

**MINUTES OF LACHLAN SHIRE  
ORDINARY COUNCIL MEETING  
HELD AT THE CONDOBOLIN COUNCIL CHAMBERS  
ON WEDNESDAY, 26 FEBRUARY 2025 AT 2:00 PM**

**PRESENT:** Cr John Medcalf OAM, Cr Paul Phillips, Cr Judith Bartholomew, Cr Megan Mortimer, Cr Peter Harris, Cr Melissa Blewitt, Cr Melissa Rees, Cr Dennis Brady(via video link), Cr Robyn Turner.

**IN ATTENDANCE:** Greg Tory (General Manager), Karen Pegler (Director - Corporate and Community Services), Patrick Ruettjes (Director - Environment and Planning), Adrian Milne (Director - Infrastructure Services), Cherise Small (Executive Assistant).

Meeting opened 2:08pm.

**1 WEBCASTING**

The statement regarding the webcasting was read by the **Mayor**.

**2 ACKNOWLEDGEMENT OF COUNTRY AND ELDERS**

The Acknowledgement of Country and Elders was read by **Cr Harris**.

**3 APOLOGIES AND REQUESTS FOR LEAVE OF ABSENCE**

**RESOLUTION 2025/1**

Moved: Cr Paul Phillips  
Seconded: Cr Melissa Rees

That:  
Cr Wighton be granted Leave of Absence.

**CARRIED**

**4 CONFIRMATION OF MINUTES**

**RESOLUTION 2025/2**

Moved: Cr Peter Harris  
Seconded: Deputy Mayor Megan Mortimer

That the minutes of the Ordinary Meeting held on 11 December 2024 be confirmed.

**CARRIED**

**5 MAYORAL MINUTE****5.1 MEETINGS AND FUNCTIONS****RESOLUTION 2025/3**

Moved: Cr Peter Harris

Seconded: Cr Robyn Turner

That:

1. The Mayoral Minute No. R25/5 be received and noted.

**CARRIED**

**5.2 MAYORAL MINUTE - ACTING GENERAL MANAGER APRIL AND MAY 2025****RESOLUTION 2025/4**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. Mayoral Minute R25/7 be received and noted.
2. The Mayor be authorised to appoint Mr Alan Stoneham as the Acting General Manager of Lachlan Shire Council for the period 31 March to 23 May 2025.
3. If necessary the period of the appointment may be reduced or extended by up to 2 weeks with the agreement of Mr Stoneham.
4. Mr Stoneham be delegated all delegations currently assigned to the General Manager for the duration of the Acting appointment.

**CARRIED**

**6 PUBLIC FORUM**

Mr. Philip Daries.

**7 DISCLOSURE OF INTEREST**

**Cr Melissa Rees declared a Non-Pecuniary Less Than Significant interest in item No 17.2 Offer to Purchase lots 16, 20 and 23 Dunne Street, Condobolin as she is a NSW Department of Education Teacher Housing Representative - Condobolin.**

**8 READ AND NOTE**

**8.1 FY24/25 ROADWORK MONTHLY UPDATE FOR DECEMBER/JANUARY**

**RESOLUTION 2025/5**

Moved: Cr Melissa Blewitt

Seconded: Cr Melissa Rees

That:

1. The Director Infrastructure Services Report No. R24/381 be received and noted.

**CARRIED**

**8.2 ACTIVE RESOLUTIONS**

**RESOLUTION 2025/6**

Moved: Cr Melissa Blewitt

Seconded: Cr Paul Phillips

That:

1. The General Manager’s Report No. R25/4 be received and noted.

**CARRIED**

**8 READ AND NOTE**

**RESOLUTION 2025/7**

Moved: Cr Peter Harris

Seconded: Cr Melissa Blewitt

That:

The recommendations included in the business paper to receive and note, the following items be adopted:

- 8.3 Building Projects Monthly Update for November/December;
- 8.4 Investments as at 31 January 2025;
- 8.5 Delivery Program 6 monthly update to 31 December 2024;
- 8.6 Investments as at 31 January 2025;
- 8.7 Development Data December 2024 and January 2025
- 8.9 FY24/25 Urban Works Monthly Update for January;
- 8.10 The Welcome Experience.

**CARRIED**

**8.11 TOURISM AND PROMOTIONS UPDATE - DECEMBER 2024 TO JANUARY 2025**

**RESOLUTION 2025/8**

Moved: Cr Melissa Rees  
 Seconded: Cr Melissa Blewitt

That:

1. The General Manager’s Report R25/18 be received and noted.

**CARRIED**

**9 DECISION REPORTS**

**9.1 GENERAL MANAGER**

**9.1.1 COMMUNITY ENGAGEMENT STRATEGY 2024-2028**

**RESOLUTION 2025/9**

Moved: Cr Peter Harris  
 Seconded: Cr Paul Phillips

That:

1. The General Manager’s report No. R25/22 be received and noted.
2. The revised Community Engagement Strategy be adopted as presented.
3. The previous Communications and External Stakeholder Engagement Strategy be rescinded.

**CARRIED**

**9.1.2 REVIEW OF ORGANISATION STRUCTURE 2025**

**RESOLUTION 2025/10**

Moved: Cr Peter Harris  
 Seconded: Cr Paul Phillips

That:

1. The General Manager’s Report No. R25/ be received and noted.
2. Council confirm that the existing 3 Director executive staff structure comprising the positions of Director Infrastructure Services, Director Corporate and Community Services and Director Environment and Planning be retained.
3. Council note the roles and reporting lines of the executive staff positions as presented in the Organisation Structure diagrams attached to this report.

**CARRIED**

**9.1.3 CLASSIFICATION OF LAND FOR PROPERTY PURCHASED AT 106 ORANGE STREET, CONDOBOLIN**

**RESOLUTION 2025/11**

Moved: Cr Peter Harris  
 Seconded: Cr Robyn Turner

That:

1. The General Manager’s Report No. R24/379 be received and noted.
2. The property, comprising a house and land, purchased at 106 Orange Street Condobolin, be classified as operational land in Council’s Land and Building Asset Register as it will be used for operational purposes.

**CARRIED**

**9.2 CORPORATE AND COMMUNITY SERVICES**

**9.2.1 DRAFT PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES TO COUNCILLORS POLICY**

**RESOLUTION 2025/12**

Moved: Cr Peter Harris  
 Seconded: Cr Judith Bartholomew

That:

1. The Director Corporate & Community Services Report R24/328 be received and noted.
2. The Draft Payment of Expenses and the Provision of Facilities to Councillors Policy be placed on public exhibition for 28 days and adopted subject to no significant submissions being received.

**CARRIED**

**9.2.2 DRAFT AMENDMENTS TO ADOPTED FEES AND CHARGES 2024.2025 V3 FOR PUBLIC EXHIBITION**

**RESOLUTION 2025/13**

Moved: Cr Peter Harris  
 Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Corporate and Community Services Report R25/11 be received and noted.
2. The draft Fees and Charges be placed on public exhibition for a period of 28 days from 27 February 2025.
3. Following the completion of the public exhibition period the Director of Corporate and Community Services present a further report, summarising any submissions received during

the public exhibition period, for the consideration of Council prior to final adoption of the amended Fees and Charges.

**CARRIED**

### **9.2.3 INVESTMENT POLICY ANNUAL REVIEW**

#### **RESOLUTION 2025/14**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. This Director Corporate & Community Services' Report No R25/12 be received and noted.
2. The reviewed Investment Policy be adopted as presented.

**CARRIED**

### **9.2.4 COMMUNITY DONATION AND EVENT SUPPORT PROGRAM**

#### **RESOLUTION 2025/15**

Moved: Cr Paul Phillips

Seconded: Cr Robyn Turner

That:

1. The Director of Corporate and Community Services Report R25/13 be received and noted.
2. Council provide the Tullibigeal Picnic Race Club Inc., event with In-Kind support estimated to be worth \$2,206.00. The in-kind support is to be funded from the Special Events budget and is conditional on the event proceeding.
3. Council provide a financial donation of \$200 to Lake Cargelligo Junior Rugby League to support their fishing competition. This sponsorship is to be funded from the Annual Budget for General Donations - Elected Members, and is conditional on the event proceeding.

**CARRIED**

### **9.2.5 DRAFT PROJECT MANAGEMENT POLICY**

#### **RESOLUTION 2025/16**

Moved: Cr Peter Harris

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Corporate and Community Services Report No. R25/16 be received and noted.
2. The Draft Project Management Policy be placed on public exhibition for 28 days and adopted subject to no significant issues being raised.

**CARRIED**

**9.2.6 QUARTERLY BUDGET REVIEW 2 2025 FY****RESOLUTION 2025/17**

Moved: Cr Phillips

Seconded: Cr Robyn Turner

That:

1. The Director Corporate and Community Services Report No. R25/26 be received and noted.
2. The Quarterly Budget adjustments including reserve movements be adopted as presented.

**CARRIED**

**9.3 ENVIRONMENT AND PLANNING****9.3.1 LACHLAN SHIRE COUNCIL ZERO EMISSIONS FLEET TRANSITION PLAN 2025****RESOLUTION 2025/18**

Moved: Cr Peter Harris

Seconded: Cr Paul Phillips

That:

1. The Director of Environment and Planning Report No. R25/20 be received and noted.
2. The Lachlan Shire Council Zero Emissions Fleet Transition Plan 2025 be adopted.
3. The Lachlan Shire Council Zero Emissions Fleet Transition Plan 2025 be placed on Council's website and that the adoption of the plan be communicated through the media and on Council's media outlets.

**CARRIED**

**9.3.2 WASTE MANAGEMENT SERVICES FOR BURCHER****RESOLUTION 2025/19**

Moved: Deputy Mayor Megan Mortimer

Seconded: Cr Paul Phillips

That

1. The Director Environment and Planning Report No. R25/29 be received and noted.
2. Council resolves to close the Burcher Landfill Waste Facility.
3. Council resolves to apply for Grant Funding under the Environment Protection Authority's current Landfill Consolidation and Environmental Improvement Program. Council also resolves to apply for any other relevant grant program, as available.
4. Council extends the Kerbside Waste Collection (waste only) to the Burcher village.

- 5. Council consults with the Burcher community to select a site for a Waste Transfer Station that will comprise 4-6 front lift skip bins in a locked enclosure.
  - 6. Council install a Waste Transfer Station at the most suitable site.
- CARRIED**

**9.4 INFRASTRUCTURE SERVICES**

**9.4.1 REQUEST FOR PUMP SHED LICENCE - APEX PARK LAKE CARGELLIGO**

**RESOLUTION 2025/20**

Moved: Cr Paul Phillips  
 Seconded: Cr Peter Harris

That:

- 1. The Director Infrastructure Services Report R25/34 be received and noted.
- 2. The request to support a licence to install an irrigation pump and pipeline in Apex Park, Lake Cargelligo be declined.

**CARRIED**

**Cr Blewitt requested that their names be recorded as voting AGAINST the motion.**

**10 DEPUTATIONS**

Nil.

**11 NOTICES OF MOTION**

Nil

**12 NOTICES OF RESCISSION**

Nil

**13 DELEGATES REPORT**

**13.1 2024 NATIONAL LOCAL ROADS TRANSPORT AND INFRASTRUCTURE CONGRESS**

**RESOLUTION 2025/21**

Moved: Cr Robyn Turner  
 Seconded: Cr Judith Bartholomew

That:

- 1. The Director Infrastructure Services Report No. R24/380 be received and noted.

**CARRIED**



**13.2 DELEGATES REPORT**

**RESOLUTION 2025/22**

Moved: Cr Robyn Turner

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Delegate's Report No. R25/3 be received and noted.

**CARRIED**

**14 CORRESPONDENCE**

**RESOLUTION 2025/23**

Moved: Cr Robyn Turner

Seconded: Cr Judith Bartholomew

That:

1. The Correspondence Report No. R25/2 be received and noted.

**CARRIED**

**15 QUESTIONS OF WHICH NOTICE HAS BEEN GIVEN**

Nil

**16 PETITIONS**

Nil

**17 CLOSED SESSION**

**Meeting paused: 3:14pm.**

**Meeting resumed: 3:25pm.**

**RESOLUTION 2025/24**

Moved: Cr Judith Bartholomew

Seconded: Cr Robyn Turner

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

**17.1 Delegates Report**

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

**17.2 Offer to purchase lots 16, 20 and 23 Dunne Street Condobolin**

This matter is considered to be confidential under Section 10A(2)c and dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and information that would, if disclosed, confer a commercial advantage on a competitor of the council.

**17.3 Tender Assessment - Albert Road, Bulbodney Creek Culvert replacement**

This matter is considered to be confidential under Section 10A(2)c and di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**17.4 Short term Licence to 2 July 2026 - part Lot 2342 DP 566794, 105 Hassans Lane Condobolin**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**17.5 Short term Licence Stable 6, SRA Grounds Condobolin**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**17.6 Contracts For Line Marking Services**

This matter is considered to be confidential under Section 10A(2)c and di of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to

conduct) business and commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

**17.7 Tender Assessment - Sealed Road Flood Damage Restoration works - Condobolin North and Tottenham Area**

This matter is considered to be confidential under Section 10A(2)dii of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a competitor of the council.

**17.8 Update on the donation provided to Callara Cultural and Heritage Aboriginal Corporation**

This matter is considered to be confidential under Section 10A(2)b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with discussion in relation to the personal hardship of a resident or ratepayer.

**17.9 Electricity procurement for small market sites**

This matter is considered to be confidential under Section 10A(2)c of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

**CARRIED**

**RESOLUTION 2025/25**

Moved: Cr Melissa Blewitt

Seconded: Cr Robyn Turner

That Council moves out of Closed Council into Open Council

**CARRIED**

**17.1 DELEGATES REPORT**

**RESOLUTION 2025/26**

Moved: Cr Judith Bartholomew

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Delegate's Report No. R25/6 be received and noted.

**CARRIED**

**Cr Melissa Rees declared a Non-Pecuniary Less Than Significant interest in item No 17.2 Offer to Purchase lots 16,20 and 23 Dunne Street, Condobolin as she is a NSW Department of Education Teacher Housing Representative - Condobolin.**

### **17.2 OFFER TO PURCHASE LOTS 16, 20 AND 23 DUNNE STREET CONDOBOLIN**

#### **RESOLUTION 2025/27**

Moved: Cr Paul Phillips

Seconded: Cr Robyn Turner

That:

1. The General Manager's Report No. R25/24 be received and noted.
2. Council agree to sell lots 16, 20 and 23 Dunne Street Condobolin to Homes NSW for the price indicated in option a) of the report.
3. The General Manager engage Council's legal representative to prepare contracts of sale for lots 16, 20 and 23.
4. The Mayor and General Manager be authorised to sign the Contracts of Sale and any necessary documents to complete the sale.

**CARRIED**

### **17.3 TENDER ASSESSMENT - ALBERT ROAD, BULBODNEY CREEK CULVERT REPLACEMENT**

#### **RESOLUTION 2025/28**

Moved: Cr Paul Phillips

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director Infrastructure Services Report No. R25/27 be received and noted.
2. The tender submission from Conseth Solutions be accepted.
3. The Mayor and General Manager be authorised to execute the contract documents and affix the Council seal.

**CARRIED**

### **17.4 SHORT TERM LICENCE TO 2 JULY 2026 - PART LOT 2342 DP 566794, 105 HASSANS LANE CONDOBOLIN**

#### **RESOLUTION 2025/29**

Moved: Cr Robyn Turner

Seconded: Cr Paul Phillips

That:

1. The Director Corporate & Community Services Report R25/31 be received and noted.

2. Council provide a license to Jesse Edgerton for part lot 2342 DP 566794 (approximately 110 acres), 105 Hassans Lane, Condobolin at the fee of \$2,750 per annum including GST, or part thereof, payable yearly in advance. The Licence Agreement will have a short-term rental period until 2 July 2026. An annual CPI increase will apply. A bond equivalent to 2 weeks rent is required to be paid upon signing the license agreement. The licensee will also be required to provide council with a copy of the public liability insurance. The licensee will be provided to maintain the fences in stockproof condition and to provide adequate water to stock kept on the licensed land.

**CARRIED**

### **17.5 SHORT TERM LICENCE STABLE 6, SRA GROUNDS CONDOBOLIN**

#### **RESOLUTION 2025/30**

Moved: Cr Peter Harris

Seconded: Cr Paul Phillips

That:

1. The Director Corporate & Community Services Report R25/32 be received and noted.
2. Council resolves to offer a short-term licence to Nicole Barry for South Forbes Road Reserve Trust, reserve number R89343 (known as part lot 7302 DP 1166993 Stable 6, SRA Grounds), as shown within the red line on the map attached to the short-term licence, at a license fee of \$35 per week including GST plus water consumption, for the maximum term of 12 months. A bond of 2 weeks rent, and a copy of the licensee's public liability insurance is required. The license fee is required to be paid annually in advance.
3. The General Manager be authorised to sign the licence document.

**CARRIED**

### **17.6 CONTRACTS FOR LINE MARKING SERVICES**

#### **RESOLUTION 2025/31**

Moved: Cr Paul Phillips

Seconded: Cr Judith Bartholomew

That:

1. The Director Infrastructure Services Report R25/35 be received and noted.
2. Council accept the tender proposals for the supply of linemarking services, and sign a contract with:-
  - (a) ACT Linemarking Pty Ltd,
  - (b) Gumbay Holdings Pty Ltd t/as Avante Linemarking,
  - (c) Central West Linemarking Pty Ltd and
  - (d) Complete Linemarking Services Pty Ltd

3. The Mayor and General Manager be authorised to sign the contract documents and affix the Council seal if required.

**CARRIED**

**17.7 TENDER ASSESSMENT - SEALED ROAD FLOOD DAMAGE RESTORATION WORKS - CONDOBOLIN NORTH AND TOTTENHAM AREA**

**RESOLUTION 2025/32**

Moved: Cr Robyn Turner

Seconded: Cr Melissa Rees

That:

1. The Director Infrastructure Services Report No R25/23 be received and noted.
2. The tender of Stabilcorp Pty Ltd for T2024/26 – Sealed Roads Flood Damage Work – Tottenham Area be accepted.
3. The tender of Countrywide Asphalt Pty Ltd for T2024/27 – Sealed Roads Flood Restoration Work – Condobolin North be accepted.
4. The Mayor and General Manager be authorised to sign the contract documents and affix the Council seal if required.

**CARRIED**

**17.8 UPDATE ON THE DONATION PROVIDED TO CALLARA CULTURAL AND HERITAGE ABORIGINAL CORPORATION**

**RESOLUTION 2025/33**

Moved: Cr Paul Phillips

Seconded: Deputy Mayor Megan Mortimer

That:

1. The Director of Corporate and Community Services Report R25/36 be received and noted.
2. Council note the information regarding the donation paid to the Callara Cultural & Heritage Aboriginal Corporation.

**CARRIED**

**17.9 ELECTRICITY PROCUREMENT FOR SMALL MARKET SITES**

**RESOLUTION 2025/34**

Moved: Cr Paul Phillips

Seconded: Cr Peter Harris

That:

1. The General Manager’s report No. R25/15 be received and noted;

2. Council participates in the regional procurement process, facilitated by Central NSW Joint Organisation, for the supply of electricity for small market sites;
3. Council note the extreme volatility of the energy market currently being experienced;
4. Agree to purchase 50% of renewable energy for each site;
5. Note the short timeframe for acceptance of offers for the supply of electricity;
6. Resolve that because of the extenuating circumstances set out in the report a satisfactory result would not be achieved by inviting tenders for the aggregated procurement of electricity for small market sites which are due to commence on 1 July 2025;
7. Note that the reasons for the decision of the Council in resolution 6 are as follows:
  - (a) The services with respect to which the tender relates can only be provided by energy retailers.
  - (b) Council has received expert advice that due to the nature of the relevant market, offers from those retailers which will be made in response to the request for tender will only be open for acceptance for a period of 1-2 weeks.
  - (c) Even if the tender period was shortened to 7 days as permitted under the Regulations, some if not all of the relevant tenders would expire prior to Council being able to undertake an assessment of tenders, report the matter to Council and resolve to accept or reject any tenders.
  - (d) This would result in Council either having no valid tenders which it is able to accept, or it would not be able to consider for acceptance all of the tenders lodged in response to the request for tender.
  - (e) This would not be a satisfactory result for Council.
8. Delegate the determination, acceptance or rejection of proposals on behalf of Council to the General Manager;
9. Delegate authority for the execution of the contract for the supply of electricity for small sites to the General Manager;
10. Receive a further report, on conclusion of the process, detailing the outcome; and
11. Advise the Central NSW Joint Organisation of this decisions.

**CARRIED**

**The Meeting closed at 3:59pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 March 2025.**

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**CHAIRPERSON**