
**MINUTES OF THE ORDINARY MEETING OF ROUS COUNTY COUNCIL HELD
WEDNESDAY, 18 OCTOBER 2023 AT ADMINISTRATION OFFICE, 218-232
MOLESWORTH STREET, LISMORE**

1 OPENING OF THE MEETING

The Chair opened the meeting at 10.02 am.

In attendance:

Councillors

- Cr Robert Mustow, Richmond Valley Council (Chair)
- Cr Sharon Cadwallader, Ballina Shire Council (Deputy Chair)
- Cr Rod Bruem, Ballina Shire Council
- Cr Michael Lyon, Byron Shire Council
- Cr Sarah Ndiaye, Byron Shire Council
- Cr Andrew Gordon, Lismore City Council
- Cr Big Rob, Lismore City Council
- Cr Sandra Humphrys, Richmond Valley Council

Council Officers

- Phillip Rudd, General Manager
- Andrew Logan, Group Manager Planning and Delivery
- Helen McNeil, Group Manager People and Performance
- Geoff Ward, Group Manager Corporate and Commercial
- Jonathan Patino, Finance Manager
- Guy Bezrouchko, Project Manager - Relocation and Properties
- Robyn Waldron, Executive Assistant/Minute Taker
- Noeline Smith, Executive Secretary
- Luka Taylor, ICT Systems Administrator
- James Clarke, IT Support Officer

Other attendees

- Richard Watkinson, Thomas Noble & Russell

2 ACKNOWLEDGEMENT OF COUNTRY

Rous County Council acknowledges the Traditional Custodians of the land upon which we work and live. We pay our respects to the Elders of the past, present and emerging and acknowledge their continuing connection to Country who will guide us on our shared journey to the future.

**3 APOLOGIES AND APPLICATIONS FOR LEAVE OF ABSENCE OR ATTENDANCE
BY AUDIO-VISUAL LINK BY COUNCILLORS**

Nil.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RESOLVED [43/23] (Cadwallader/Bruem) that the Minutes of the meeting held 18 August 2023 be approved as presented.

Confirmation of Minutes of previous meeting (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Robert Mustow and Cr Big Rob	6
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	Cr Sarah Ndiaye/Cr Michael Lyon	2
Carried		

5 DISCLOSURE OF INTEREST

Nil.

6 MATTERS OF URGENCY

Nil.

7 NOTICES OF MOTION/QUESTIONS WITH NOTICE

Nil.

8 GENERAL MANAGER REPORTS

8.1 2024 Council meeting schedule

RESOLVED [44/23] (Cadwallader/Humphrys) that Council determine its meeting schedule for 2024 with meetings to be held on the third Wednesdays commencing 10.00am at the Rous County Council Administration Office on:

- 14 February
- 17 April
- 19 June
- 14 August
- October (to be determined following 14 September LG Elections)
- 11 December

2024 Council meeting schedule (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Robert Mustow and Cr Big Rob	6
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	Cr Sarah Ndiaye/Cr Michael Lyon	2
Carried		

Cr Sarah Ndiaye arrived 10.07am.

9 GROUP MANAGER CORPORATE AND COMMERCIAL REPORTS

9.1 Annual Financial Reports and Audit Report for Year Ended 30 June 2023

RESOLVED [45/23] (Gordon/Cadwallader) that Council:

1. In accordance with section 413 (2c) of the *Local Government Act 1993* and clause 215 of the *Local Government (General) Regulation 2021*, adopt the 2022/23 Audited Financial Reports and “Statement by Councillors and Management” for both the General-Purpose Financial Reports and the Special Purpose Financial Reports, with the Chairperson and Deputy Chairperson delegated to sign on behalf of Council.
2. Advertise the presentation of the draft 2022/23 Financial Reports to the public from 20 October 2023 for seven days and invite both inspection and submissions.
3. Forward a copy of the 2022/23 Audited Financial Reports to the Office of Local Government.
4. Present the 2022/23 Audited Financial Reports to the public at an additional meeting of Council on 15 November 2023 to be held on 10.00am.

Annual Financial Reports and Audit Report for Year Ended 30 June 2023 (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	7
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	Cr Michael Lyon	1
Carried		

9.2 Quarterly Budget Review Statement for the quarter ending 30 September 2023

RESOLVED [46/23] (Rob/Humphrys) that Council note the results presented in the Quarterly Budget Review Statement as at 30 September 2023 and authorise the variations to the amounts from those previously estimated.

Quarterly Budget Review Statement for the quarter ending 30 September 2023 (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	7
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	Cr Michael Lyon	1
Carried		

Cr Michael Lyon arrived 10.13am.

9.3 Amendment to 2020/21 Loan Borrowing Terms

RESOLVED [47/23] (Humphrys/Bruem) that Council:

1. Receive and note the report.
2. Authorise the amendments to the associated loan documentation to be completed under Seal.
3. Authorise any future amendments to the associated loan documentation which are considered of a minor nature and not adverse to Council to be completed under Seal.

Amendment to 2020/21 Loan Borrowing Terms (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

10 GROUP MANAGER PLANNING AND DELIVERY REPORTS

10.1 Drought Management Plan Update

RESOLVED [48/23] (Cadwallader/Ndiaye) that Council:

1. Receive and note report.
2. Support the implementation of an interim drought management response based on the existing Drought Management Plan (2016).
3. Endorse the adoption of the proposed Interim Water Restrictions System, as outlined in the report.

Drought Management Plan Update (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

10.2 Renewable Energy and Emissions Reduction Plan (REERP)

RESOLVED [49/23] (Bruem/Cadwallader) that Council note and receive the report and:

1. Endorse the adoption of the Renewable Energy and Emissions Reduction Plan (2023) with its recommendations, including achieving net zero for Rous by 2050.
2. Endorse the allocation of budgets to the Renewable Energy Projects as listed in the report and inclusion of the projects in the capital works program out to 2028.

Renewable Energy and Emissions Reduction Plan (REERP) (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

11 POLICIES

Policies for review (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

11.1 Policies Review

RESOLVED [50/23] (Bruem/Humphrys) that Council:

1. Revoke the following policies and any policy revived as a result of the revocation:
 - (a) Work Health Safety dated 20 October 2021
 - (b) Drinking Water Quality dated 21 March 2018
 - (c) Privacy dated 17 August 2022
 - (d) Public Interest Disclosures dated 17 August 2022
2. Approve the revised policies of the same name outlined in and attached to the report.

12 INFORMATION REPORTS

RESOLVED [51/23] (Rob/Bruem) that the following information reports be received and noted:

1. Investments – September 2023
2. Water production and consumption – September 2023
3. Reports/Actions pending.

Information reports (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0

Conflict of Interests	None	0
Absent	None	0
Carried		

13 CONFIDENTIAL MATTERS

MOVED TO CLOSED COUNCIL

RESOLVED [52/23] (Cadwallader/Humphrys) that Council move into Closed Council with the press and public excluded from the meeting based on the grounds detailed below:

Report	Workplace consolidation – Gallans Road update
Grounds for closure	Section 10A(2)(d) commercial information of a confidential nature that would, if disclosed: i) prejudice the commercial position of the person who supplied it.

The meeting moved to Closed Council at 10.26am.

Move to Closed Council (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

RESUME TO OPEN COUNCIL

RESOLVED [53/23] (Ndiaye/Cadwallader) that the meeting resume to Open Council.

The meeting moved to Open Council at 10.49am.

Move to Open Council (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

The General Manager read to the meeting the following resolution of Council:

13.1 Workplace Consolidation - Gallans Road Update

RESOLVED [54/23] (Mustow/Cadwallader) that Council:

1. Notes the procurement approach outlined in the report, including the outcome of the expression of interest and the intended Request for Tender process with selected tenderers.
2. Approve amendments to the project budget as per 'revised estimates' in Table 4 of the report.
3. Delegate the General Manager authority to negotiate and execute the project contract(s) to the value identified in Table 4 of the report.
4. Receives quarterly project updates as per project probity plan.

Workplace consolidation – Gallans Road update (Resolution)		
For	Cr Rod Bruem, Cr Sharon Cadwallader, Cr Andrew Gordon, Cr Sandra Humphrys, Cr Michael Lyon, Cr Robert Mustow, Cr Sarah Ndiaye and Cr Big Rob	8
Against	None	0
Abstain	None	0
Conflict of Interests	None	0
Absent	None	0
Carried		

14 CLOSE OF BUSINESS

There being no further business the meeting closed at 10.50 am.