

Minutes of the Ordinary Meeting of Central Tablelands Water held at Weddin Shire Council Chambers, Grenfell on Wednesday 29 October 2025, commencing at 10.12am

Present

| | | |
|---------------------|--|---------|
| Cr. Andrew Rawson | Chairperson | Cabonne |
| Cr. Craig Gosewisch | Deputy Chairperson | Blayney |
| Cr. John Newstead | | Blayney |
| Cr. Marlene Nash | | Cabonne |
| Cr. Paul Best | | Weddin |
| Cr. Jan Parlett | | Weddin |
| Charlie Harris | General Manager | |
| Peter McFarlane | Director Finance & Corporate Services | |
| Lynette Safranek | Executive Manager Corporate Services | |
| Claire Wright | Executive Management Accountant | |
| Achal Deo | Governance & Executive Support Officer | |
| James O'Loughlin | Network Operator Grenfell | |

REQUEST FOR ATTENDANCE BY AUDIO-VISUAL LINK

25/076 RESOLVED:

That Council approves the attendance of Deputy Chairperson Cr. Craig Gosewisch to the Ordinary Meeting on 29 October 2025 via audio-visual link.

(Cr. Best/Cr. Parlett)

4. APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY MEMBERS

Nil

5. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

5.1) MINUTES OF THE ORDINARY MEETING HELD ON 20 AUGUST 2025

25/077 RESOLVED:

That the Minutes of the Ordinary Meeting of Central Tablelands Water, held on 20 August 2025, being minute numbers 053 to 075 inclusive, be confirmed.

(Nash/Parlett)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

6. MATTERS ARISING FROM PREVIOUS MEETINGS

Nil

7. DISCLOSURES OF INTERESTS

Nil

8. CHAIRPERSON'S MINUTES

8.1) BRIEFING OF MEETING WITH MINISTER ROSE JACKSON

25/078 RESOLVED:

That the Chairperson's Minute, as read, be accepted and the contents therein be noted and endorsed.

Carried

9. COUNCILLOR REPRESENTATION

Nil

10. NOTICES OF MOTION

Nil

11. REPORTS OF STAFF

11.1) LGNSW WATER MANAGEMENT CONFERENCE 2025 (CM.CF.1)

25/079 RESOLVED:

That Council note the report regarding the LGNSW Water Management Conference 2025.

Cr. Best/Cr. Newstead

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.2) STRATEGIC PROJECTS (CA.PJ.1)

25/080 RESOLVED:

That Council receive and note the progress update on the Safe and Secure Water Program SSWP216.

Cr. Best/ Cr. Nash

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.3) OFFICE CLOSURE FOR CHRISTMAS & NEW YEAR PERIOD (CM.ME.1)

25/081 RESOLVED:

That Council Note the closure of the Blayney Office for the period 24 December 2025 to 6 January 2026.

Cr. Best/ Cr. Parlett

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.4) RESPONSIBLE ACCOUNTING OFFICER (CA.ME.1)

25/082 RESOLVED:

That Council endorse the appointment of Claire Wright, Executive Management Accountant, as Council's Responsible Accounting Officer.

Cr. Nash/ Cr. Parlett

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.5) OPERATIONS AND PROJECT UPDATES (CA.PJ.1)

25/083 RESOLVED:

That Council note the update provided on operations and projects currently underway.

Cr. Best/ Cr. Newstead

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.6) 2024/25 ANNUAL REPORT (CM.RP.2)

25/084 RESOLVED:

That Council note and adopt the 2024/25 Annual Report.

(Cr. Parlett/Cr. Newstead)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.7) AUDIT, RISK & IMPROVEMENT COMMITTEE (CM.AU.4)

25/085 RESOLVED:

That Council:

1. Note this report on the Impending Vacancy on the Audit, Risk Improvement Committee (ARIC) Chairperson.
2. Appoint Ron Gillard as an Independent Member and Chairperson of the Audit, Risk and Improvement Committee (ARIC), from the CNSWJO Regional Panel for ARIC Independent Members, for one term effective from 15 February 2026 to 14 February 2030.

(Cr. Parlett/Cr. Best)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.8) CORPORATE SERVICES UPDATE (CM.CP.2)

25/086 RESOLVED:

That Council note the information provided within the Corporate Services Update.

(Cr. Nash/Cr. Best)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.9) POLICY REVIEWS (CM.PL.1)

25/087 RESOLVED:

That Council:

1. Endorse the Drug & Alcohol, Concealed Leaks, and Procurement Cards policies and place them on public display for a period of 28 days; and
2. If no substantial submissions are received during the public display period, the documents be adopted.

(Cr. Newstead/Cr. Parlett)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.10) CODE OF MEETING PRACTICE (CM.PL.1)

25/088 RESOLVED:

That Council:

1. Endorse the amendments to the Draft Code of Meeting Practice (v6);
2. Resolve to hold their Ordinary Council Meetings on the third Wednesday, every 2 months, except for January, from 10.30am;
3. Place the endorsed Draft Code of Meeting Practice (v6) on public exhibition for a period of 28 days and receive public submissions for a period of 42 days; and
4. Receive a report at the next Ordinary Council Meeting following conclusion of the submission period, to consider any submissions received.

(Cr. Newstead/Cr. Parlett)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.11) CNSWJO MODERN SLAVERY RISK ASSESSMENT PROJECT 2024-25 UPDATE (CM.PO.1)

25/089 RESOLVED:

That Council note this report.

(Cr. Best/Cr. Newstead)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

11.12) FINANCIAL STATEMENT COMPLETION 2024/25 (FM.FR.1)

25/090 RESOLVED:

That Council:

1. Note the completion and lodgement of the 2024/25 Financial Reports, and
2. In accordance with Section 418 of the Local Government Act 1993 set the 17 December 2025 as the meeting date where the auditors and financial reports will be presented to the public and a public notice be issued accordingly.

(Cr. Best/Cr. Parlett)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett, Cr. Gosewisch

Preceedings in brief:

This meeting was adjourned at 11.57am, seconded by Cr.Best

Cr. Gosewish left the meeting at 11.57am

Meeting resumed at 1.02pm

11.13) FINANCIAL MATTERS - INVESTMENT REPORT AS AT 30 SEPTEMBER 2025 (FM.BA.1)

25/091 RESOLVED:

That the information in relation to Cash and Investments at 30 September 2025 be noted.

(Cr. Nash/Cr. Newstead)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett

11.14) QUARTERLY BUDGET REVIEW STATEMENT - 30 SEPTEMBER 2025 (FM.FR.1)

25/092 RESOLVED:

That Council adopt the budget review statement for the quarter ended 30 September 2025 and the variations therein be voted.

(Cr. Nash/Cr. Newstead)

Carried

Cr. Rawson, Cr. Nash, Cr. Newstead, Cr. Best, Cr. Parlett

12. QUESTIONS ON NOTICE

Nil

Preceedings in brief:

Cr. John Newstead left the meeting at 1.33pm

13. CONFIDENTIAL MATTERS

25/093 RESOLVED:

That, as the business for the Ordinary Meeting has now concluded, Council Proceed into Committee of the Whole to discuss the items referred to in the report.

(Cr. Best/Cr. Parlett)

Carried

Cr. Rawson, Cr. Nash, Cr. Best, Cr. Parlett

13.1) GENERAL MANAGER'S ANNUAL PERFORMANCE REVIEW

This matter is considered to be confidential under Section 10A(2) (a) of the Local Government Act, as it deals with personnel matters concerning particular individuals.

25/094 RESOLVED:

That the Chairperson's Minute, and the following recommendations be accepted, and the contents therein be noted and endorsed.

That Council:

1. Receive and note the General Manager Performance Review Panel's Report for 26 August 2024 to 30 June 2025.
2. Note the Performance Review process was facilitated by Ms Kath Roach, SINC Solutions.
3. Notes the General Manager's performance for the review period as determined by the panel was 'better than satisfactory' including an 'exceeds expectations' in eight (8) objective/achievement categories. In the majority of the other categories he was generally well above the minimum level in meeting expectations.
4. Given the 'more than satisfactory' performance criteria has been met, the Total Remuneration Package of the General Manager increase for the duration of the contract by 5.5%, which includes the 0.5% superannuation guarantee charge which came into effect on 1 July 2025, and this increase should commence on 20 August 2025 being the date the performance review was completed.
5. Delegate the Chair and General Manager to finalise the 2025/2026 General Manager Performance Agreement.
6. Delegate the Chair the authority to finalise and sign all relevant documentation as required.

(Cr. Parlett/Cr. Best)

Carried

Cr. Rawson, Cr. Nash, Cr. Best, Cr. Parlett

25/095 RESOLVED:

That, as the deliberation of the Committee is concluded, the Council reconvene the Ordinary Meeting.

(Cr. Parlett/Cr. Best)

Carried

Cr. Rawson, Cr. Nash, Cr. Best, Cr. Parlett

14. CONCLUSION OF THE MEETING

Next Meeting: The next meeting of Central Tablelands Water will be held at Canowindra on Wednesday, 17 December 2025 at 10am

There being no further business, the Chairperson declared the meeting closed at 1.45pm

(Cr. Best/ Cr. Parlett)

Carried: Cr. Rawson, Cr. Nash, Cr. Best, Cr. Parlett