



# **MINUTES**

**Ordinary Council Meeting**

**9 October 2017**

**MINUTES OF KYOGLE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE KYOGLE COUNCIL CHAMBERS, STRATHEDEN STREET, KYOGLE  
ON MONDAY, 9 OCTOBER 2017 AT 5PM**

**PRESENT:** Cr Danielle Mulholland (Mayor), Cr Janet Wilson, Cr Maggie May, Cr Hayden Doolan, Cr Earle Grundy, Cr Lindsay Passfield, Cr Robert Dwyer

**IN ATTENDANCE:** The Acting General Manager, The Director Assets and Infrastructure Services, The Acting Director Planning and Environmental Services, the Personal Assistant to the General Manager.

The Mayor declared the meeting open at 5pm.

## **1 APOLOGIES**

Apologies were received from Councillors John Burley and Kylie Thomas.

## **RESOLVED CO/1017/1**

Moved by Cr Lindsay Passfield, seconded by Cr Robert Dwyer

That the apologies received from Councillors Burley and Thomas be accepted and that leave of absence be granted.

**CARRIED**

FOR VOTE - Unanimous vote.

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

## **2 OPENING PRAYER**

The Mayor read the opening prayer.

## **3 TRADITIONAL LANDS ACKNOWLEDGEMENT**

The Mayor acknowledged that the meeting was being held on the Traditional Lands of the Bundjalung people.

## **4 DECLARATION OF INTERESTS**

Councillor Hayden Doolan declared an interest in the following item(s):

- o Item 9.2 Notice of Motion - Cr Janet Wilson; Withdrawal of NPWS Jobs  
Reason for declaration - Relative of a NPWS staff member.

## **5 QUESTION TIME**

Anne Reardon: A big thank you to Council for allowing ratepayers to use facilities such as the KMI without charge.

In Stratheden Street, just after Council's crew cleaned the street, someone spilt something near the seat. Is it possible that something could be done about the mess that has been left on the street? Dog droppings also have remained near the garbage outside the stationery shop in Stratheden Street for a week.

Acting General Manager: Thank you for the question. The matter has been raised by Cr Dwyer and a couple of the stall holders and there is a customer request in the system to have that fixed.

Anne Reardon: Why wasn't there a representative from the Council at the Kyogle Show luncheon?

Mayor: Because we were not invited. I arrived at the show in the morning, and I spoke to the president of the Show Society and raised this issue with him. He said it was an oversight and we were quite happy with the explanation.

## 6 PUBLIC ACCESS

Mr Graeme Gibson - Draft Community Engagement Strategy and Community Strategic Plan.

The Draft Community Engagement Strategy is based on an internationally recognised spectrum of public participation, which starts at inform and goes through consult; involve; collaborate; and empower.

Inform is what you do when you tell someone what you are doing. Consult, is essentially when you say to someone, or council would say to the community, tell us what you think.

Then there is involve and collaborate. Collaborate is essentially the Council telling the community, tell us what you think, give us your views on an issue and we will undertake to implement your views to the greatest extent possible, and where that is not possible, we will explain why. This is an entirely different relationship between Council and the community.

It is for that sort of reason that I think Councillors and council staff should change their mindset about this from consulting the community to engaging the community. When you decide to engage the community, you might use the level called consult which means you are not limited to simply asking the community to tell us what you think.

The Draft Strategy refers to a toolkit of methods to be acquired or developed for use by staff with responsibilities for community engagement. That's all well and good, but without support/professional development staff will struggle to use that toolkit effectively. What is needed is professional development which can come from external training providers or it could come from an internal, self-guided network of staff with an interest or experience in the area.

From the spectrum, collaborate is the level recommended by the State Government for the implementation of the Community Strategic Plan, which is the number one plan of Council. Collaboration is based on high levels of trust between Council and the community.

Council's website currently hosts two Community Strategic Plans. One is 40 pages and the other is 20 pages. There is no explanation as to why there are two plans. I suspect that very few people will read either, let alone both.

What would be very helpful would be a far shorter document, something like the Community Strategic Plan at a glance. Instead of being 20 or 40 pages, it could be just four pages. Something that a group of people or an individual can engage with; if they want more information they could get it from the 20 or 40 page documents.

The Community Strategic Plan At A Glance could be based on an executive summary that could be produced in a recognised format for small group discussion/small group learning/small group action feedback, which is known as a Kitchen Table Discussion. Kitchen Table Discussions don't have to take place in a kitchen, they can take place in a workplace lunch room, a café or wherever a group of people meet. It's just enough information to pique people's interest - more information is available for those who want it.

It is a recognised format for effective community engagement and I think it would be a very useful form of community validation and relationship strengthening before a mid-term review of the Community Strategic Plan, which I presume is the best part of a year away.

I'm not pitching for a job; I just think they are things that need doing.

Cr Janet Wilson: Thank you for raising these issues. I think this Council has always struggled with who the audience is for these sorts of documents. I think the Kitchen Table Discussion idea is well worth pursuing. The Draft Community Engagement Strategy is an academic document that needs to be more focused and shorter for the community; it is more a document for staff training purposes.

Cr Lindsay Passfield: Thank you. Your comments are very positive, relevant and timely, particularly in relation to an executive summary. Very few people have the time or the inclination to wade through a tome when it comes to this sort of stuff and to have a four or five page document that encapsulates where we are going would be very handy.

Acting General Manager: Thank you for your submission. Council took on board some of your suggestions in your submission, including the change from consulting to engaging. You mention two documents on the website, I would suggest, one is a superseded document that has been kept as a reference point. The Mayor had also raised the issue of an executive summary and Council will take that on board and have a discussion at an executive management level.

## **7 CONFIRMATION OF MINUTES**

### **RESOLVED CO/1017/2**

Moved by Cr Janet Wilson, seconded by Cr Earle Grundy

That Council adopt the minutes of Ordinary meeting held on Monday 11 September 2017.

**CARRIED**

FOR VOTE - Unanimous vote.

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

## **8 MAYORAL MINUTE**

Nil

## **9 NOTICES OF MOTION**

### **9.1 NOTICE OF MOTION - NAMING OF UNNAMED LANES IN WOODENBONG**

#### **RESOLVED CO/1017/3**

Moved by Cr Lindsay Passfield, seconded by Cr Earle Grundy

That Council initiate the process to:

1. Name the unnamed lanes in Woodenbong as proposed by the Woodenbong Progress Association in Attachment 1 (this proposal is further simplified at Attachment 2).
2. Rename Roseberry Lane (Woodenbong) Slys Lane (Woodenbong).

**CARRIED**

FOR VOTE - Unanimous vote.

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**9.2 NOTICE OF MOTION - CR JANET WILSON; WITHDRAWAL OF NPWS JOBS**

At 5:14 pm, Cr Hayden Doolan left the meeting

**MOTION**

Moved by Cr Janet Wilson, seconded by Cr Maggie May

That Council:

1. Write to the NSW Minister for Environment, Local Government and Heritage the Hon Gabrielle Upton objecting to the withdrawal of valuable National Parks and Wildlife Service jobs and services in the Kyogle LGA.
2. Request a deputation with Minister Upton. The purpose of the deputation is to ensure that Kyogle LGA's needs are met.

**AMENDMENT**

Moved by Cr Lindsay Passfield, seconded by Cr Earle Grundy

That Council:

1. Write to the NSW Minister for Environment, Local Government and Heritage the Hon Gabrielle Upton objecting to the withdrawal of valuable National Parks and Wildlife Service jobs and services in the Kyogle LGA and highlighting the negative impacts that the creation of national parks from non-rainforest State Forests has had on Kyogle LGA.
2. Request a deputation through Thomas George's office with Minister Upton. The purpose of the deputation is to ensure that Kyogle LGA's needs are met.

**CARRIED**

FOR VOTE - Danielle Mulholland, Earle Grundy, Lindsay Passfield and Robert Dwyer

AGAINST VOTE - Janet Wilson and Maggie May

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas, Hayden Doolan.

The amendment became the motion.

**AMENDMENT**

Moved by Cr Maggie May, seconded by Cr Janet Wilson.

That Council:

1. Write to the NSW Minister for Environment, Local Government and Heritage the Hon Gabrielle Upton objecting to the withdrawal of valuable National Parks and Wildlife Service jobs and services in the Kyogle LGA and highlighting the positive and negative impacts that the creation of national parks from non-rainforest State Forests has had on Kyogle LGA.
2. Request a deputation through Thomas George's office with Minister Upton. The purpose of the deputation is to ensure that Kyogle LGA's needs are met

**CARRIED**

FOR VOTE - Danielle Mulholland, Janet Wilson and Maggie May

AGAINST VOTE - Earle Grundy, Lindsay Passfield and Robert Dwyer

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas, Hayden Doolan.

The Mayor used her casting vote to carry the vote.

The amendment became the motion.

**RESOLVED CO/1017/4**

Moved by Cr Maggie May, seconded by Cr Janet Wilson

That Council:

1. Write to the NSW Minister for Environment, Local Government and Heritage the Hon Gabrielle Upton objecting to the withdrawal of valuable National Parks and Wildlife Service jobs and services in the Kyogle LGA and highlighting the positive and negative impacts that the creation of national parks from non-rainforest State Forests has had on Kyogle LGA.
2. Request a deputation through Thomas George's office with Minister Upton. The purpose of the deputation is to ensure that Kyogle LGA's needs are met.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas, Hayden Doolan.

At 5:37 pm, Cr Hayden Doolan returned to the meeting.

**9.3 NOTICE OF MOTION - CR MAGGIE MAY; VIABILITY OF SCHEMES TO ENCOURAGE FULL PAYMENT OF ANNUAL RATES.****MOTION**

Moved by Cr Maggie May, seconded by Cr Janet Wilson

That Council receive a report on the viability of implementing schemes to encourage the full payment of annual rates by the due date such as that implemented by Alice Springs Council.

**AMENDMENT**

Moved by Cr Earle Grundy, seconded by Cr Maggie May

That Council receive a report on the viability of implementing schemes to encourage the full payment of annual rates by the due date.

**CARRIED**

FOR VOTE - Danielle Mulholland, Maggie May, Hayden Doolan, and Earle Grundy.

AGAINST VOTE - Janet Wilson and Robert Dwyer, Lindsay Passfield

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

The amendment became the motion.

**RESOLVED CO/1017/5**

Moved by Cr Earle Grundy, seconded by Cr Maggie May

That Council receive a report on the viability of implementing schemes to encourage the full payment of annual rates by the due date.

**CARRIED**

FOR VOTE - Danielle Mulholland, Maggie May, Hayden Doolan, and Earle Grundy

AGAINST VOTE - Janet Wilson, Robert Dwyer and Lindsay Passfield.

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**10 QUESTIONS WITH NOTICE FROM COUNCILLORS****10.1 QUESTIONS WITH NOTICE FROM COUNCILLORS****RESOLVED CO/1017/6**

Moved by Cr Hayden Doolan, seconded by Cr Janet Wilson

That Council receives and notes the report, *Questions From The Last Council Meeting*.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**11 REPORTS FROM DELEGATES****11.1 DELEGATE'S REPORT - COUNCILLOR DANIELLE MULHOLLAND; NORTHERN RIVERS ZONE LIAISON COMMITTEE****RESOLVED CO/1017/7**

Moved by Cr Danielle Mulholland, seconded by Cr Janet Wilson

That Council receives and notes the report, *Delegate's Report - Cr Danielle Mulholland; Northern Rivers Zone Liaison Committee*.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**11.2 DELEGATE'S REPORT - CR HAYDEN DOOLAN; BUSH FIRE RISK MANAGEMENT COMMITTEE****RESOLVED CO/1017/8**

Moved by Cr Hayden Doolan, seconded by Cr Janet Wilson

That Council receives and notes the report, *Delegate's Report - Cr Hayden Doolan; Bush Fire Risk Management Committee*.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**12 INFORMATION REPORTS****12.1 MONTHLY FINANCE REPORT - SEPTEMBER 2017****RESOLVED CO/1017/9**

Moved by Cr Lindsay Passfield, seconded by Cr Janet Wilson

That Council receives and notes the information contained in the Monthly Finance Report - September 2017.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**12.2 WORKS PROGRAM PROGRESS REPORT - SEPTEMBER 2017****RESOLVED CO/1017/10**

Moved by Cr Earle Grundy, seconded by Cr Janet Wilson

That Council receives and notes the information contained in the *Works Program Progress Report - September 2017*.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**12.3 MINUTES OF THE GATEWAY TO THE RAINFOREST RESERVE TRUST****RESOLVED CO/1017/11**

Moved by Cr Janet Wilson, seconded by Cr Robert Dwyer

That Council receives and notes the Minutes of the Gateway to the Rainforest Reserve Trust.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**13 ASSETS AND INFRASTRUCTURE REPORTS****13.1 TABULAM FLOOD STUDY - STEERING COMMITTEE****RESOLVED CO/1017/12**

Moved by Cr Earle Grundy, seconded by Cr Lindsay Passfield

That Council nominate a Councillor to be a part of the Tabulam Flood Study Steering Committee and that Councillor be Cr Earle Grundy.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas



**14 PLANNING AND ENVIRONMENT REPORTS****14.1 COMMUNITY ENGAGEMENT STRATEGY****RESOLVED CO/1017/13**

Moved by Cr Janet Wilson, seconded by Cr Hayden Doolan

That Council:

1. Receives and notes the report *Public Exhibition of Draft Community Engagement Strategy*.
2. Adopts the Community Engagement Strategy.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**15 GENERAL MANAGER'S REPORTS****15.1 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2017****RESOLVED CO/1017/14**

Moved by Cr Earle Grundy, seconded by Cr Janet Wilson

That Council:

1. Receives and notes the report, *Local Government NSW Annual Conference 2017*.
2. Adopts the following motions to be submitted to the Local Government NSW Annual Conference for inclusion in the conference business papers:
  - a. That Local Government NSW calls on the State Government to create a rural portfolio.
  - b. That Local Government NSW call on the State Government to differentiate between rural and regional grants (as opposed to quarantining grant money for 'regional' areas) and that this differentiation be reflected in the criteria of grants, affording rural, remote and isolated communities a better chance of success when applying for grant funding.
  - c. That on behalf of all member Councils, Local Government NSW writes to the Minister for Local Government and the NSW Treasurer, requesting the block on Councils' ability to borrow from TCorp, due to Fit For the Future findings, be immediately lifted to allow TCorp to assess Council loan applications on merit.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**15.2 UNION PICNIC DAY 2017****RESOLVED CO/1017/15**

Moved by Cr Lindsay Passfield, seconded by Cr Robert Dwyer

That Council designates Friday 22 December as the Union Picnic Day for 2017 in accordance with the Local Government (State) Award provisions.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**15.3 EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN****RESOLVED CO/1017/16**

Moved by Cr Janet Wilson, seconded by Cr Hayden Doolan

That Council adopt the attached Equal Employment Opportunity Management Plan.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**15.4 PECUNIARY INTEREST RETURNS****RESOLVED CO/1017/17**

Moved by Cr Lindsay Passfield, seconded by Cr Janet Wilson

That Council:

1. Receives and notes the information contained in the report, *Pecuniary Interest Returns*.
2. Receives and notes the Register of Returns.

**CARRIED**

FOR VOTE - Unanimous vote

ABSENT. DID NOT VOTE - John Burley, Kylie Thomas

**16 URGENT BUSINESS WITHOUT NOTICE**

Nil

**17 QUESTIONS FOR NEXT ORDINARY MEETING**

Cr Danielle Mulholland: Is there any intention to grade Simes Road between now and end of the year?

Director Assets and Infrastructure Services: Yes. It is programmed in for end of November, the start of December.

**18 CONFIDENTIAL BUSINESS PAPER**

Nil

**The Meeting closed at 6.13pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 13 November 2017.**

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**CHAIRPERSON**