

Glen Innes Severn Ordinary Council Meeting
18 DECEMBER 2025

Minutes



SEVERN COUNCIL
ORDINARY MEETING OF COUNCIL

MINUTES

From the meeting held at the Glen Innes Severn Learning Centre,
William Gardner Conference Room, Grey Street, Glen Innes on:
Thursday, 18 December 2025 at 9:00 AM

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MINUTES

PUBLIC FORUM

No members of the community addressed Council.

PRESENT: Cr Margot Davis (Mayor), Cr Carol Sparks (Deputy Mayor), Cr Tim Alt, Cr Max Elphick, Cr Andrew Parsons, Cr David Scott and Cr Anne Vosper.

IN ATTENDANCE: Mr Bernard Smith (General Manager), Mr Alan Butler (Director of Infrastructure Services), Mrs Riarna Sheridan (Director of Place and Growth), Mr Lindsay Woodland (Director of Corporate and Community Services), Mr Gary Mills (Acting Chief Financial Officer), Mr Brendan Wright (Acting Manager of Governance), and Mrs Debbie Duffell (Executive Assistant (Mayor and General Manager)).

OPENED: 9.00am.

The Mayor read the following statement regarding video and audio recording of the Council Meeting:

"This Council Meeting is being streamed live, recorded and published in accordance with Council's Code of Meeting Practice. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so.

To everyone joining us in the gallery today, thank you for being here. By attending this public meeting, you acknowledge that the proceedings—including images, voices and comments—are being recorded and may be published.

If you are invited to speak, your contribution will form part of the live stream and the official recording. We simply ask that comments stay focused on the matter under discussion and avoid any defamatory content.

The Chair and the General Manager hold the authority to pause or end the live stream if exceptional circumstances arise—for example, if debate strays into misleading, defamatory, or otherwise inappropriate territory. This discretion is exercised sparingly and only to maintain the integrity of the meeting.

All attendees are reminded to engage respectfully. Behaviour or comments that fall outside acceptable standards may carry legal implications.

Under the Model Code of Meeting Practice for NSW Local Government, the Chair is responsible for ensuring the meeting runs safely, respectfully, and in accordance with the Code.

Councillors are also reminded of their obligations under both the Code of Meeting Practice and the Code of Conduct, as well as the Oath or Affirmation of Office made under Section 233A of the Local Government Act 1993. These commitments guide how we work together and uphold the trust placed in us by the community.

Thank you."

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following “Acknowledgement of Country”:

“I acknowledge the traditional owners on the land in which we meet today, the Ngarabul people, and pay my respect to the Elders past, present and emerging with recognition of their continuing connection to the land, waters and community.

I also extend that respect to Aboriginal and Torres Strait Islander people here today.”

2 OPENING WITH PRAYER

David Robinson opened the Meeting with a prayer.

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

No apologies were given as all Councillors were in attendance.

4 MINUTES OF PREVIOUS ORDINARY MEETING - 27 NOVEMBER 2025 TO BE CONFIRMED

Moved Cr T Alt

Seconded Cr M Elphick

1.12/25 RESOLUTION

That the Minutes of the Ordinary Meeting of the Council held on 27 November 2025, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Parsons
Cr D Scott
Cr A Vosper

Nil

The division was declared carried by 7 votes to 0.

CARRIED

5 DISCLOSURES OF CONFLICT OF INTERESTS

No disclosures of Conflicts of Interest were made.

6 MAYORAL MINUTE

There were no Mayoral Minutes.

7 REPORTS TO COUNCIL

7.1 RESOLUTION TRACKING REPORT

REPORT FROM: General Manager's Office

Moved Cr T Alt Seconded Cr A Parsons

2.12/25 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr M Davis	Nil
Cr C Sparks	
Cr T Alt	
Cr M Elphick	
Cr A Parsons	
Cr D Scott	
Cr A Vosper	

The division was declared carried by 7 votes to 0.

CARRIED

7.2 PROPOSED NAME CHANGE - GLEN INNES HIGHLANDS COUNCIL

REPORT FROM: General Manager's Office

Moved Cr M Davis Seconded Cr C Sparks

THAT Council:

1. Resolves its intention to change the name to Glen Innes Highlands Council in accordance with the Local Government Act 1993 (NSW), Section 207, which provides for the alteration of council names by the Governor on the recommendation of the Minister for Local Government.

2. Places the proposal on public exhibition from Friday, 19 December to 6 February inviting community feedback in line with the Local Government (General) Regulation 2021 consultation requirements.
3. Receives a further report following the exhibition period to consider submissions and determine whether to proceed with a formal application to the Minister for Local Government.

Amendment Moved Cr M Davis

Seconded Cr D Scott

That Council:

Defers the consideration of the proposed name change until the March 2026 Ordinary Council Meeting, with a Councillor Workshop to be held beforehand. The report to the March 2026 meeting is to include full and detailed cost implications and the option for community consultation and engagement.

A division was called for, voting on which was as follows:

For

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Parsons
Cr D Scott
Cr A Vosper

Against

Nil

The division was declared CARRIED by 7 votes to 0.

The Amendment became the Motion.

Moved Cr M Davis

Seconded Cr D Scott

3.12/25 RESOLUTION

That Council:

Defers the consideration of the proposed name change until the March 2026 Ordinary Council Meeting, with a Councillor Workshop to be held beforehand. The report to the March 2026 meeting is to include full and detailed cost implications and the option for community consultation and engagement.

A division was called for, voting on which was as follows:

For	Against
Cr M Davis	Nil
Cr C Sparks	
Cr T Alt	
Cr M Elphick	
Cr A Parsons	
Cr D Scott	
Cr A Vosper	

The division was declared carried by 7 votes to 0.

CARRIED

7.3 ESTABLISHMENT OF A COMMUNITY SAFETY FORUM

REPORT FROM: General Manager's Office

Moved Cr M Elphick Seconded Cr A Parsons

4.12/25 RESOLUTION

THAT Council:

- 1. Establishes a Community Safety Forum.**
- 2. Adopts the Draft Terms of Reference for the Community Safety Forum.**
- 3. Calls for expressions of interest from members of the community to participate in the Forum.**

A division was called for, voting on which was as follows:

For	Against
Cr M Davis	Nil
Cr C Sparks	
Cr T Alt	
Cr M Elphick	
Cr A Parsons	
Cr D Scott	
Cr A Vosper	

The division was declared carried by 7 votes to 0.

CARRIED

7.4 GLEN INNES SCHOOL OF ARTS AND MUSIC PILOT

REPORT FROM: Corporate and Community Services

Moved Cr C Sparks

Seconded Cr M Elphick

5.12/25 RESOLUTION

THAT Council:

1. Approves the concept to establish a pilot program for the Glen Innes School of Arts and Music.
2. Co-designs the operating model in conjunction with key stakeholders.
3. Notes that the previous Expression of Interest (20.12/23 RESOLUTION) for the sale of the property at 181 Bourke Street Glen Innes has lapsed and no contract of sale has been entered into by Council.
4. Notes that the land at 181 Bourke Street Glen Innes is currently being reclassified to operational land and this process is expected to be finalised in early 2026.
5. Defers any prior decision to sell the property at 181 Bourke Street Glen Innes until the completion of the pilot for the Glen Innes School of Arts and Music.
6. Works with key stakeholders to confirm a nominal fee for room hire that will cover operational costs.
7. Reviews the success of the pilot on or before October 2027 and determines the future of the Glen Innes School of Arts and Music.

A division was called for, voting on which was as follows:

For

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Vosper

Against

Cr A Parsons
Cr D Scott

The division was declared carried by 5 votes to 2.

CARRIED

7.5 RESCINDMENT OF THE SERVICE DELIVERY POLICY STATEMENT REGISTER - PEOPLE WITH A DISABILITY

REPORT FROM: Corporate and Community Services

Moved Cr M Elphick

Seconded Cr C Sparks

6.12/25 RESOLUTION

That Council rescinds the Service Delivery Policy Statement Register - People with a Disability.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis

Nil

Cr C Sparks

Cr T Alt

Cr M Elphick

Cr A Parsons

Cr D Scott

Cr A Vosper

The division was declared carried by 7 votes to 0.

CARRIED

7.6 CAPITAL WORKS PROGRAM PROGRESS REPORT AS AT 30 NOVEMBER 2025

REPORT FROM: Corporate and Community Services

Moved Cr T Alt

Seconded Cr C Sparks

7.12/25 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis

Nil

Cr C Sparks

Cr T Alt

Cr M Elphick

Cr A Parsons

Cr D Scott

Cr A Vosper

The division was declared carried by 7 votes to 0.

CARRIED

7.7 ADOPTION OF THE DRAFT GLEN INNES HIGHLANDS ECONOMIC DEVELOPMENT STRATEGY 2026 - 2030 & DRAFT GLEN INNES HIGHLANDS DESTINATION MANAGEMENT PLAN 2026 - 2030

REPORT FROM: Place and Growth

Moved Cr D Scott

Seconded Cr C Sparks

8.12/25 RESOLUTION

THAT Council:

1. Notes the outcomes of the public exhibition of the Draft Glen Innes Highlands Economic Development Strategy 2026–2030 and the Draft Glen Innes Highlands Destination Management Plan 2026–2030.
2. Adopts the Glen Innes Highlands Economic Development Strategy 2026–2030 and the Glen Innes Highlands Destination Management Plan 2026–2030, incorporating the amendments outlined in this report.
3. Further reviews the documents following the outcome of Council's Special Rate Variation application.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Parsons
Cr D Scott
Cr A Vosper

Nil

The division was declared carried by 7 votes to 0.

CARRIED

7.8 DEVELOPMENT ASSESSMENT REPORT - DA 74/24-25 - ELECTRICITY GENERATING WORKS (4.95MW BATTERY ENERGY STORAGE SYSTEM) - 1 WELLINGROVE STREET GLEN INNES NSW 2370

REPORT FROM: Place and Growth

Moved Cr C Sparks Seconded Cr D Scott

9.12/25 RESOLUTION

That Council approves Development Application DA 74/24-25 for Electricity Generating Works (4.95MW Battery Energy Storage System) at 1 Wellingrove Street, Glen Innes, subject to the recommended conditions of consent contained within the Draft Notice of Determination provided in Annexure B.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Parsons
Cr D Scott
Cr A Vosper

Nil

The division was declared carried by 7 votes to 0.

CARRIED

8 NOTICES OF MOTIONS (INCLUDING RESCISSION MOTIONS) / QUESTIONS WITH NOTICE

There were no Notices of Motions, Rescission Motions or Questions with Notice.

9 CORRESPONDENCE, MINUTES, PRESS RELEASES

Moved Cr A Parsons Seconded Cr T Alt

10.12/25 RESOLUTION

That Council passes Item numbers 9.1, 9.2 and 10.1 en bloc.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Parsons
Cr D Scott
Cr A Vosper

Nil

The division was declared CARRIED by 7 votes to 0.

CARRIED

9.1 CORRESPONDENCE AND PRESS RELEASES

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons

Seconded Cr T Alt

11.12/25 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For

Against

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Parsons
Cr D Scott
Cr A Vosper

Nil

The division was declared CARRIED by 7 votes to 0.

CARRIED

9.2 MINUTES OF COUNCIL COMMUNITY COMMITTEE MEETINGS FOR INFORMATION

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr T Alt

12.12/25 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr M Davis	Nil
Cr C Sparks	
Cr T Alt	
Cr M Elphick	
Cr A Parsons	
Cr D Scott	
Cr A Vosper	

The division was declared CARRIED by 7 votes to 0.

CARRIED

10 REPORTS FROM DELEGATES

10.1 REPORTS FROM DELEGATES

REPORT FROM: General Manager's Office

Moved Cr A Parsons Seconded Cr T Alt

13.12/25 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr M Davis	Nil
Cr C Sparks	
Cr T Alt	
Cr M Elphick	
Cr A Parsons	
Cr D Scott	
Cr A Vosper	

The division was declared CARRIED by 7 votes to 0.

CARRIED

11 MATTERS OF AN URGENT NATURE

Cr Alt left the room at 10:07am.
Cr Alt returned to the room at 10:09am.

L.1 INVESTMENTS REPORT - NOVEMBER 2025

REPORT FROM: Corporate and Community Services

Moved Cr C Sparks Seconded Cr M Elphick

14.12/25 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For

Cr M Davis
Cr C Sparks
Cr T Alt
Cr M Elphick
Cr A Vosper

Against

Cr A Parsons
Cr D Scott

The division was declared carried by 5 votes to 2.

CARRIED

12 CONFIDENTIAL MATTERS

Moved Cr A Parsons Seconded Cr T Alt

15.12/25 RESOLUTION

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*:

Item	Report	Reason
12.1	Code of Conduct - Final Investigation Report	(i) alleged contraventions of any code of conduct requirements applicable under Section 440.

A division was called for, voting on which was as follows:

For	Against
Cr M Davis	Nil
Cr C Sparks	
Cr T Alt	
Cr M Elphick	
Cr A Parsons	
Cr D Scott	
Cr A Vosper	

The division was declared carried by 7 votes to 0.

CARRIED

The live streaming of the Meeting was paused at 10:25am.

All members of the public, Cr M Davis and Cr M Elphick left the room at 10:25am.

The Deputy Mayor, Cr C Sparks, assumed the role of Chair.

12.1 CODE OF CONDUCT - FINAL INVESTIGATION REPORT

REPORT FROM: Corporate and Community Services

Moved Cr T Alt Seconded Cr A Vosper

16.12/25 RESOLUTION

THAT Council:

1. Notes the Code of Conduct final investigation report into former Councillor Arandale.
2. Notes that the investigator determined breaches of the Code of Conduct occurred.
3. Refers the matter to the Office of Local Government for its information.

A division was called for, voting on which was as follows:

For	Against
Cr C Sparks	Cr A Parsons
Cr T Alt	Cr D Scott
Cr A Vosper	

The division was declared CARRIED by 3 votes to 2.

CARRIED

Moved Cr T Alt

Seconded Cr A Vosper

17.12/25 RESOLUTION

That Council moves out of Closed Council into Open Council.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr T Alt
Cr A Parsons
Cr D Scott
Cr A Vosper

Nil

The division was declared carried by 5 votes to 0.

CARRIED

The live streaming of the meeting resumed at 10:38am.

The General Manager read out the Confidential Closed Resolution relating to item number 12.1 as listed above.

Moved Cr T Alt

Seconded Cr A Vosper

18.12/25 RESOLUTION

That the confidential Closed Council Resolution be recommended for adoption to the Ordinary Meeting of the Whole of Council.

A division was called for, voting on which was as follows:

For

Against

Cr C Sparks
Cr T Alt
Cr A Vosper

Cr A Parsons
Cr D Scott

The division was declared carried by 3 votes to 2.

CARRIED

The Meeting closed at 10:39am.