

**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF  
BREWARRINA HELD AT THE BREWARRINA SHIRE COUNCIL CHAMBERS ON  
FRIDAY 27TH OCTOBER 2023**

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Meeting commenced at 10.00am

**1: PRESENT:**

<b>Councillors</b>	<b>Vivian SLACK-SMITH Isaac GORDON Mark BROWN Donna JEFFRIES Angelo PIPPOS Douglas GORDON</b>
<b>General Manager</b>	<b>David KIRBY</b>
<b>Executive Assistant</b>	<b>Arianne TAN</b>

**2: APOLOGIES**

130/23

**RESOLVED on MOTION by Councillor PIPPOS; Seconded by Councillor D GORDON; That Council grant the leave of absences for Councillor SHERIDAN and Councillor FRAIL for Friday 27<sup>th</sup> October 2023 Ordinary Business Meeting.**

The MOTION upon being PUT to the MEETING was declared CARRIED.

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**3. DECLARATION OF PECUNIARY OR NON-PECUNIARY CONFLICT OF INTEREST:**

- NIL

**4: CONFIRMATION OF MINUTES:**

Confirmation of the Minutes of the Ordinary Meeting of Friday 23<sup>rd</sup> June 2023

131/23

**RESOLVED on MOTION by Councillor BROWN; Seconded by Councillor D GORDON; that the Minutes of the Ordinary Meeting of Friday 15<sup>TH</sup> September 2023 covered by resolutions 117/23 to 129/23 action request be adopted.**

The MOTION upon being PUT to the MEETING was declared CARRIED.

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**5: MAYORAL MINUTE:**

**GENERAL MANAGER ANNUAL PERFORMANCE REVIEW**

- 1. That Council endorse the report of the General Managers Performance Review Committee and specifically the “Summary of Annual Review Process 2022/2023” document as prepared by Local Government Management Solutions.**

2. That the General Manager, Mr David Kirby, be congratulated on his performance rating being at a “3.28 Meets Expectations to Exceeds Expectations” level.
3. That following the 2022/2023 Annual Performance Review of Councils General Manager, Mr David Kirby, and the better than satisfactory performance result, the General Manager’s existing Total Remuneration Package be increased by way of a 10% .

## 6: REPORTS OF COMMITTEES

- NIL
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## 7: REPORTS FOR ACTION TO COUNCIL:

### ITEM 1: BANK RECONCILIATION & INVESTMENTS

#### PURPOSE:

The purpose of this report is to present the reconciliation of Council’s cashbook and bank statement as at 30<sup>th</sup> Sep 2023. The presentation of this information is not a requirement of any Act, however it has been provided historically for the information of Councillors.

#### RECOMMENDATION:

That Council;

1. The bank reconciliation report is received as information.
2. The Certification of the Responsible Accounting Officer for compliance with the Investment Policy and the Ministerial Investment Order dated 28 April 2017 be received and noted.

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**RESOLVED on MOTION by Councillor STANTON, Seconded by Councillor I GORDON;**

That Council accept;

1. The bank reconciliation report is received as information.
2. The Certification of the Responsible Accounting Officer for compliance with the Investment Policy and the Ministerial Investment Order dated 28 April 2017 be received and noted.

The MOTION upon being PUT to the MEETING was declared CARRIED.

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### ITEM 2: WORK HEALTH AND SAFETY POLICY

#### PURPOSE:

The purpose of this report is to inform Council about the Work Health and Safety Policy changes to ensure compliance with Council legislative obligations.

#### RECOMMENDATION:

That Council;

Re-adopts the Work Health and Safety Policy with legislative amendments and updates.

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**RESOLVED on MOTION by Councillor JEFFRIES, Seconded by Councillor BROWN;  
That;**  
That Council re-adopts the Work Health and Safety Policy with legislative  
amendments and updates.

The MOTION on being PUT to the MEETING was declared CARRIED.

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**ITEM 3: POLICIES REVIEW DEBT MANAGEMENT DEBT RECOVERY & PROVISION  
OF CREDIT FINANCIAL HARDSHIP**

**PURPOSE:**

The purpose of this report is to inform Council's Debt Management policies to recovery  
overdue debt and relief under S567 and S607 to rates payer experience short term  
financial hardship.

**RECOMMENDATION:**

**That Council;**  
**Re-adopts the amendments and updates for below polices, - Debt Management  
Policy - Debt Recoveries and Provision of Credit Policy - Financial Hardship  
Policy**

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**RESOLVED on MOTION by Councillor BROWN, Seconded by Councillor  
STANTON;**  
**That Council;**  
**Re-adopts the amendments and updates for below polices,**  
**- Debt Management Policy**  
**- Debt Recoveries and Provision of Credit Policy**  
**- Financial Hardship Policy**

The MOTION on being PUT to the MEETING was declared CARRIED.

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**ITEM 4: POLICIES REVIEW GIFTS AND BENEFITS POLICY**

**PURPOSE:**

The purpose of this report is to offer guidance to Councillors and staff in regard to  
receiving or being offered gifts or benefits and to provide direction for managing the  
Gifts and Benefits disclosure process.

**RECOMMENDATION:**

**That Council;**  
**Re-adopts the amendments and updates for Gifts and Benefits Policy**

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**RESOLVED on MOTION by Councillor D GORDON, Seconded by Councillor  
PIPPOS;**  
**That Council; Re-adopts the amendments and updates for Gifts and Benefits  
Policy.**

The MOTION on being PUT to the MEETING was declared CARRIED.

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**ITEM 5: BREWARRINA MAINSTREET MASTERPLAN**

**PURPOSE:**

To update Council on the Brewarrina Mainstreet Masterplan Redevelopment and Place Making Study

**RECOMMENDATION:**

That Council;

1. That Council resolve to endorse and accept the Brewarrina Mainstreet Masterplan Report by Hassel Group.
2. That Council authorise the General Manager to find potential grants for each of the study areas and finalise a scope of works for each area.

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**RESOLVED on MOTION by Councillor d GORDON, Seconded by Councillor PIPPOS;**

That Council;

1. That Council resolve to endorse and accept the Brewarrina Mainstreet Masterplan Report by Hassel Group.
2. That Council authorise the General Manager to find potential grants for each of the study areas and finalise a scope of works for each area.

The MOTION on being PUT to the MEETING was declared CARRIED.

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**ITEM 6: REGIONAL EMERGENCY ROAD REPAIR FUND**

**PURPOSE:**

The purpose of this report is to advise Council of the funding received under the Regional Emergency Road Repair Fund (RERRF).

**RECOMMENDATION:**

That Council; Receive this Regional Emergency Road Repair Fund Report as Information.

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**RESOLVED on MOTION by Councillor FRAIL, Seconded by Councillor I GORDON;**

That Council;

Receive this Regional Emergency Road Repair Fund Report as Information.

The MOTION on being PUT to the MEETING was declared CARRIED.

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**REPORTS FOR INFORMATION:**

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The purpose of this report is for Councillors to receive the Status Report, Councils Information Reports as well as the items for Correspondence.

**RECOMMENDATION:**

That the Status Report, Information Reports, which are listed from a-n, and the Items for Correspondence be received as information.

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**8: REPORTS FOR INFORMATION:**

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The purpose of this report is for Councillors to receive the Status Report, Councils Information Reports as well as the items for Correspondence.

**RECOMMENDATION:**

That the Status Report, Information Reports, which are listed from a-h, and the Items for Correspondence be received as information.

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- **Status Report**
- **Information Report**
  - a. General Manager / Mayor
  - b. Transport
  - c. Plant
  - d. Utilities
  - e. EDM
  - f. Human Services
  - g. FAM
  - h. Correspondence
- **Items for Correspondence:**
  1. Dolly Parton's Imagination Library.
  2. Transport for NSW Presentation
  3. Position Paper - Addressing Town Water Security for regional NSW
  4. Draft AWC Board Meeting Minutes - 8 September 2023
  5. DRAFT - Meeting Minutes -231004 (Barwon Darling)

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**RESOLVED on MOTION by Councillor PIPPOS; Seconded by Councillor JEFFRIES;**

**That;**

**The status Report, Information Reports and Items of Correspondence be received and noted.**

The MOTION on being PUT to the MEETING was declared CARRIED.

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**10: NOTICE OF MOTION/ QUESTIONS WITHOUT NOTICE:**

**PURPOSE:**

To table the Notice of Motion for discussion from Councillor Jeffries  
**Regarding a feasibility study for the establishment of carp fertilising facility.**

**RECOMMENDATION:**

**That Council;**

**1. Receive this report and resolve to apply for funding to conduct a feasibility study for the establishment of a Carp and Plant Fertilisers Processing Facility In Brewarrina.**

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**RESOLVED on MOTION by Councillor JEFFRIES; Seconded by Councillor PIPPOS;**

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That Council;

1. Receive this report and resolve to apply for funding to conduct a feasibility study for the establishment of a Carp and Plant Fertilisers Processing Facility In Brewarrina.

**11: CLOSED SESSION**

RESOLVED on MOTION by Councillor BROWN, Seconded by Councillor D GORDON; that Council move to close the Meeting to the public as per section of the Local Government Act 1993:

141/23 Section 10B (2) (a) of the Local Government Act 1993, the discussion of personnel matters concerning particular individuals (other than Councillors)

The MOTION upon being PUT to the MEETING was declared CARRIED.

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Meeting moved into closed session at 11:15am

Council resumed open session at 11:30 pm

**12: OPEN SESSION**

**Evaluation Report – Supply and Delivery of Bitumen Emulsion**

That Council:

1. That Fulton Hogan Pty Ltd be awarded this contract as the Single Source supplier to Brewarrina Shire Council for the period 1 January 2024 to 31 December 2025, and
2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2026.

**Evaluation Report – Provision of Linemarking**

That Council:

1. That White Line Road Services Pty Ltd be awarded this contract as the Panel Source suppliers to Brewarrina Shire Council for the period 1 January 2024 to 31 December 2025, and
2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2026.

**Evaluation Report – Provision of Traffic Control T272324OROC**

That Council:

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1. That Lack Group Pty Ltd be awarded this contract as the Panel Source suppliers to Brewarrina Shire Council for the period 1 January 2024 to 31 December 2025, and
2. That a provision be allowed for a 12-month extension based on satisfactory supplier performance, which may take this contract through to 31 December 2026.

**Meeting concluded at 11:40pm**