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**MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE  
SHIRE OF COBAR HELD IN COUNCIL CHAMBERS ON THURSDAY 28  
MARCH 2024 COMMENCING AT 5:00PM**

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**PRESENT (FILE C13-2)**

Jarrold Marsden (Mayor), Tony Chaplain, Robert Sinclair, Lillian Simpson, Harley Toomey, Julie Payne, Janine Lea- Barrett, and Kate Winders.

**OBSERVERS**

Mr. Peter Vlatko (General Manager), Mr. Heinz Kausche (Director of Engineering), Ms. Kylie Smith (Director of Corporate and Community Services) and Mrs. Meike Griffiths (Acting Project Coordinator) .

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**MESSAGE FROM THE CHAIR:**

*In the spirit of open, accessible and transparent government, Cobar Shire Council Ordinary and Committee Meetings are video recorded and webcast. By speaking at a Council or Committee Meeting, members of the public agree to being recorded and webcast. Cobar Shire Council accepts no liability for any defamatory, discriminatory or offensive remarks or gestures that are made during the course of the Council or Committee Meeting. Opinions expressed or statements made by individuals are the opinions or statements of those individuals and do not imply any form of endorsement by Cobar Shire Council.*

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**THIS IS PAGE 1 OF THE MINUTES OF THE ORDINARY MEETING OF THE  
COUNCIL OF THE SHIRE OF COBAR HELD ON THURSDAY 28 MARCH 2024**

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**GENERAL MANAGER**

.....  
**MAYOR**

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**APOLOGIES (FILE C13-2)**

**01.03.2024 RESOLVED:**

1. That the apology received from Councillor Michael Prince be accepted.
2. That Councillor Michael Prince be granted a leave of absence.

*Clr Sinclair/ Clr Lea-Barrett*

**CARRIED**

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**DECLARATIONS OF INTEREST (FILE C12-3)**

- Nil.
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**CONDOLENCES (FILE M2-3)**

- Marilyn Anne Starr
- Edna Vera Neale
- Elsie Ann Weckert

**PUBLIC ACCESS SESSION**

- Nil.
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**CONFIRMATION OF MINUTES**

**ORDINARY MEETING OF COUNCIL (FILE C13-11)**

**02.03.2024 RESOLVED:** That the Minutes of the Ordinary Meeting of Council held on Thursday, 22 February be confirmed as a true and correct record of the proceedings of that meeting.

*Clr Payne / Clr Winders*

**CARRIED**

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**THIS IS PAGE 2 OF THE MINUTES OF THE ORDINARY MEETING OF THE  
COUNCIL OF THE SHIRE OF COBAR HELD ON THURSDAY 28 MARCH 2024**

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**GENERAL MANAGER**

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**MAYOR**

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**CLAUSE 1 – DRAFT COBAR TOWN HALL MASTER PLAN AND BUSINESS CASE**

**FILE: 3182 AOP REFERENCE: 1.6.4.1, 2.1.1.1 ATTACHMENT: YES (PAGE 53-142)**

**AUTHOR: *Acting Project Coordinator, Meike Griffiths***

**03.03.2024 RESOLVED:** That Council adopts the attached Draft Cobar Town Hall Master Plan and Business Case and notes that the plan will be released to the public for viewing and formal feedback will be accepted until Wednesday 1 May 2024.

*Clr Payne / Clr Lea-Barrett*

**CARRIED**

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**CLAUSE 2 – HOUSING AND INVESTMENT PORTFOLIO**

**FILE: H5-1, A10-1, 2001 AOP REFERENCE: 3.4.1 ATTACHMENT: YES (PAGE 143-157)**

**AUTHOR: *Director of Engineering, Heinz Kausche***

**04.03.2024 RESOLVED:** That Council receive and note the information provided in this report on the property available in the Cobar township suitable for inclusion in a housing and investment portfolio.

*Clr Lea-Barrett / Clr Sinclair*

**CARRIED**

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**CLAUSE 3 – APRIL COUNCIL MEETING DATE CHANGE REQUEST**

**FILE: C12-1 AOP REFERENCE: 3.1.5 ATTACHMENT: NO**

**AUTHOR: *General Manager, Peter Vlatko***

**05.03.2024 RESOLVED:**

1. That the 2024 April Ordinary Meeting of Council be held in the Council Chambers commencing at 5pm on Wednesday, 24 April 2024.
2. That the Agendas for the meeting be distributed seven (7) days prior to the meeting on the Wednesday afternoon.

*Clr Sinclair / Clr Lea-Barrett*

**CARRIED**

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**THIS IS PAGE 3 OF THE MINUTES OF THE ORDINARY MEETING OF THE COUNCIL OF THE SHIRE OF COBAR HELD ON THURSDAY 28 MARCH 2024**

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**GENERAL MANAGER**

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**MAYOR**

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**CLAUSE 4 – LOCAL ROADS CONGRESS 2024**

**FILE: L5-5.2 AOP REFERENCE: 3.1.5.1, 3.2.2.1 ATTACHMENT: YES  
(PAGE 158-164)**

**AUTHOR: *General Manager, Peter Vlatko***

**06.03.2024 RESOLVED:** That the Council authorise Councillors Julie Payne and Robert Sinclair to attend the Local Roads Congress 2024.

*Clr Payne / Clr Toomey*

**CARRIED**

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**CLAUSE 5 – COUNCIL’S ANNUAL OPERATIONAL PLAN, BUDGET,  
FEES AND CHARGES AND REVENUE POLICY**

**FILE: L5-22 AOP REFERENCE: 3.3 ATTACHMENT: YES  
(UNDER SEPARATE COVER)**

**AUTHOR: *Finance Manager, Sandra Davey***

**07.03.2024 RESOLVED:**

1. That Council place the attached draft 2024/2025 Annual Operational Plan, Budget, Fees and Charges, Revenue Policy, and Ten-Year Financial Plan on public exhibition for 28 days.
2. That Council hold a public meeting on Wednesday, 17 April 2023 at 6:00pm to present the documents and seek community feedback.

*Clr Lea-Barrett / Clr Simpson*

**CARRIED**

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**CLAUSE 6 – GENERAL MANAGERS OPERATIONAL REPORT**

**FILE: C6-20-2 AOP REFERENCE: 4.3.2 ATTACHMENT: NO**

**AUTHOR: *General Manager, Peter Vlatko***

**08.03.2024 RESOLVED:** That the General Managers Operational Report be received and noted.

*Clr Payne / Clr Chaplain*

**CARRIED**

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**MAYOR**

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**CLAUSE 7 – PRIVACY MANAGEMENT PLAN**

**FILE: A2-7-19 & 16351 AOP REFERENCE: 3.3.3.1**

**ATTACHMENT: YES (PAGE 165-230)**

**AUTHOR: *Records and Information Supervisor, Christine Baker***

**09.03.2024 RESOLVED:** That the attached Privacy Management Plan be adopted.

*Clr Payne / Clr Lea-Barrett*

**CARRIED**

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**CLAUSE 8 – MONTHLY STATUS REPORT**

**FILE: C13-10**

**ATTACHMENT: NO**

**AUTHOR: *General Manager, Peter Vlatko***

**10.03.2024 RESOLVED:** That the information contained in the monthly status report be received and noted, with the following items to be removed: 1476,1477,1478, 1479.

*Clr Lea-Barrett / Clr Sinclair*

**CARRIED**

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**CLAUSE 9 – DRAFT STOCK CONTROL DEVICE POLICY**

**FILE: P5-111, R5-9 & 14428 AOP REFERENCE: 4.3.2**

**ATTACHMENT: YES (PAGE 231-239)**

**AUTHOR: *Director of Engineering, Heinz Kausche***

**11.03.2024 RESOLVED:**

That Council:

- a) Receive the attached Draft Stock Control Device Policy
- b) Endorse placing the Draft Stock Control Device Policy on public exhibition for a minimum of 28 days.
- c) Receive a further report following the public exhibition addressing any submissions made in respect to the draft policy.

*Clr Payne / Clr Lea-Barrett*

**CARRIED**

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**THIS IS PAGE 5 OF THE MINUTES OF THE ORDINARY MEETING OF THE  
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**GENERAL MANAGER**

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**MAYOR**

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**CLAUSE 10 – MEETING MINUTES**

**FILE: R5-36      AOP REFERENCE: 3.1      ATTACHMENT: YES  
(PAGE 2240-246)**

**AUTHOR: *General Manager, Peter Vlatko***

**12.03.2024      RESOLVED:** That the Minutes of the Local Traffic Committee and the Rural Roads Advisory Committee be received and noted.

*Clr Payne / Clr Simpson*

**CARRIED**

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**CLAUSE 11 – INVESTMENT REPORT AS OF 29 FEBRUARY 2024**

**FILE: B2-7      AOP REFERENCE: 3.1.1.7      ATTACHMENT: NO**

**AUTHOR: *Finance Manager, Sandra Davey***

**13.03.2024      RESOLVED:** That Council receive and note the Investment Report as of 29 February 2024.

*Clr Lea-Barrett / Clr Sinclair*

**CARRIED**

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**CLAUSE 12 – BANK RECONCILIATION, CASH FLOW & LOAN FACILITY SUMMARIES AS OF 29 FEBRUARY 2024**

**FILE: B2-7      AOP REFERENCE: 3.1.1.5      ATTACHMENT: NO**

**AUTHOR: *Finance Manager, Sandra Davey***

**14.03.2024      RESOLVED:** That Council receive and note the Bank Reconciliation, Monthly Total Funds Available, Cash Flow and Loan Facility Report as of 29 February 2024.

*Clr Simpson / Clr Payne*

**CARRIED**

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**CLAUSE 13 – RATES RECONCILIATION REPORT AS AT 29 FEBRUARY 2024**

**FILE: R2-1      AOP REFERENCE: 3.1.1.6      ATTACHMENT: NO**  
**AUTHOR: *Customer Service Manager, Jo-Louise Brown***

**15.03.2024      RESOLVED:** That the Rates Reconciliation Report as at the 29 February 2024 be received and noted.

*Clr Sinclair / Clr Lea-Barrett*

**CARRIED**

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**CLAUSE 14 – PURCHASING ANALYSIS OF CONTRACTORS**

**FILE: T3-15-6      AOP REFERENCE: 3.3.4      ATTACHMENT: NO**  
**AUTHOR: *Finance Manager, Sandra Davey***

**16.03.2024      RESOLVED:** That Council receive and note the information contained in this report.

*Clr Payne / Clr Lea-Barrett*

**CARRIED**

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**CLAUSE 15 – GRANT FUNDING**

**FILE: G4-17      AOP REFERENCE: 3.1.1.3      ATTACHMENT: NO**  
**AUTHOR: *Grants Officer, Bethany Smith***

**17.03.2024      RESOLVED:** That the information contained in the grant funding report detailing grants applied for, grants announced and grants available be received and noted.

*Clr Lea-Barrett / Clr Simpson*

**CARRIED**

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**MAYOR**

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**CLAUSE 16 – ENGINEERING WORKS REPORT**

**FILE: C6-20-2 AOP REFERENCE: 4.3.2 ATTACHMENT: NO**

**AUTHOR: *Director of Engineering, Heinz Kausche***

**18.03.2024 RESOLVED:** That the information contained in the Engineering Works Report detailing construction and maintenance activities on Shire and Regional Roads, State Highways, Water and Sewer Mains, Parks and Gardens, and other Council assets be received and noted.

*Clr Lea-Barrett /Clr Payne*

**CARRIED**

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**CLAUSE 17 – EXPENDITURE FOR ROADS NETWORK**

**FILE: R5-31 AOP REFERENCE: 4.3.2 ATTACHMENT: YES  
(PAGE 99-107)**

**AUTHOR: *Director of Engineering, Heinz Kausche***

**19.03.2024 RESOLVED:** That the information detailing the Expenditure for Council's Roads Network be received and noted.

*Clr Sinclair / Clr Lea-Barrett*

**CARRIED**

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**CLAUSE 18 – DEVELOPMENT APPROVALS: 14 FEBRUARY 2024 – 19 MARCH 2024**

**FILE: T5-1 AOP REFERENCE: 1.6.3.1 ATTACHMENT: NO**

**AUTHOR: *Director of Planning & Environmental Services, Garry Ryman***

**20.03.2024 RESOLVED:** That the information detailing the Local Development and Construction Certificate approvals for the period 14 February 2024 – 19 March 2024 be received and noted.

*Clr Payne / Clr Toomey*

**CARRIED**

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**MAYOR**



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**CLAUSE 19- EUABALONG RIVER WALK PROJECT**

**FILE: P1-22, 16070 AOP REFERENCE: 4.3.2 ATTACHMENT: NO**

**AUTHOR: *Director of Engineering, Heinz Kausche***

- 21.03.2024 RESOLVED:** That a further report regarding the Euabalong River Walk Project be considered in the Closed Council with the press and public excluded for the reason as stated in Section 10A (2)(d)(i) of the Local Government Act 1993, as it contains commercial information of a confidential nature that would, if disclosed in open Council, prejudice the commercial position of the person who supplied it.

*Clr Payne/ Clr Chaplain*

**CARRIED**

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- 22.03.2024 RESOLVED:** That Council move into the Closed Council with the press and public excluded at 5.43 pm in accordance with Section 10A (2) (a) of the Local Government Act 1993 as the matter and information relates to personnel matters concerning particular individuals (not Councillors).

*Clr Lea-Barrett / Clr Chaplain*

**CARRIED**

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**CLAUSE 1C EUABALONG RIVER WALK PROJECT**

**FILE: P1-22, 16070 AOP REFERENCE: 4.3.2 ATTACHMENT: NO**

**AUTHOR: *Director of Engineering, Heinz Kausche***

- 23.03.2024 RESOLVED:**
- 1) Endorse proceeding with the delivery of the full scope of works for the Euabalong River Walk Project as described in this report.
  - 2) Endorse allocating part of the unallocated funding available through the 'Active Transport Construction Project', to the Euabalong River Walk Project enabling for the full scope of works to be delivered.
  - 3) Resolve in accordance with Section 55 Clause (3)(i) of the Local Government Act to not invite tenders for the Euabalong River Walk Project for the following reasons:
    - i) ten quotations were received through Vendor Panel demonstrating a competitive procurement process providing value for money.
    - ii) inviting tenders will incur additional costs and time delays.
    - iii) requirement that the component of the works funded through Stronger Country Communities Fund is fully expended by the end of April 2024
  - 4) Delegate the General Manager to undertake negotiations and enter into a contract for the delivery of Euabalong River Walk Project.
  - 5) That the information contained within this report remains confidential within the Closed Council.

*Clr Sinclair/ Clr Lea-Barrett*

**CARRIED**

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**24.03.2024 RESOLVED:** That the meeting resumed in open council at 5.46pm.

*Clr Payne / Clr Chaplain*

**CARRIED**

The Mayor advised of the motion passed in closed council in relation to Clause 1C Euabalong River Walk Project.

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 5.48 PM**

**CONFIRMED .....**

**MINUTE NO .....**

**MAYOR .....**

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**THIS IS PAGE 10 OF THE MINUTES OF THE ORDINARY MEETING OF THE  
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