



ORDINARY MEETING OF COUNCIL

Held on

Tuesday, 29 March 2022

10:00am

at

NEWA Meeting Room, Rusden Street

PRESENT: Councillor Tim Bower, Councillor Lara Gresham, Councillor Scott Kermode, Councillor Margaret O'Connor, Councillor Paul Packham and Councillor Dorothy Robinson

IN ATTENDANCE: Mr Tim Weeks (General Manager)

**ORDINARY MEETING OF NEW ENGLAND COUNTY COUNCIL HELD
IN COUNCIL'S OFFICES ON 29 MARCH 2022 COMMENCING AT 10:45 am**

ORDINARY MEETING OF COUNCIL

1. STATEMENT IN RELATION TO RECORDING OF COUNCIL MEETINGS

The General Manager advised that the Meeting was *not* being Live Streamed, however, a video recording of the Meeting would be available on the County Council's website.

**2. APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE BY
COUNCILLORS**

Nil

3. DISCLOSURES OF INTEREST

Nil

4. CONFIRMATION OF MINUTES

**4.1 Confirmation of the Minutes of the Ordinary Council Meeting held on 19
October 2022**

1/22 RESOLVED

That the Minutes of the Ordinary Council meeting held on 19 October 2021 be taken as read and accepted as a true record of the Meeting.

Moved Cr O'Connor Seconded Cr Bower

The Motion on being put to the vote was CARRIED unanimously.

5. OATH OF OFFICE FOR COUNCILLORS

2/22 RESOLVED

That all Councillors take an oath of office, as required by Section 233A of the *Local Government ACT 1993*.

That it be noted that the following Councillors took the Oath of Office, before the General Manager, prior to the first Ordinary Meeting of the new Council, on 29 March 2022:

- Councillor Tim Bower
- Councillor Lara Gresham
- Councillor Scott Kermode
- Councillor Margaret O'Connor
- Councillor Paul Packham
- Councillor Dorothy Robinson

Moved Cr Kermode

Seconded Cr O'Connor

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6. ELECTION OF THE CHAIR AND DEPUTY CHAIR

3/22 MOVED

That Council:

- a. Resolve that the ballot be by *open* ballot voting (show of hands).
- b. That the General Manager, as Returning Officer, call for nominations for the election of the Chair for the period of 29 March 2022 to March 2024.
- c. The General Manager, as Returning Officer, call for nominations for the election of Deputy Chair for the period 29 March 2022 to March 2024

Moved Cr Packham

Seconded Cr O'Connor

Amendment

That Council:

- a. Resolve that the ballot be by *written* ballot voting.
- b. That the General Manager, as Returning Officer, call for nominations for the election of the Chair for the period of 29 March 2022 to March 2024.
- c. The General Manager, as Returning Officer, call for nominations for the election of Deputy Chair for the period 29 March 2022 to March 2024

Moved Cr Packham

Seconded Cr Robinson

The amendment on being put to the vote was CARRIED unanimously.

The amended motion on being put to the vote was CARRIED.

The General Manager, acting as Returning Officer, called for nominations for the office of Chair. There was only a single nomination.

The Returning Officer declared Cr Kermode elected as the Chair, for the 2022-2024 term.

The General Manager, acting as Returning Officer, called for nominations for the office of Deputy Chair. There being only a single nomination.

The Returning Officer declared Cr Bower elected as the Deputy Chair, for the 2022-2024 term.

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7. ORDINARY COUNCIL MEETING CYCLE for 2021-2022

4/22 RESOLVED

- a. That the Ordinary Council Meeting cycle for the remainder of the 2021-2022 financial year be scheduled for the second Tuesday of the months, as follows:
- February Meeting - delayed until 29 March 2022, due to GP Council elections
 - May Meeting (Tender, Draft Budget) - 10 May 2022
 - June Meeting (Adopt Budget) - 14 June 2022
- b. That the time of the Ordinary Council meetings to commence is **10:00am**.
- c. Ordinary Council meetings may be held, by agreement, at the chambers of member councils.
- d. Such dates may be altered when:
- For good and sufficient reason an Ordinary Council meeting may be altered by resolution of Council at a preceding ordinary meeting.
 - The provisions of the Local Government Act (1993) require.

Moved Cr Packham

Seconded Cr Gresham

8. CLOSED MEETING

5/22 RESOLVED

That the meeting be closed during the discussion of the matter "Staff Performance".

The General Manager was requested to leave the closed meeting for the duration of the discussion.

Moved Cr Kermode

Seconded _____

6/22 RESOLVED

That the closed meeting be terminated in order that the Ordinary Meeting might be resumed.

Moved Cr Kermode

Seconded _____

The General Manager was requested to return for the balance of the Ordinary Meeting.

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9. PERFORMANCE REVIEW OF GENERAL MANAGER

7/22 MOVED

- a. That the performance indicators (KPI's) set out in Clause 7 of the General Manager's contract of employment, should form the Terms of Reference for a performance review.
- b. That the General Manager should convene a review committee, to be in force for the term of this Council, and which shall comprise:
 - The Chairman
 - The Deputy Chair and
 - A committee member, to be nominated by the General Manager.

In addition, a representative of Local Government New South Wales would participate as an independent advisor.

- c. The timing of the performance review should align with the timing set out in the General Manager's contract.

Moved Cr O'Connor

Seconded Cr Robinson

10 FUNDS MANAGEMENT

8/22 RESOLVED

- a. That the report summarising Council's Funds Management position be received and noted.
- b. That the related Certificate of the Responsible Accounting Officer (CFO) be noted, and the report adopted.

Moved Cr Packham

Seconded Cr O'Connor

11 QUARTERLY BUDGET REVIEW – AS AT DECEMBER 2021

9/22 RESOLVED

- a. That the December 2020-2021 Quarterly Budget Review be received and noted.
- b. That the recommended Budget Changes be accepted.
- c. That the related Certificate of the Responsible Accounting Officer, be noted and the report adopted.

Moved Cr Packham

Seconded Cr O'Connor

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12 CASH AND INVESTMENTS BUDGET REVIEW STATEMENT

10/22 RESOLVED

That Council's Cash and Investments Budget Review Statement and the KPIs be noted and accepted.

Moved Cr Packham

Seconded Cr Bower

13 GENERAL MANAGER'S REPORT

11/22 RESOLVED

That the General Manager's Report be received and noted.

Moved Cr Packham

Seconded Cr Gresham

14 WEED CONTROL MATTERS – WEEDS ACTION PLAN

12/22 RESOLVED

That the Weeds Action Plan summarising outcomes and activities, including the 2021-2022 Weeds Action Program (WAP), be received and noted.

Moved Cr Gresham

Seconded Cr Robinson

13/22 MOVED

That a report be prepared setting out the rationale for a change in the Inspection Program with the division of each LGA into 5 inspection zones as set out in the inspection charts.

Moved Cr Kermode

Seconded _____

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15 ISSUE OF DEBIT CARDS TO NEWA FIELD STAFF

14/22 MOVED

That the Credit/Debit Card Policy governing the issue of Debit cards to field staff, should be referred to a NEWA Audit (ARIC) committee for its review and their input.

16 MATTERS OF URGENCY

There are no matters of urgency.

NEXT MEETING

Date to be advised, pending availability of Operational Plan and 2022-2023 Draft Annual Budget.

There being no further business, the Chair declared the meeting closed at 1:23pm.