



MINUTES OF  
ORDINARY MEETING OF COUNCIL

Held on

Tuesday, 29 March 2022

10:45 am

in

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)

**MINUTES OF ORDINARY MEETING OF 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 Chair 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**

**4/22 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. PERFORMANCE REVIEW OF GENERAL MANAGER**

**5/22 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.

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- 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**

**6 FUNDS MANAGEMENT**

**6/22 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**

**7 QUARTERLY BUDGET REVIEW – AS AT DECEMBER 2021**

**7/22 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**

**8 CASH AND INVESTMENTS BUDGET REVIEW STATEMENT**

**8/22 RESOLVED**

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

**Moved Cr Packham**

**Seconded Cr Bower**

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**9. GENERAL MANAGER'S REPORT**

**9/22 RESOLVED**

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

**Moved Cr Packham**

**Seconded Cr Gresham**

**10. WEED CONTROL MATTERS – WEEDS ACTION PLAN**

**10/22 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**

**11/22 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**

**11.0 ISSUE OF DEBIT CARDS TO NEWA FIELD STAFF**

**12/22 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.

**12.0 MATTERS OF URGENCY**

There are no matters of urgency.

**NEXT MEETING**

Tuesday 28<sup>th</sup> June 2022 to adopt Operational Plan and 2022-2023 Draft Annual Budget.

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