RESOLUTION 2022/15

Moved: Cr Donna Lawson

Seconded: Cr Yvonne Wynne

That Council:

1. Appoint Cr Terry Cohen and Cr Donna Lawson as the two (2) Councillor representatives to the Audit, Risk and Improvement Committee.
2. Note that Councillor membership of the Audit, Risk and Improvement Committee will be reviewed following the finalisation of the Office of Local Government's *Internal Audit and Risk Management Guidelines* and subsequent review of Council's Audit, Risk and Improvement Committee Charter.

CARRIED

7.5 APPOINTMENT OF GENERAL MANAGER'S PERFORMANCE REVIEW PANEL 2021-2022

RESOLUTION 2022/16

Moved: Cr Paul Moules

Seconded: Cr Ken Cudmore

That Council:

1. Determine the composition of the General Manager's Performance Review Panel for the 2021-2022 period to consist of the Mayor, Deputy Mayor, Councillor Terry Cohen (*nominated by Council*), and Councillor Paul Moules (*nominated by the General Manager*).
2. Authorise the General Manager's Performance Review Panel and General Manager to engage an external facilitator to assist with the performance appraisal process and the development of any new performance plan.
3. Delegate to the General Manager's Performance Review Panel:
 - (a) The whole process of performance management, including discussions about performance and performance reviews for the 2021-2022 period;
 - (b) The reporting to Council of findings and recommendations of reviews for the 2021-2022 period and any actions that should be taken; and
 - (c) The determination of any new performance plan for the 2022-2023 period.

CARRIED

7.6 ADOPTION OF DRAFT FRAUD AND CORRUPTION POLICY AND FRAUD AND CORRUPTION CONTROL PLAN

RESOLUTION 2022/17

Moved: Cr Ken Cudmore

Seconded: Cr Jason Allen

That Council:

1. Place the draft Fraud and Corruption Prevention Policy, appended at *Annexure A*, and draft Fraud and Corruption Control Plan, appended at *Annexure B*, on public exhibition for a period of 28 days.
2. Receive a further report following conclusion of the public exhibition period, or, if no submissions are received, adopt the draft Fraud and Corruption Prevention Policy and draft Fraud and Corruption Control Plan as exhibited.

CARRIED

7.7 ADOPTION OF DRAFT PROCUREMENT POLICY

RESOLUTION 2022/18

Moved: Cr Paul Moules

Seconded: Cr Jason Allen

That Council:

1. Place the draft Procurement Policy, appended at *Annexure A*, on public exhibition for a period of 28 days and adopt the draft policy as exhibited, subject to no submissions being received.

CARRIED

7.8 PUBLIC EXHIBITION OF DRAFT CODE OF MEETING PRACTICE

RESOLUTION 2022/19

Moved: Cr Paul Moules

Seconded: Cr Jason Allen

That Council:

1. Place the draft Code of Meeting Practice, appended at *Annexure B*, on public exhibition for a period of 28 days, pursuant to section 361 of the *Local Government Act 1993*.
2. Note that a further report on the draft Code of Meeting Practice, including any submissions received, will be provided to the first Ordinary Meeting of Council following the 2021 Local

Government ordinary elections.

CARRIED

7.9 PILLAR THREE - VISITOR ECONOMY

RESOLUTION 2022/20

Moved: Cr Ken Cudmore

Seconded: Cr Yvonne Wynne

1. That Council adopt the draft version of the Economic Development Strategy Pillar 3 – Visitor Economy.

CARRIED

7.10 RATE PEG FOR 2022-2023 - 0.7%

RESOLUTION 2022/21

Moved: Cr Paul Moules

Seconded: Cr Donna Lawson

That Council:

1. Receive and note the impact of the Rate Peg for 2022-2023.

CARRIED

7.11 STATEMENT OF INVESTMENTS - NOVEMBER & DECEMBER 2021

RESOLUTION 2022/22

Moved: Cr Paul Moules

Seconded: Cr Jason Allen

That Council:

1. Receive and note the Statement of Investments as at 30 November 2021 and 31 December 2021.

CARRIED

7.12 CORPORATE AND COMMUNITY SERVICES DIRECTORATE REPORT - DECEMBER 2021

RESOLUTION 2022/23

Moved: Cr Ken Cudmore

Seconded: Cr Paul Moules

That Council:

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1. Receive and note the Corporate and Community Services Directorate briefing for the month of December 2021 as detailed in this report.

CARRIED

7.13 INFRASTRUCTURE AND ENVIRONMENTAL SERVICES DIRECTORATE REPORT - JANUARY 2022

RESOLUTION 2022/24

Moved: Cr Jason Allen

Seconded: Cr Paul Moules

That Council:

1. Receive and note the Infrastructure and Environmental Services Directorate briefing for the month of January 2022 as detailed in this report.

CARRIED

7.14 WATER SUPPLY STATUS REPORT

RESOLUTION 2022/25

Moved: Cr Ken Cudmore

Seconded: Cr Yvonne Wynne

That Council:

1. Receive and note the Water Supply Status Report

CARRIED

7.15 AMENDMENT OF FEES AND CHARGES - DEVELOPMENT SERVICING CHARGES

RESOLUTION 2022/26

Moved: Cr Paul Moules

Seconded: Cr Donna Lawson

That Council:

1. Approve the following amendments to the Fees and Charges from 1 March 2022 through to 28 February 2023
 - (a) Page 70 - Developers' Charge – Water Services (other than villages) for subdivisions creating greater than one lot \$12,528 per equivalent tenement
 - (b) Page 70 - Developers' Charge – Water Services (other than villages) for subdivisions creating one lot \$nil
 - (c) Page 74 – Contribution to Headwork's DSP area 1 (Quirindi & Werris Creek) for subdivisions creating greater than one lot \$3,349
 - (d) Page 74 – Contribution to Headwork's DSP area 1 (Quirindi & Werris Creek) for

subdivisions creating one lot \$nil

CARRIED

7.16 REQUEST FOR ZEBRA CROSSING THOMAS STREET QUIRINDI

RESOLUTION 2022/27

Moved: Cr Jason Allen

Seconded: Cr Yvonne Wynne

That Council:

1. Receive and note the request for a pedestrian crossing at Thomas Street Quirindi.

CARRIED

7.17 DEVELOPMENT APPLICATION QUIRINDI RSL ALTERATIONS AND ADDITIONS - SMOKING DECK

RESOLUTION 2022/28

Moved: Cr Jason Allen

Seconded: Cr Ken Cudmore

That Council:

1. Determines Development Application 63/2021 pursuant to Section 4.16 of the *Environmental Planning and Assessment Act 1979* by the granting of consent subject to conditions, as detailed in the Development Assessment Report 10.2021.63.1 in Annexure A.

In Favour: Crs Ken Cudmore, Doug Hawkins OAM, Paul Moules, Yvonne Wynne, Donna Lawson and Jason Allen

Against: Nil

CARRIED 6/0

8 DELEGATES REPORTS

Nil

9 NOTICES OF MOTIONS/QUESTIONS WITH NOTICE

Nil

10 CONFIDENTIAL MATTERS

Nil

The Meeting closed at 3.28pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 23 February 2022.

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CHAIRPERSON