



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

## **BUSINESS PAPER ORDINARY COUNCIL MEETING WEDNESDAY, 27 NOVEMBER 2019**

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the Tenterfield Shire Council Chamber, on **Wednesday 27 November 2019** commencing at **9.30 am**.

Terry Dodds  
**Chief Executive**

**Community Consultation (Public Access) relating to items on this Agenda can be made between 9.30 am and 10.30 am on the day of the Meeting. Requests for public access should be made to the General Manager no later than COB on the Monday before the Meeting.**

Section 8 of the Business Paper allows a period of up to 30 minutes of Open Council Meetings for members of the Public to address the Council Meeting on matters INCLUDED in the Business Paper for the Meeting.

Members of the public will be permitted a maximum of five (5) minutes to address the Council Meeting. An extension of time may be granted if deemed necessary.

Members of the public seeking to represent or speak on behalf of a third party must satisfy the Council Meeting that he or she has the authority to represent or speak on behalf of the third party.

Members of the public wishing to address Council Meetings are requested to contact Council either by telephone or in person prior to close of business on the Monday prior to the day of the Meeting. Persons not registered to speak will not be able to address Council at the Meeting.

Council will only permit two (2) speakers in support and two (2) speakers in opposition to a recommendation contained in the Business Paper. If there are more than two (2) speakers, Council's Governance division will contact all registered speakers to determine who will address Council. In relation to a Development Application, the applicant will be reserved a position to speak.

Members of the public will not be permitted to raise matters or provide information which involves:

- Personnel matters concerning particular individuals (other than Councillors);
- Personal hardship of any resident or ratepayer;
- Information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
- Commercial information of a confidential nature that would, if disclosed:
  - Prejudice the commercial position of the person who supplied it, or
  - Confer a commercial advantage on a competitor of the Council; or
  - Reveal a trade secret;
- Information that would, if disclosed prejudice the maintenance of law;
- Matters affecting the security of the Council, Councillors, Council staff or Council property;
- Advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- Information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- Alleged contraventions of any Code of Conduct requirements applicable under Section 440; or
- On balance, be contrary to the public interest.

Members of the public will not be permitted to use Community Consultation to abuse, vilify, insult, threaten, intimidate or harass Councillors, Council staff or other members of the public. Conduct of this nature will be deemed to be an act of disorder and the person engaging in such behaviour will be ruled out of order and may be expelled.

## CONFLICT OF INTERESTS

**What is a "Conflict of Interests"** - A conflict of interests can be of two types:

**Pecuniary** - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

**Non-pecuniary** – a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

### **Remoteness**

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

**Who has a Pecuniary Interest?** - A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- Another person with whom the person is associated (see below).

### **Relatives, Partners**

A person is taken to have a pecuniary interest in a matter if:

- The person's spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. "Relative", in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse;
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

### **No Interest in the Matter**

However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

### **Disclosure and participation in meetings**

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
  - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
  - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

**No Knowledge** - A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

### **Participation in Meetings Despite Pecuniary Interest (S 452 Act)**

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

**Non-pecuniary Interests** - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

### **Disclosures to be Recorded (s 453 Act)**

A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub-Committee must be recorded in the minutes of the meeting.

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## ORDER OF BUSINESS

1. Opening & Welcome
2. Civic Prayer & Acknowledgement of Country
3. Apologies
4. Disclosure & Declarations of Interest
5. Confirmation of Previous Minutes
6. Tabling of Documents
7. Urgent, Late & Supplementary Items of Business
8. Community Consultation (Public Access)
9. Mayoral Minute
10. Recommendations for Items to be Considered in Confidential Section
11. Open Council Reports
  - Our Community
  - Our Economy
  - Our Environment
  - Our Governance
12. Reports of Delegates & Committees
13. Notices of Motion
14. Resolution Register
15. Confidential Business
16. Meeting Close



# AGENDA

## 1. OPENING & WELCOME

## 2. (A) OPENING PRAYER

*"We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.*

*May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord."*

## (B) ACKNOWLEDGEMENT OF COUNTRY

*"I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukembal, Kamilaroi and Bundjalung nations and extend that respect to other Aboriginal people present."*

## 3. APOLOGIES

## 4. DISCLOSURES & DECLARATIONS OF INTEREST

## 5. CONFIRMATION OF PREVIOUS MINUTES

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## 6. TABLING OF DOCUMENTS

## 7. URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

## 8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

## 9. MAYORAL MINUTE

(ITEM MM8/19) REQUEST FOR REVIEW INTO THE EXECUTION OF  
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- Item GOV79/19 – Request for a boundary realignment between Tenterfield Shire Council and Glen Innes Severn Shire Council

## **11. OPEN COUNCIL REPORTS**

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Nil

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| (ITEM GOV78/19) | CHIEF EXECUTIVE PERFORMANCE REVIEW - 2018/19<br>ANNUAL REVIEW - NOVEMBER 2019 |
|-----------------|---|

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) (f) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals; AND matters affecting the security of the Council, Councillors, Council staff or Council property.

|                 |  |
|-----------------|--|
| (ITEM GOV79/19) | REQUEST FOR A BOUNDARY REALIGNMENT BETWEEN<br>TENTERFIELD SHIRE COUNCIL AND GLEN INNES<br>SEVERN SHIRE COUNCIL |
|-----------------|--|

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.

## **16. MEETING CLOSED**

## **CLOSED COUNCIL**

### **Confidential Reports**

#### **(Section 10A(2) of The Local Government Act 1993)**

Where it is proposed to close part of the Meeting, the Chairperson will allow members of the public to make representations to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public.

The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

The grounds on which part of the Council meeting may be closed to public are listed in Section 10A(2) of the Local Government Act 1993 and are as follows:

- (a) personnel matters concerning particular individuals others than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act provides that Council, or a Committee of the Council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10B(3) of the Act provides that if a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3) of the Act,) the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is matter referred to in section 10A(2) of the Act).

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matters referred to in section 10A(2):

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) The discussion of the matter may:
  - (i) cause embarrassment to the Council or committee concerned, or to councillors or to employees of the council, or
  - (ii) cause a loss of confidence in the Council or committee.

#### **Resolutions passed in Closed Council**

It is a requirement of Clause 253 of the Local Government (General) Regulation 2005 that any resolution passed in Closed Council, or Committee be made public as soon as practicable after the meeting has ended. At the end of Closed Council or Committee meeting, the Chairperson will provide a summary of those resolutions passed in Closed Council or Committee.

**(ITEM MIN10/19) CONFIRMATION OF PREVIOUS MINUTES**

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**REPORT BY:** Noelene Hyde, Executive Assistant & Media

**RECOMMENDATION**

**That the Minutes of the following Meeting of Tenterfield Shire Council:**

- **Ordinary Council Meeting – 30 October 2019**

**as typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.**

**ATTACHMENTS**

- 1** Minutes - Ordinary Council Meeting - 30 October 2019 14 Pages

# MINUTES



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 30 OCTOBER 2019**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Tenterfield Shire Council Chamber on Wednesday, 30 October 2019 commencing at 9.33 am.

### **ATTENDANCE**

Councillor Peter Petty (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Don Forbes  
Councillor John Macnish  
Councillor Brian Murray  
Councillor Tom Peters  
Councillor Bronwyn Petrie  
Councillor Michael Petrie  
Councillor Bob Rogan  
Councillor Gary Verri

### **ALSO IN ATTENDANCE**

Chief Executive (Terry Dodds)  
Executive Assistant & Media (Noelene Hyde)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)

*Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.*

**WEBCASTING OF MEETING**

*I advise all present that this meeting is being recorded for placement on Council's website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council's commitment to openness and accountability.*

*All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.*

*No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.*

**OPENING AND WELCOME**

The Meeting paused for a Minutes' Silence in respect for the passing of Mr Bob Berger, Council staff member who has given 16 years dedicated service.

The Mayor offered congratulations to Fiona Keneally on her appointment as Director Infrastructure.

**CIVIC PRAYER**

*We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.*

*May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord.*

**ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukembal, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

**APOLOGIES**

Nil.

**DISCLOSURE & DECLARATIONS OF INTEREST**

Nil.

**(ITEM MIN9/19) CONFIRMATION OF PREVIOUS MINUTES**

**207/19**

**Resolved** that the Minutes of the following Meetings of Tenterfield Shire Council:

- Extraordinary Council Meeting – 25 September 2019
- Ordinary Council Meeting – 25 September 2019
- Extraordinary Council Meeting – 17 October 2019

as typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.

(Donald Forbes/Bob Rogan)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

**URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS**

**URGENT MOTION – TENTERFIELD HOSPITAL JURISDICTION**

Urgent motion brought to the table by Cr's Bronwyn Petrie and John Macnish.

**208/19** Resolved that:

- (1) Management of the Tenterfield Hospital be moved to the jurisdiction of the Northern NSW Local Health District; and
- (2) Tenterfield Shire Council demand the NSW Health Minister direct Hunter New England Health to:
  - (a) Immediately remove impediments routinely preventing patient retrieval from the Tenterfield Prince Albert Community Hospital to Queensland hospitals;
  - (b) Immediately staff the Tenterfield Prince Albert Community Hospital with 3 registered nurses per shift; and
  - (c) Immediately staff a constant doctor presence at the Tenterfield Prince Albert Community Hospital.

(Bronwyn Petrie/John Macnish)

**Motion Carried Unanimously**

**URGENT MOTION – MEETING WITH THE HON BARNABY JOYCE MP**

Urgent motion brought to the table by Cr's Brian Murray and Greg Sauer.

**209/19** Resolved that Council request a formal meeting with The Hon Barnaby Joyce MP, Federal Member for New England, inviting him to discuss with Councillors any community issues and concerns related to the current drought in his former role as Drought Envoy.

It would be appreciated if the meeting could be scheduled as a matter of urgency prior to 30 November 2019.

(Brian Murray/Greg Sauer)

**Motion Carried Unanimously**

**URGENT MOTION – PROVISION OF EMERGENCY WASTE VOUCHERS**

Urgent motion brought to the table by Cr's Bronwyn Petrie and Gary Verri.

**RECOMMENDATION**

That Tenterfield Shire Council shows compassion for Shire victims of the September Bush Fires by issuing 3 emergency waste vouchers per impacted households for disposal of fire damaged waste.

(Bronwyn Petrie/Gary Verri)



- 210/19** Resolved that this matter be deferred to lay on the table until further reports and additional information is available and received by Council.

(Bronwyn Petrie/Gary Verri)

**Motion Carried**

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

**Item GOV65/19 – Monthly Operational Report – September 2019**

- Chief Executive Terry Dodds

**Item GOV65/19 – Monthly Operational Report – September 2019**

- Manager Asset & Program Planning David Counsell

**MAYORAL MINUTE – SUPPORT FOR LOCAL MEMBER JANELLE SAFFIN  
MP - TENTERFIELD HOSPITAL HEALTH ISSUES**

- 211/19** Resolved that I, Mayor Peter Petty move this motion of support of State Member Janelle Saffin MP's media release on Monday and joining her that it is unacceptable to have no doctor on duty at our hospital from last Tuesday, 22 October 2019 to Monday night, 28 October 2019.

I can only imagine the stress brought on the wonderful staff we have there to be put in that situation in a workplace that is already under stress due to staffing levels.

I pass on my condolences to the family of the person who lost their life at the Hospital over the weekend and know that the staff would have done everything they could have to save this life.

I will be contacting the NSW Minister for Health, The Hon Brad Hazzard MP and informing him this is not acceptable and needs to never happen again, and call on him again to raise the staffing levels and make sure we always have a doctor at our Hospital.

(Peter Petty)

**Motion Carried**

**RECOMMENDATION FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL  
SECTION**

- 212/19** Resolved that Item 24/19 – Replacement of Land Fill Compactor for Boonoo Boonoo Waste Facility be considered in the Confidential Section of the Meeting.

(Gary Verri/Bob Rogan)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS**

- 213/19** Resolved that Standing Orders be suspended.

(Greg Sauer/Brian Murray)

**Motion Carried**

*The Meeting adjourned for Morning Tea, the time being 11.22 am.*

*The Meeting reconvened with the same members present and the addition of Heidi Ford (Manager Property & Buildings), the time being 11.40 am.*

**RESUMPTION OF STANDING ORDERS**

**214/19** Resolved that Standing Orders be resumed.

(Brian Murray/Greg Sauer)

Motion Carried

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

**(ITEM COM12/19) 2020 AUSTRALIA DAY AWARDS**

**SUMMARY**

The purpose of this report is for Council to endorse arrangements for judging of Australia Day Awards as per Council's Australia Day Awards Policy adopted 28 March 2018 (attached).

*Cr Don Forbes advised he was standing aside from the Australia Day Award Selection Panel.*

**RECOMMENDATION**

That Council endorses:

- (1) The calling of nominations for 2020 Australia Day Awards in the following categories:
  - Citizen of the Year;
  - Young Citizen of the Year;
  - Emergency Services Volunteer of the Year;
  - Sportsperson of the Year;
  - Young Sportsperson of the Year;
  - Community Event of the Year.
- (2) That nominations for the 2020 Australia Day Awards open Monday, 4 November 2019 and close at COB on Friday, 13 December 2019.
- (3) That judging by the Australia Day Selection Panel to be undertaken in the Council Chamber at 10.00 am on Monday, 6 January 2020.  
(John Macnish/Michael Petrie)

**AMENDMENT**

That Council call for nominations for Citizen of the Year, Young Citizen of the Year, Sportsperson of the Year and Community Event of the Year.

(John Macnish/Michael Petrie)

Amendment Lost

**AMENDMENT**

That Council call for nominations for Emergency Services Volunteer of the Year or Group.

(Bronwyn Petrie/Gary Verri)

**Amendment Carried**

**215/19** **Resolved** that Council endorses:

- (1) The calling of nominations for 2020 Australia Day Awards in the following categories:
  - Citizen of the Year;
  - Young Citizen of the Year;
  - Emergency Services Volunteer of the Year or Group;
  - Sports person of the Year;
  - Young Sports person of the Year;
  - Community Event of the Year.
- (2) That nominations for the 2020 Australia Day Awards open Monday, 4 November 2019 and close at COB on Friday, 13 December 2019.
- (3) That judging by the Australia Day Selection Panel to be undertaken in the Council Chamber at 10.00 am on Monday, 6 January 2020.

(John Macnish/Michael Petrie)

**Motion Carried**

**(ITEM COM13/19) CROWN LAND CATEGORISATION**

**SUMMARY**

In accordance with the enactment of the Crown Land Management Act 2016 Council is required to consider and categorise the Crown Land Reserves which have been appointed to Council's management.

**216/19** **Resolved** that Council endorse the proposed categorisation of the Crown Land Reserves as set out in the following table of Community Land and to apply to the Minister for approval of the proposed categorisation.

| RESERVE NUMBER | RESERVE NAME                  | CATEGORY              |
|----------------|-------------------------------|-----------------------|
| 77166          | WOODWARD PARK                 | PARK                  |
| 84128          | DRAKE RESERVE TRUST           | GENERALCOMMUNITY USE  |
| 540103         | DRAKE RECREATION GROUND       | GENERAL COMMUNITY USE |
| 97908          | DRAKE COMMUNITY HALL          | GENERAL COMMUNITY USE |
| 1002844        | JENNINGS BORDER PARK RESERVE  | PARK                  |
| 700012         | LEGUME COMMUNITY RESERVE      | GENERAL COMMUNITY USE |
| 110109         | LISTON RECREATION RESERVE     | GENERAL COMMUNITY USE |
| 55832          | RIVER TREE RECREATION RESERVE | GENERAL COMMUNITY USE |
| 110108         | SANDY HILL RECREATION RESERVE | GENERAL COMMUNITY     |

|        |                       |                               |
|--------|-----------------------|-------------------------------|
| 510013 | TENTERFIELD PARK      | PARK                          |
| 57957  | JUBILEE PARK          | PARK                          |
| 76526  | SHIRLEY PARK          | SPORTS GROUND                 |
| 83670  | RUGBY LEAGUE PARK     | SPORTS GROUND                 |
| 98007  | MARKET SQUARE         | PARK                          |
| 86219  | WALLABY CREEK RESERVE | GENERAL COMMUNITY USE         |
| 51297  | TOOLOOM CREEK         | AREA OF CULTURAL SIGNIFICANCE |
| 91056  | URBENVILLE MUSEUM     | GENERAL COMMUNITY USE         |

(Greg Sauer/Michael Petrie)

**Motion Carried**

**(ITEM COM14/19) MOUNT MACKENZIE CROWN LAND LICENCE**

**SUMMARY**

The parcel of land at Mount MacKenzie upon which the communication towers are located is Crown Land over which Council currently hold a Permissive Occupancy. Crown Lands are converting existing permissive occupancies to Crown Land Licences.

**217/19** **Resolved** that Council:

- (1) Delegate authority to the Chief Executive to enter a Crown Land Licence Agreement and Site Appendix Licence for Lot 7003 in DP 92653 at Mount MacKenzie; and
- (2) Authorise the Licences to be signed and executed under the Seal of Council by the Mayor and the Chief Executive in accordance with Council Policy.

(Brian Murray/Bob Rogan)

**Motion Carried**

*Heidi Ford (Manager Property & Buildings), left the meeting, the time being 12.05 pm.*

*Cr John Macnish left the meeting, the time being 12.12 pm.*

*Cr John Macnish returned to the meeting, the time being 12.14 pm.*

**(ITEM COM15/19) TREE MANAGEMENT PLAN**

**SUMMARY**

The Purpose of the Tree Management Plan is to manage the existing trees in the Shire especially the trees that have or are about to reach there safe useful life, and guide the planting of new trees in the Local Government Area.

- 218/19** **Resolved** that Council receive and note the Tree Management Plan as per Attachment 1 (Attachment Booklet 1), however the document be referred back to the Parks, Gardens & Open Spaces Advisory Committee to amend spelling errors, arborist requirements, etc and consideration of heritage trees (ie Cork Tree) be included.

(Brian Murray/Michael Petrie)

**Motion Carried**

*Manager Planning & Development Services, Tamai Davidson entered the meeting, the time being 12.21 pm.*

**(ITEM COM16/19) ESSENTIAL ENERGY CUSTOMER & NETWORK SERVICES - PRIVATE ELECTRICITY NETWORK ASSETS - BUSHFIRE & ELECTRICAL SAFETY RISK MANAGEMENT**

**SUMMARY**

The purpose of this report is to inform Council of Essential Energy's correspondence in relation to private electricity network assets.

- 219/19** **Resolved** that Council:

- (1) Receive and note the report; and
- (2) Inform the community with information provided by Essential Energy via the Council website.

(Brian Murray/Tom Peters)

**Motion Carried**

**OUR ECONOMY**

Nil.

**OUR ENVIRONMENT**

**(ITEM ENV21/19) COMMUNITY PARTICIPATION PLAN - DRAFT FOR EXHIBITION**

**SUMMARY**

The purpose of this report is for Council to consider the draft Community Participation Plan (CPP) as required under the *Environmental Planning and Assessment Act 1979*. The CPP will set out Council's approach for encouraging the community to have their say on planning and development assessment matters in the Tenterfield Local Government Area. It is designed to be an easy to use guide for the community to know when and how they can provide input into planning decisions that could impact them and the future of our Shire.

- 220/19** **Resolved** that Council:

- (1) Exhibit the Draft Community Participation Plan be exhibited for community comment for 28 days in accordance with the requirements of the Environmental Planning & Assessment Act 1979; and

- (2) Receive a further report detailing any community feedback at the conclusion of the exhibition period. Should Council receive no submissions at the close of the public exhibition period, the Community Participation Plan be adopted as exhibited.

(Bronwyn Petrie/Gary Verri)

**Motion Carried**

Manager Planning & Development Services, Tamai Davidson left the meeting, the time being 12.30 pm.

**(ITEM ENV22/19) INSTALLATION OF EMERGENCY SIRENS  
TENTERFIELD TOWN**

**SUMMARY**

The purpose of this report is to provide council with information and advice required to make informed decisions on the viability, scope, use, activation, and community benefit on the proposed implementation of emergency community alert sirens.

- 221/19** **Resolved** that Council does not install community emergency sirens in Tenterfield township based on the following;

1. The Local Emergency Management Committee consideration and subsequent recommendation of 9 October 2019 is that Tenterfield Shire Council does not install community alert sirens;
2. The recommendation from the New England Regional Emergency Management Officer; and
3. The recommendation from the Northern Tablelands Rural Fire Service Group Officer; and
4. The recommendation from Fire & Rescue NSW Inspector Wayne Zikan; and
5. The availability of more advanced methods.

(Bob Rogan/Michael Petrie)

**Motion Carried**

Cr Bronwyn Petrie registered a vote against the motion.

**OUR GOVERNANCE**

**(ITEM GOV65/19) MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019**

**SUMMARY**

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2019/2020 Operational Plan.

- 222/19** **Resolved** that Council receives and notes the status of the Monthly Operational Report for September 2019.

(Greg Sauer/Gary Verri)

**Motion Carried**



**(ITEM GOV66/19) DISCLOSURE OF INTEREST RETURNS 2018/2019**

**SUMMARY**

The purpose of this report is to document the tabling of the Disclosure of Interest Returns for the period 2018/2019.

**223/19** **Resolved** that Council note the tabling of the Disclosure of Interest Returns for the period 2018/2019 and lodged by 30 September 2019.

(Greg Sauer/Gary Verri)

**Motion Carried**

**(ITEM GOV67/19) 2020 COUNCIL ELECTION - VARIATION OF WARD BOUNDARIES**

**SUMMARY**

The purpose of this Report is to advise Council that the Staff have been liaising with NSW Electoral Commission with regard to a variation of ward boundaries of more than 10% as required under the NSW Local Government Act.

**224/19** **Resolved** that pursuant to s.211(2) and (3) of the *Local Government Act 1993* (NSW) ("the Act") that Council advise the Electoral Commission of its intention to maintain the existing Ward Boundaries for the election to be held in September 2020, continue to monitor the roll and that if a difference remains at the end of the first year of the following term of office of the Council, the Council will, as soon as practicable, alter the ward boundaries in a manner that will result in each ward containing a number of electors that does not differ by more than 10 per cent from the number of electors in each other ward in the area.

(Greg Sauer/Tom Peters)

**Motion Carried**

*Manager Finance & Information Technology Paul Della entered the meeting, the time being 12.54 pm.*

**(ITEM GOV68/19) COUNCIL SUBMISSION - REVIEW OF LOCAL GOVERNMENT COMPLIANCE AND REPORTING**

**SUMMARY**

The purpose of this report is to provide Council with the Independent Pricing and Regulatory Tribunal's (IPART) Review of Local Government Compliance and Enforcement Final Report, together with a copy of Council's draft response, prior to submitting feedback to the Office of Local Government, which is due by 15 November 2019.

**225/19** **Resolved** that Council:

- (1) Notes the Review of Local Government Compliance and Enforcement Final Report;
- (2) Notes Council's draft response to the Review of Local Government Compliance and Enforcement Final Report ;
- (3) Advises of any changes required to Council's draft response to the Review

of the Local Government Compliance and Enforcement Final Report;

- (4) Endorses Council's proposed submission, incorporating any changes as a result of Recommendation (3), in response to the Review of Local Government Compliance and Enforcement Final Report.

(Gary Verri/Bronwyn Petrie)

**Motion Carried**

**(ITEM GOV69/19) FINANCE & ACCOUNTS - PERIOD ENDED 30 SEPTEMBER 2019**

**SUMMARY**

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

- 226/19** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 30 September 2019.

(Brian Murray/Greg Sauer)

**Motion Carried**

**(ITEM GOV70/19) CAPITAL EXPENDITURE REPORT AS AT 30 SEPTEMBER 2019**

**SUMMARY**

The purpose of this report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This report outlines Council's financial progress against each project.

- 227/19** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 30 September 2019.

(Greg Sauer/Michael Petrie)

**Motion Carried**

**(ITEM GOV71/19) REPORT ON LOAN BALANCES**

**SUMMARY**

The purpose of this report is to inform Council of its loan balances as at 30 September 2019.

- 228/19** **Resolved** that Council notes the loan balance as at 30 September 2019 was \$9,957,867.09 (\$10,055,186.18 as at 30 June 2019).

(Bronwyn Petrie/Bob Rogan)

**Motion Carried**



Manager Finance & Information Technology Paul Della left the meeting, the time being 1.07 pm.

## REPORTS OF DELEGATES & COMMITTEES

### (ITEM RC20/19) REPORTS OF COMMITTEES & DELEGATES - TOURISM ADVISORY COMMITTEE - 18 SEPTEMBER 2019

#### SUMMARY

A meeting of the Tourism Advisory Committee was held on Wednesday, 18 September 2019.

**229/19** Resolved that:

- (1) The report of the Tourism Advisory Committee meeting of 18 September 2019 be received and noted; and
- (2) Council commence community liaison and investigations to provide tourism signage for six (6) Northern Region entry points in the Shire and consider a budget allocation in the December Quarterly Budget Review process.

(Bob Rogan/Gary Verri)

**Motion Carried**

### (ITEM RC21/19) REPORTS OF COMMITTEES & DELEGATES - PARKS, GARDENS & OPEN SPACE ADVISORY COMMITTEE MEETING - 19 SEPTEMBER 2019

#### SUMMARY

A meeting of the Parks, Gardens & Open Space Advisory Committee was held on Thursday, 19 September 2019.

**230/19** Resolved that the report and recommendations from the Parks, Gardens & Open Space Advisory Committee meeting of 19 September 2019 be received and noted.

(Brian Murray/Greg Sauer)

**Motion Carried**

## NOTICES OF MOTION

Nil.

## RESOLUTION REGISTER

### (ITEM RES9/19) COUNCIL RESOLUTION REGISTER - OCTOBER 2019

#### SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all resolutions of Council previously adopted and yet to be finalised.

**231/19** **Resolved** that Council notes the status of the Council Resolution Register to October 2019.

(Greg Sauer/Michael Petrie)

**Motion Carried**

*Manager Fleet, Brad Foan entered the meeting, the time being 1.20 pm.*

**CONFIDENTIAL BUSINESS – SUSPENSION OF STANDING ORDERS**

**232/19** **Resolved** that:

- a) The meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2) of the Local Government Act, 1993; and
- b) The Agenda and associated correspondence, unless specified are not to be released to the Public as they relate to a matter of either personal hardship, personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Bronwyn Petrie/Gary Verri)

**Motion Carried**

*The doors were closed to the public, the recording device turned off and the meeting moved into Closed Committee, the time being 1.21 pm.*

**(ITEM ENV24/19) REPLACEMENT OF LAND FILL COMPACTOR FOR BOONOO BOONOO WASTE FACILITY**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(i)) (d(ii)) (d(iii)) of the Local Government Act, 1993, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; AND commercial information of a confidential nature that would, if disclosed (ii) confer a commercial advantage on a competitor of the Council; AND commercial information of a confidential nature that would, if disclosed (iii) reveal a trade secret.

**SUMMARY**

Council has a Land Fill Compactor (Unit 109 Komatsu WF450-3) at its primary landfill facility located at Boonoo Boonoo and the current asset is due for replacement. The budget allocation as prescribed in the adopted Plant Renewal Program affords council the capacity to purchase a second hand machine only; and further, a second hand machine suits the low utilisation nature of the task.

**233/19** **Resolved** that Council accepts the offer of \$495,000 (ex GST) from Westrac for the supply and delivery of the second hand Caterpillar 836H Ser# BXD01016, subject to the satisfactory on site inspection by Council's Fleet Manager.

(Bob Rogan/Greg Sauer)

**Motion Carried**

**RESUMPTION OF STANDING ORDERS**

**234/19** Resolved that Standing Orders be resumed.

(Greg Sauer/Brian Murray)

**Motion Carried**

*The Meeting moved out of Closed Committee, the doors were opened to the public and the recording device switched on, the time being 1.37 pm.*

*In accordance with Section 253 of Local Government Regulations (General) 2005, the Mayor read the resolution as resolved by Council while in Closed Committee.*

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 1.38 pm.

.....  
Councillor Peter Petty  
Mayor/Chairperson

**MAYORAL MINUTE****(ITEM MM8/19) REQUEST FOR REVIEW INTO THE EXECUTION OF LIEUTENANTS HARRY "BREAKER" MORANT, PETER HANDCOCK & LIFE SENTENCE OF GEORGE WITTON - BOER WAR 1902****SUMMARY**

During the Anglo Boer War of 1901, James Francis Thomas from Tenterfield, New South Wales joined thousands of other Australians and travelled to South Africa as a volunteer to support England in its fight against the Boer population between 1899 and 1902. Approximately 16,000 Australians fought in the Boer War in contingents raised by the Australian colonies or the Commonwealth Government (after 1901), or joined British and South African colonial units.

**BACKGROUND**

Australians, Lieutenants Harry 'Breaker' Morant, Peter Handcock and George Witton served as volunteers in a South African irregular unit, the Bushveldt Carbineers, under British Military Command. These men were tried for shooting Boer prisoners and were found guilty at their Court Martial even though they pleaded their actions were in accordance with orders of their British superiors and lawful under the principle of reprisal.

Lieutenants Morant and Handcock were executed on 27 February 1902, and Witton's sentence commuted to life imprisonment, but he was released from prison in 1904.

Major James Thomas served with distinction as an infantry officer, but was also appointed to defend Morant, Handcock and Witton.

Major Thomas protested the innocence of his clients and insisted that an inquiry should have been convened to review the manner in which the arrest, trial and sentencing of these men was conducted by the British Military. Major Thomas raised serious doubts that they were not tried in accordance with the law of 1902.

Military and civilian lawyer, James Unkles has advocated for an enquiry and posthumous pardons. His work in this regard has included petitions to the British Crown, the Parliament of Australia and Government Ministers.

On 12 February 2018, a motion was tabled in the House of Representatives by Mr Scott Buchholz, MP. Of significance is the motion that expressed:

- (a) *sincere regret that Lieutenants Morant, Handcock and Witton were denied procedural fairness contrary to law and acknowledges that this had cruel and unjust consequences; and*
- (b) *sympathy to the descendants of these men as they were not tried and sentenced in accordance with the law of 1902.*

Mr Buchholz also stated:

*'The process used to try these men was fundamentally flawed. They were not afforded the rights of an accused person facing serious criminal charges enshrined in military law in 1902. Today, I recognise the cruel and unjust consequences and express my deepest sympathy to the descendants'.*

Mayoral Minute No. 8 Cont...

## COMMENT

These Australian veterans served the interest of the Crown and should be recognised and respected. If doubts exist as to the manner in which they were treated by the British Military Command this should be examined by an independent authority.

The descendants of these men seek an independent Australian Government review after decades of doubt that their relatives were tried fairly. They are seeking posthumous pardons.

The case continues to be controversial in Australian history. It has drawn concerned comments from community leaders, judicial figures, MPs, and the House of Representatives Petitions Committee who have reviewed the matter.

Posthumous pardons will bring a conclusion and provide reassurance that democratic traditions and the rule of law are paramount when reviewing cases in which there is credible evidence of a miscarriage of justice.

It is an appropriate time for posthumous pardons be extended to Lieutenants Morant, Handcock and Witton and accept that:

- due process taken to investigate and try the accused failed to meet the standards of the Military Law of 1902;
- the trials and sentences were not conducted in strict accordance with the judicial procedures and regulations of the time;
- the veterans were denied the right of appeal and petition to the King for clemency;
- they were held in isolation during the trials and were denied the opportunity to contact their families in Australia;
- their Counsel, Major Thomas was denied the use of the telegraph to seek intervention from the Australian Government that was unaware that these men were on trial and were facing capital punishment;
- The British military's decision not to consult the Australian Government about the arrest and trials was an appalling tactic to ensure these men were tried and sentenced without Australian intervention;
- the execution of Morant and Handcock was carried out with indecent haste, within a few hours of the sentences being proclaimed. This was a cruel decision and one that prevented any judicial or Australian Government intervention.

The lack of consultation with the Australian Government and denial of appeal were aggravating features that ensured that the accused were sentenced without any form of review, which they were entitled to seek. Pardons will address this injustice.

Mr Unkles has made a submission about this matter on behalf of the descendants to The Honourable Scott Morrison, MP, Prime Minister. I have reviewed this submission and believe it is compelling and should be supported by Council.

Taking action in this case reflects Australian values and ethics enshrined in respect for rule of law and due process. While the Morant matter occurred 117 years ago, the principles of due legal process and fairness remain as relevant today as they did in 1902.

Securing an inquiry will bring satisfaction to the descendants and if pardons are granted, would remove the stigma that the descendants have endured. Pardons would also

Mayoral Minute No. 8 Cont...

provide relief after 117 years of stress, anxiety, and recognition that Major Thomas' dedication to try to secure a fair trial and sentencing process was not in vain and will be vindicated by an independent inquiry.

## RECOMMENDATION

I, Councillor Peter Petty hereby move the following Mayoral Minute at the Ordinary Council Meeting held on Wednesday, 27 November 2019.

That Council supports Mr Unkles' submission to the Prime Minister, The Honourable Scott Morrison MP as follows:

*'The Tenterfield Council supports the proposal that the Australian Government appoints a suitably qualified person, such as a former Judge, to review the evidence and submission that three (3) Australian veterans, Lieutenants Harry 'Breaker' Morant, Peter Handcock and George Witton were not tried and sentenced by Courts Martial according to the law of 1902 and suffered a terrible injustice as a consequence.*

*The descendants of these men seek redress to mitigate the adverse effects the trials and executions have had and continue to have on the families of these men. Aggravating aspects include:*

- The veterans, individually and through Major Thomas, were denied the right of appeal and petition to the King for clemency;*
- They were held in isolation during the trials and were denied the opportunity to contact their families in Australia;*
- Major Thomas had one day to prepare complex trials on charges, which carried the death penalty. The prosecution had 3 months and unlimited resources to assist in preparing the cases. Major Thomas had no such support and was denied the opportunity to contact the Australian Government;*
- The British Military's decision not to consult the Australian Government about the arrest and trials was an appalling tactic to ensure these men were tried and sentenced without Australia's intervention;*
- The execution of Morant and Handcock was carried out with indecent haste, within a few hours of the sentences being proclaimed. This was a cruel decision and one that prevented any judicial or Australian Government intervention*

*The granting of statutory pardons, will remove the stigma associated with the military service of these veterans and the dishonour to Australia's history.*

*Pardons will also acknowledge that the executions of Morant and Handcock and imprisonment for life of Witton were penalties they did not deserve noting the significant mitigating circumstances and recommendations for mercy that were made by the trial officers but not implemented by the British authorities'.*

|                      |  |
|----------------------|--|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                     |
| <b>Submitted by:</b> | Manager Customer Service, Governance & Records                                   |
| <b>Reference:</b>    | <b>ITEM COM17/19</b>   |
| <b>Subject:</b>      | <b>RATEPAYERS PETITION TO REDUCE FINANCIAL BURDENS ON STRUGGLING RATEPAYERS.</b> |

|   |   |
|---|---|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |   |
| <b>CSP Goal:</b>  | <b>Leadership</b> - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.          |
| <b>CSP Strategy:</b>  | Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region. |
| <b>CSP Delivery Program</b>                                   | Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.  |

## SUMMARY

The purpose of this report is to advise Council that a Ratepayers Petition, signed by 784 persons, was submitted on 7 November 2019 by Peter Murphy, requesting that Councillors consider reducing the financial burdens on struggling ratepayers.

## OFFICER'S RECOMMENDATION:

### That Council:

- (1) Notes the tabling of a petition requesting a reduction in the financial burdens on struggling ratepayers, and**
- (2) That Council consider the petition's request, as part of Council's budgetary preparation process in 2020.**

## BACKGROUND

Mr Peter Murphy of 161 Logan Street Tenterfield, has submitted a "Ratepayers' Petition" with 784 signatures, claiming to *"represent a Shire wide appeal to Councillors to spare struggling ratepayers another year of double digit percentage increases in Council's fees and charges."*

## REPORT:

Council has received a petition on 7 November 2019, signed by 784 persons, requesting the following:

*"Ratepayers' Petition....."*

*"We the undersigned Tenterfield Shire Ratepayers, believe that Tenterfield Shire Council fees and charges, after substantial increases in FY2018/19 and FY2019/20, have now reached levels which are unacceptable to and unaffordable for struggling ratepayers and therefore hereby petition all Tenterfield Shire Councillors to pass, at the Council's November 2019 meeting, a motion prohibiting the creation of any new Council fees or charges in FY2020/21 and limiting any FY2020/21 increases in existng (sic) Council fees and charges to no more than 5% of their FY2019/20 levels".*

A review of the signatories and addresses against Council's rates database has identified that a proportion of these are from non ratepayers.



Our Community No. 17 Cont...

Nevertheless, for the purpose of consideration of the request, the details of these persons have also been included in Attachment 1 (Attachment Booklet 1).

***Comments from the Manager Finance & Technology:***

Tenterfield Shire has the lowest average residential council rates of councils in our vicinity and in some cases, Tenterfield Shire Council's average residential rate is less than half that of neighbouring councils as depicted on the map included in this report. The figures in this map, only show the average residential rate and **excludes** water, sewer and waste charges, which are a **charge** not a **rate**.

The Office of Local Government also has a new web page known as "**Your Council**" which provides comparisons of **rates** and some **charges** for like sized councils. The link to this site can be found at <https://yourcouncil.nsw.gov.au/council-data/tenterfield/2017/finances/>

Once again, this shows that council's **rates** and some **charges** are lower than similar sized councils as per the following summary:

| <b>Your Council's Rates &amp; Charges</b>   | <b>Result<br/>(Tenterfield)</b> | <b>Group<br/>Avg.</b> |
|---|---------------------------------|-----------------------|
| Avg Ordinary Residential Rate (\$)          | 561.16                          | 644.45                |
| Avg Ordinary Business Rate (\$)             | 1,157.45                        | 1,485.10              |
| Avg Ordinary Farmland Rate (\$)             | 1,519.20                        | 2,761.47              |
| Avg Ordinary Mining Rate (\$)               | 909.09                          | 404,779.15            |
| Total Land Value / Total Rate Revenue (\$)  | 184                             | 164                   |
| Typical Residential Water & Sewer Bill (\$) | N/A                             | N/A                   |
| Avg Domestic Waste Charge (\$)              | 221.29                          | 349.76                |

Council **rates** are capped by an independent body called the Independent Pricing and Regulatory Tribunal (IPART).

For the next financial year, the Rate Peg is 2.6%, meaning that other things being equal, council's general **rates** income cannot increase by more than 2.6%. This does not mean that individual **rates** won't go up by more than 2.6% however, as every three years, properties are revalued independently by the Valuer-General and depending on the relative change in value of a property compared with others in the same rating category, **rates** may go up or down based on those valuation movements. Overall however, **rates** income cannot increase by more than the rate peg except where there has been growth in the market eg via subdivisions or changes in rating categories.

As **rates** and **charges** all appear on the same Annual Notice, most people don't differentiate between the two and when people say "my **rates** have increased" they usually mean that their **rates and charges** have increased. It would be disingenuous for Council to say otherwise.



Our Community No. 17 Cont...

There is a difference between rates and charges, however, in that rates are essentially a levy and are not related to any specific activity of Council and are used to fund general council activities, whereas charges relate to specific activities of Council and Council is required to account for certain functions like water, waste and sewer separately and ensure they are self-sufficient from the general fund. That is, funds raised through water, waste and sewerage charges can't be spent on general Council activities.

Council is aware that water, waste and sewer charges have increased in recent times and this has been necessary to try to get the water and sewer funds into a positive financial position and to build up funds for future waste cell replacement in the waste fund.

Put simply, the reason why these charges may be higher than some other Councils, is population size. Most of these other Councils can spread the infrastructure and operating costs associated with their water, waste and sewer functions over a larger number of people and so the cost per user of the service is lower than we can afford to do it for in Tenterfield. Council tries to mitigate this to some extent by applying for grants to fund key infrastructure projects e.g. the new Water Treatment Facility a \$9.350 Million dollar project that Council will receive approximately \$7M in grant funding for. Without the grant, charges would have to have increased significantly over coming years to fund this replacement.

Due to the ongoing additional costs associated with new water infrastructure for the bores, water charges are likely to need to increase by greater than 5% in 2020/21. The exact figure is yet to be determined. Most other fees and charges are expected to increase by 5% or less but once again, this will be subject to the outcome of the budget process.

Council has been extremely successful over the past 12-18 months in applying for and receiving grant funding and council has been and will keep on actively pursuing funding from other levels of Government for roads, bridges, drought mitigation, improvements to facilities and other areas of Council responsibility in an effort to minimise the financial impact on ratepayers and users of council's water, waste and sewer infrastructure.

The petition which calls for no new fees to be implemented in 2020/21 and no more than a 5% increase to existing fees and charges in 2020/21, if implemented outside of the budget process, would, in my opinion, not be responsible financial management.

Councils is facing many challenges and cost impacts in a number of areas and there is a need to ensure the sustainability of Tenterfield Shire Council both now and into the future. This requires making decisions based on asset serviceability assessments and future demand.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Nil.

##### **2. Policy and Regulation**

- Local Government Act 1993
- Environmental Planning and Assessment Act 1979

Our Community No. 17 Cont...

**3. Financial (Annual Budget & LTFFP)**

If a cap on fees and charges were implemented this could impact on Council's financial sustainability into the future.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

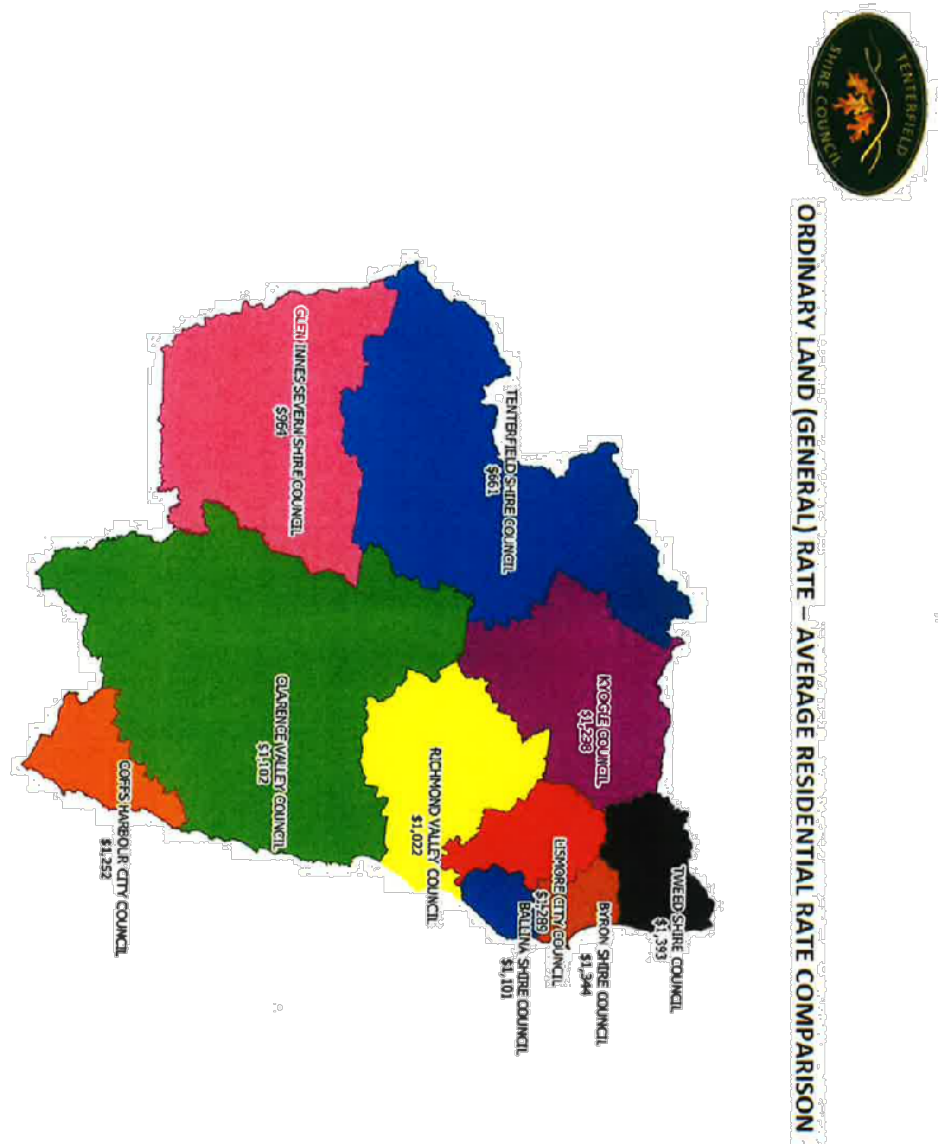
Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |   |          |
|-------------------------------|---|----------|
| Prepared by staff member:     | Erika Bursford; Paul Della  |          |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer  |          |
| Department:                   | Office of the Chief Corporate Officer                                       |          |
| Attachments:                  | <b>1</b> Ordinary Land (General) Rate - Average Residential Rate Comparison | 1 Page   |
|                               | <b>2</b> Attachment 1 (Attachment Booklet 1) - Ratepayers' Petition         | 25 Pages |



|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                      |
| <b>Submitted by:</b> | Manager Open Space, Regulatory & Utilities                        |
| <b>Reference:</b>    | <b>ITEM COM18/19</b>  |
| <b>Subject:</b>      | <b>AMENDMENT TO DRAFT NEW FOOTPATH ACTIVITIES POLICY NO.1.065</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |   |
|-----------------------------|---|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 1 - Tenterfield Shire is a vibrant, welcoming and safe community.       |
| <b>CSP Strategy:</b>        | Provide effective regulatory, compliance and enforcement services that keep our community safe. |
| <b>CSP Delivery Program</b> | Provide systems and processes to ensure compliance with legislation and standards.              |

#### **SUMMARY**

The purpose of this report is to present Council with an amended, draft, new Footpath Activities Policy for adoption, following which Council will repeal two (2) policies, these being Council's Advertising Sandwich Board Policy No. 3.010, and Council's Street Vending Policy No. 3.191, which have been incorporated into the new Policy.

#### **OFFICER'S RECOMMENDATION:**

##### **That Council:**

- (1) Adopts the draft, new Footpath Activities Policy No. 1.065 as per the attachment to this report; and**
- (2) Adopts the previously approved Local Approvals Policy as no submissions were received; and**
- (3) Repeals Street Vending Policy No 3.191 and Advertising Sandwich Board Policy No 3.010 upon adoption of the new Footpath Activities Policy and amended Local Approvals Policy.**

#### **BACKGROUND**

Council, at the Ordinary Council Meeting of 25 September 2019 resolved as follows:

##### **Resolution 190/19**

*"Resolved that Council:*

- (1) Places on public exhibition the new draft Footpath Activities Policy, as per Attachment 1 (Booklet 1) for a period of 28 days; and*
- (2) Places on public exhibition the Local Approvals Policy as amended as per Attachment 2 (Booklet 1) for a period of 28 days; and*
- (3) Accepts submissions to the Draft Footpath Activities Policy and Local Approvals Policy for a period of 42 days; and*
- (4) Adopts the new Footpath Activities Policy and amended Local Approvals Policy, effective 11 November 2019, should no submissions be received; and*

Our Community No. 18 Cont...

- (5) *Repeals Street Vending Policy No 3.191 and Advertising Sandwich Board Policy No 3.010 upon adoption of the Footpath Activities Policy and amended Local Approvals Policy."*

**REPORT:**

The new Footpath Activities Policy and amended Local Approvals Policy were placed on public exhibition to 11 November 2019. No submissions were received for the Local Approvals Policy, however Council put forward a submission for a minor amendment to the new Footpath Activities Policy which requires it to be resubmitted for adoption. These amendments are in red in the document.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement / Communication (per engagement strategy)**

The proposed new Footpath Activities Policy and Local Approvals Policy were advertised for a period of 42 days as required. No submissions were received for the Local Approvals Policy and Council making a submission to amend the Footpath Activities Policy.

**2. Policy and Regulation**

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Chapter 7 Section 68 Part D 7 E (2) of the Local Government Act 1993
- Section 125 of the Roads Act 1993

**3. Financial (Annual Budget & LTFP)**

Whilst Council has an adopted Operational Plan for the current 2019/20 period including fees and budgets, which will be applied in the current year, consideration is already being given to the development of the 2020/21 Budget. The implementation of the amended policy's will give Council the opportunity to review fees in this area during the current deliberations in line with the impacts being felt by business and the community at large.

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

The Policy provides information to both operational staff delegated as authorised officers, as well as the general public on Councils footpath activities regime in undertaking regulatory functions as a local level.

**7. Performance Measures**

Nil

**8. Project Management**

Nil

Our Community No. 18 Cont...

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Mark Cooper, Manager Open Space, Regulatory & Utilities

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Department: Office of the Chief Corporate Officer

Attachments: **1** New Draft Footpath Activities Policy - 1.065 10 Pages



## FOOTPATH ACTIVITIES POLICY

### Summary:

The purpose of this policy is to provide clear direction for commercial activities such as Advertising Sandwich Boards (A-Frames), Outdoor Dining & Street Vending while providing safe and accessible access for all community members and confirm Council's support for the vitality and economic growth of the town.

|                                 |   |
|---------------------------------|---|
| <b>Policy Number</b>            | 1.065   |
| <b>File Number</b>              | CM/121  |
| <b>Document version</b>         | Version 2.000   |
| <b>Adoption</b>                 | 27 November 2019  |
| <b>Approved By</b>              | Council   |
| <b>Date of Effect</b>           | Monday, 2 December 2019   |
| <b>Endorsed By</b>              | Executive Management Team   |
| <b>Minute Number</b>            | XXX/19  |
| <b>Consultation Period</b>      | 28 Days   |
| <b>Review Due Date</b>          | 2 years   |
| <b>Department</b>               | Environmental Management<br>Planning & Regulations  |
| <b>Policy Custodian</b>         | Chief Executive Officer   |
| <b>Superseded Documents</b>     | Advertising Sandwich Boards Policy (No. 3.010) 23 August 2017 168/17<br>Street Vending Policy (No. 3.191) 23 August 2017 168/17<br>Local Approvals Policy (No 168/17) 23 August 2017  |
| <b>Delegations of Authority</b> | Manager Open Spaces, Regulatory and Utilities<br>Manager Planning & Development Services<br>Chief Executive, Chief Corporate Officer<br>Chapter 7 Section 68 Part D & E (2) of the Local Government Act 1993<br>Section 125 of the Roads Act 1993 |

**1. Overview**

The purpose of this Policy is to:

- Provide clear guideline for commercial activities, such as outdoor dining, display of goods and use of Advertising Sandwich Boards (A-Frame), on Council's footpaths;
- Confirm Council's support for active footpaths that support the vitality of town centres and promote economic activity, while protecting the rights of pedestrians using footpaths for their principle purpose as a path of travel, and
- Ensure that footpaths in Tenterfield Shire are safe and accessible for everyone in the community to use including people with prams, older persons and people with a disability.

**2. Policy Principles**

The principles of this Policy are to provide:

- A quality commercial shopping precinct that is safe and accessible to the whole community, and
- Clear, safe and unobstructed access at all times for pedestrians.

**3. Policy Objectives**

The objectives of this Policy are as follows:

Access and Equity

- To ensure safety and convenient pass of all pedestrians and customers when using public footpaths;
- To ensure the maintenance of clear view lines for both pedestrians and motorists, particularly near pedestrian crossings, street corners and key intersections, and
- To ensure adjoining premises are not adversely affected by any business use of footpath areas.

Council and Community Protection

- To protect Council, the community and the public interest from potential insurance and liability claims, while permitting use of public footpaths for business purposes;



- To effectively address risk management and insurance liability issues for Council;
- To ensure that business use of public footpaths will not cost the public purse, and
- To ensure that the amenity of the general public will not be compromised by the provision of business use to footpath areas.

#### Economic

- To enhance the economic viability of our local businesses by offering permits to use public footpaths for business;
- To ensure trading and enhance neighbourhood centres by providing a more vibrant and colourful atmosphere for shoppers;
- To provide for an active and integrated street front, and
- To maintain visibility and exposure of shopfronts.

#### **4. Policy Statement**

##### Street Vending, Advertising Sandwich Boards (A-Frame) and Footpath Dining

- Authorised Council Regulatory Officers will carry out inspections of commercial areas within the immediate central business district of Tenterfield township to identify any unapproved Sandwich Boards, Street Vending or Footpath Dining;
- When unapproved items have been identified, the owners of these unapproved items will be notified by letter of their obligations under the Local Government Act 1993. Written notification will be given advising the owner that they have fourteen (14) days to seek the correct approval;
- If approval is not sought prior to the expiration of this fourteen (14) day period, Council shall issue an on-the-spot fine under Section 626 (3) of the Local Government Act 1993 and may seize the offending items.
- A 1.8 metre wide unobstructed section of footpath is to be maintained at all times. In select instances this distance may be reduced, where the applicant can demonstrate that there is an accessible path of travel and that there will be no increased impact on pedestrian access when the goods are in place;
- A minimum of 600mm is to be maintained between all items and the kerb at all times;
- Preference is given to placement of items directly against the shop front;
- Pedestrian traffic along footpaths is to remain unhindered at all times;
- Footpath dining activities must account for relevant Food Safety and Alcohol Licensing requirements;

- Goods displayed for street vending must relate to the business being conducted at the premises, must be contained within the property side boundaries, must not extend more than 1 metre from the shopfront and be located so as not to obstruct any doorway;
- Street Vending, Advertising Sandwich Boards (A-Frame) and Footpath Dining approvals shall be based upon an approved plan, clearly identifying all proposed equipment locations, which is to be included on the application form;
- Any food, including tinned and packaged goods, displayed for Street Vending shall be at a height not less than 750mm above the footpath level. Displayed fruit and vegetables must be protected from contamination. ~~No-Glass-or-breakable-goods-~~ Potentially Hazardous Foods (PHF) must be appropriately temperature controlled and comply with relevant food and traffic regulations;
- Goods and/or display stands for Street Vending must not be more than 2 metres above footpath level;
- **No glass or breakables;**
- All tables, chairs, signage, goods and / or display stands shall be secured **or positioned** to prevent them from being moved by wind or other forces and finished with no part protruding beyond the approved area, and with no sharp corners or trip hazards. All street vending, tables and seats shall be of a cast iron, wood or aluminium type in a traditional heritage style;
- All tables, chairs, signage, goods and / or display stands must be removed from the footpath when premises are closed;
- The area is to be maintained in a clean condition at all times. Waste generated is to be disposed of via the host premises and not into the gutter or street bins;
- No spruiking of goods is permitted;
- Cash registers or counter facilities are prohibited;
- Evidence of public liability insurance of a minimum of \$20,000,000 specifically indemnifying and listing Tenterfield Shire Council on the policy as an interested party. The policy must be held in the name of the applicant;
- Additional requirements may be imposed where there is no parking lane joining the footpath, or where location specific risks exist;
- Council take the necessary actions to establish an annual approval fee to be assessed, through public notification of the proposed fee in the Annual Fees and Charges;

- **One** Advertising Sandwich board (A-Frame) only will be authorised per premises and are not to be tied to poles, trees or other street furniture;
- Public street furniture is to remain available for use by the general public. Use of Council's street furniture for the exclusive use of café patrons or placement of tableware, tablecloths or umbrellas on or above a Council owned table is not permitted;
- For safety reasons, barrier screens or other suitable barriers will need to be provided where any tables and chairs are proposed kerb-side. The arrangement of barriers will depend on the site specific traffic and footpath conditions. Where traffic speeds are higher than 40km/h or where the footpath is adjacent to reverse parking spaces, café furniture must be suitably protected from vehicles and Council or the Roads & Maritime Services may require specific barrier types;
- Café chairs placed with their backs to the walkway zone must have sufficient clearance to ensure that when they are pulled out they will not obstruct the minimum 1.8m wide walkway zone, and
- It is important that predictable pathways be provided for people who are blind or have low vision. Café furniture must not be moved into the walkway zone at any time, including during wet weather. Any café furniture placed along the building line should have a solid base or be protected by a structure with a solid base and must be placed in the same position every day to ensure a predictable pathway is maintained.

#### Conduct of Patrons - Footpath Dining

The licensee is responsible for the conduct of patrons at tables and chairs in the outdoor seating area and must ensure that patrons do not move tables and chairs into the walkway or kerb buffer areas or allow pets, prams, bicycles or any other personal items to obstruct the walkway or kerb-side zones.

#### Cleanliness and Litter Control

- Each approval holder is responsible for maintaining the area within and around the Trading Zone in a clean and safe condition;
- Smoking will not be permitted at any outdoor table or seat approved under this policy;
- Items and structures on the footpath must only be placed on the footpath during the operating hours of the business, and
- The use of disposable tableware (plates/bowls, plastic straws, cutlery and containers) in outdoor cafes (other than for takeaways or special events) is strongly discouraged.

Alcohol, Noise and Entertainment

- Prior to the service or consumption of alcohol within the Trading Zone, an applicant must obtain and provide Council with a copy of a liquor licence that includes the relevant part of the footpath as part of the licensed area. Many of Council's footpaths are alcohol-free zones therefore; the licensed area must be delineated in some way so patrons are notified that they cannot take alcohol beyond the licensed area.
- No outdoor speakers, sound amplification equipment or jukeboxes are permitted on any footpath, except with the specific approval of Council. No live entertainment is permitted to be associated with a commercial footpath activity without the written permission of Council (excluding busking activities).

Ancillary Items (Umbrellas, Heaters, Planter Boxes and Pots, Screens and Windbreaks)

- In general, an approval will not be issued to allow ancillary items unless café furniture has also been approved. In order to place any such items on the footpath (even where permission has been granted for café furniture), they must be shown on the endorsed plan under the approval.
- All ancillary items must be removed from the footpath during periods of high winds and at the close of each business day.
- Portable outdoor gas heaters must be erected on stable, level ground and kept clear from overhead coverings including awnings, shade sails, umbrellas and other combustible materials that can be ignited by radiant heat. Portable outdoor gas heaters must comply with *Australian Standard AS 1596*, be certified by the Australian Gas Association and installed according to the specifications of the manufacturer.
- Umbrellas must be a minimum (at the lowest point) of 2.0 metres high above the level of the footpath, of robust design, secured at all times, and easily removable.
- Planter boxes and pots must provide a positive contribution to the visual amenity of the street and be maintained with healthy plants or else permission will be revoked and the boxes required to be removed. Planter boxes must be kept free from cigarette butts and other rubbish.
- Temporary canvas/barrier screens must be placed so that they are stable and secured or weighted so they will not be moved by patrons or weather conditions and shall not exceed a height of 1.2 metres above the footpath.
- Signage on barrier screens and umbrellas are permitted provided the name or logo of a business relates to the products/retail being sold in the business.
- Council may limit, at its discretion, the amount placed on the footpath.

#### Other Matters

Application processes are governed by the need for assessment in line with Legislative requirements, and although generally they will differ in details and time taken according to the type of work/activity proposed, there are a few fundamental processes followed.

#### Lodgement of an Application

Most applications and booking have a specific form the lodgement of an application, dependent upon the nature of the proposal, fees may apply and where a fee is required, it must be paid at time of lodgement.

Council's fees are detailed in our annual fees and charges.

An application may be rejected within seven (7) days of receipt if it is not clear as to the nature of the approval sought, or if the application is not legible. Therefore it is necessary that applications contain all of the information relevant to the proposal.

#### Assessment Process

- Where an application has been accepted by Council, but the proposal is of a complex nature, more information may be sought from the applicant to ensure that Council's assessment can account for relevant areas;
- Where more information is required, Council will usually contact the applicant directly (by means of details provided with the application) within twenty-one (21) days of lodgement;
- Applications can be amended by the applicant prior to determination, provided the variations are only minor in nature. Should a major variation be required, the applicant may be instructed to submit a new application; and
- Applications under the Roads Act 1993 and Local Government Act 1993 are not required to be publicly notified, and generally will not be.

#### Determination

- Once assessed by Council, a notice will be issued to the applicant noting whether the application has been approved or refused;
- The period of approval is dependent upon the nature of the proposal, and,
- Where works/activities have not commenced, or where the activity is not held in the nominated/approved time, the approval may lapse. In such cases, and depending upon circumstances, the applicant can seek to lodge a new application with Council.



#### Review

Determinations made by Council can be reviewed under Section 100 of the Local Government Act 1993. A request to review must be made in writing within twenty-eight (28) days from the date of Council's determination. Review of determinations is final.

#### Enforcement of Approvals

- Where a person, persons or a commercial business is acting in contravention with an issued approval, or in non-accordance with specific Acts or Regulations, Council may take enforcement action in the interest of preserving public health and the environment.

Approvals issued under this policy may be modified, revoked or suspended by Council where:

- The approval is deemed to have been obtained by fraud, misinformation or concealment of facts, and
- For any matter arising after the granting of the approval, that may have caused Council to have rejected the approval had it arisen prior to the approval being issued.

#### Building Works

This policy does not include applications, consents and approvals for the undertaking of building works, which are subject to approvals processes under the Environmental Planning and Assessment Act 1979.

#### Approvals Related to Food Premises

Any applications/proposals under the provisions of this policy, and related to operations of a food premises (mobile or otherwise) must comply with the NSW Food Authority "Food Safety Standards Code", the Food Act 2003, and be related to a business registered with the NSW Food Authority.

### **5. Scope**

This policy applies to the use of all Council-owned and managed footpaths within the Tenterfield Shire Council for the following commercial purposes;

- Outdoor Dining and / or;
- The display of Advertising Sandwich Board (A-Frame) signage, and/or
- Street Vending.

This policy applies to commercial footpath activities undertaken by an organisation (including community organisations and not-for-profits), individual or business. It does not apply to busking activities.

This Policy only applies to placement of temporary structures and does not include fixed outdoor furniture such as bike racks, fixed seating or awnings. Separate approval is necessary for permanent structures.

## **6. Accountability, Roles & Responsibility**

### **Elected Council**

Council is legally responsible for ensuring safe pedestrian walkways for people of all abilities and for regulating and managing commercial footpath activities.

### **Chief Executive, Executive and Management Teams**

The Chief Executive, Open Spaces Regulatory & Utilities Manager, Executive Management Team and Managers are responsible for the development, approval and maintenance of procedures/protocols that support the Council's Policies.

### **Individual Managers**

Business operators have a legal responsibility to obtain relevant approvals to use the footpath for commercial activities and to ensure they do not obstruct the footpath.

## **7. Definitions**

**Advertising Sandwich Board (A-Frame):** blackboard or footway signage means any portable, self-supporting sign.

**Classified Road:** Roads and Maritime Services (RMS) exercise broad authority over some, or all, aspects of legally classified roads. RMS has delegated authority to Council to give consent to proposed outdoor restaurants on the New England Highway (Rouse Street) and the Bruxner Highway east bound (High Street).

**Trading Zone:** The area available for commercial footpath activities (Trading Zone) can be calculated as the remaining area of footpath once the minimum 1.8 metre wide pedestrian path and kerb buffer area have been excluded. The size of the Trading Zone in each area will vary depending on the width of the footpath.

**Walking Zone:** the area of footpath kept clear and free from any obstructions, allowing people to walk along the footpath unimpeded. This policy requires at least 1.8m be kept clear for walking.

## **8. Related Documents, Standards & Guidelines**

- Local Government Act 1993
- Disability Discrimination Act 1992
- Roads Act 1993

- Local Government (General) Regulations 2005
- Local Approvals Policy 3.121

**9. Version Control & Change History**

| Version | Date              | Modified by | Details                             |
|---------|-------------------|-------------|-------------------------------------|
| V1.0    | 25 September 2019 | Council     | Adoption of Exhibition Draft Policy |
| V2.0    | 27 November 2019  | Council     | Adoption of Amended Policy          |
|         |                   |             |                                     |
|         |                   |             |                                     |



|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>          |
| <b>Submitted by:</b> | Property Specialist (P/T)                             |
| <b>Reference:</b>    | <b>ITEM COM19/19</b>                                  |
| <b>Subject:</b>      | <b>NATIONAL PARKS &amp; WILDLIFE LAND ACQUISITION</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |   |
|-----------------------------|---|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated. |
| <b>CSP Strategy:</b>        | Buildings are well designed, safe and accessible and the new is balanced with the old.  |
| <b>CSP Delivery Program</b> | Ensure that Council buildings and facilities meet the needs of users.   |

#### **SUMMARY**

The purpose of this report is to inform Council of the Minister for Energy and Environment's proposal to acquire further land to add to the National Parks System.

#### **OFFICER'S RECOMMENDATION:**

##### **That Council:**

- (1) Resolve to advise the Minister for Energy and Environment that Council has not identified any suitable Council owned land for acquisition by the National Parks and Wildlife Service; and**
- (2) The Mayor reply to The Honorable Matt Kean MP expressing Council's concerns with the current management and staffing levels of the National Parks and Wildlife Service across the State and in Tenterfield Local Government Area in particular.**

#### **BACKGROUND**

Mayor Peter Petty received a letter from The Honorable Matt Kean MP, Minister for Energy and Environment dated 2 October 2019, a copy of which is attached.

#### **REPORT:**

The Honourable Matt Kean MP, Minister for Energy and Environment wrote to all Mayors and Members of Parliament proposing to increase the size of the National Park system by 200,000 hectares. The Minister proposes to achieve this increase by acquiring land from Councils and individuals.

The National Parks and Wildlife Service are seeking to acquire land which has a high conservation value which will help to protect threatened species, has intact habitat, could provide easier access to existing parks or could help to protect or create wildlife corridors.

The proposal is open to Council's and members of the public. Any members of the public can contact the NPWS direct to negotiate a land sale or transfer.

Our Community No. 19 Cont...

**COUNCIL IMPLICATIONS:**

**1. Community Engagement / Communication (per engagement strategy)**

Nil

**2. Policy and Regulation**

- Local Government Act 1993
- Local Government Regulation 2005
- National Parks and Wildlife Act 1974

**3. Financial (Annual Budget & LTFP)**

Nil

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Jennifer Donadel; Heidi K Ford

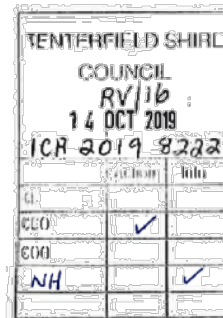
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Department: Office of the Chief Corporate Officer

Attachments: **1** Letter from The Honourable Matt Kean MP **2** Pages



The Honourable Matt Kean MP  
Minister for Energy and Environment



MD19/3871

Clr Peter Petty  
PO Box 214  
Tenterfield NSW 2372

Email: [council@tenterfield.nsw.gov.au](mailto:council@tenterfield.nsw.gov.au)

2 October 2019

Dear Clr Petty

Our national parks system is important to NSW because it protects some of our best natural and cultural heritage. With over 870 reserves, it is the cornerstone of biodiversity conservation. Our national parks also host more than 60 million domestic and 2.7 million international visits a year and are a major contributor to the state's economy.

Recently, I announced my intention to increase the size of the national parks system by 200,000 hectares. I am writing to request your assistance in this endeavour.

In particular, I seek your advice on land acquisition proposals that would add value to the national parks system in your electorate.

My objectives are to increase the conservation value of the national parks system and to enhance its relevance and connection to the lives of people.

I am looking for proposals that involve land in good natural condition with conservation values that are either rare, threatened or otherwise poorly represented in the national parks system.

Any proposal submitted should at a minimum:

- include information that clearly defines the land subject to the proposal (identifying specific lots in deposited plans if possible)
- describe why the land is considered to be of high conservation value
- articulate the reasons why you believe the land would be best protected and managed for conservation in the national parks system
- indicate whether the land is on the market for purchase or available for transfer
- include contact details for the land's owner(s).

Each proposal received will be managed confidentially and will be assessed to determine its suitability for potential acquisition. If found suitable, a proposal will be assigned a priority by considering its value to the national parks system and the resourcing available for potential acquisition.

Please be advised that assessment and prioritisation processes can take a while to complete, and that the National Parks and Wildlife Service (NPWS) only acquires land that is available for acquisition from willing land owners.

Proposals can be submitted at [reserve.establishment@environment.nsw.gov.au](mailto:reserve.establishment@environment.nsw.gov.au).

GPO Box 5341 Sydney NSW 2001 ■ P: (02) 8574 6150 ■ F: (02) 9339 5572 ■ W: [nsw.gov.au](http://nsw.gov.au)

Further information about the NPWS acquisition program may be found on the Environment, Energy and Science website at [www.environment.nsw.gov.au](http://www.environment.nsw.gov.au).

If you have any further questions please contact Richard Kingswood, Director Conservation Branch, NPWS, on 9585 6571 or at [richard.kingswood@environment.nsw.gov.au](mailto:richard.kingswood@environment.nsw.gov.au).

Yours sincerely



**Matt Kean MP**  
Minister for Energy and Environment

|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                    |
| <b>Submitted by:</b> | Property Specialist (P/T)   |
| <b>Reference:</b>    | <b>ITEM COM20/19</b>  |
| <b>Subject:</b>      | <b>CROWN LAND PROPOSAL TO CLOSE CROWN ROAD WITHIN THE TOOLOOM FALLS RESERVE</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |   |
|-----------------------------|---|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated. |
| <b>CSP Strategy:</b>        | Buildings are well designed, safe and accessible and the new is balanced with the old.  |
| <b>CSP Delivery Program</b> | Ensure that Council buildings and facilities meet the needs of users.   |

#### **SUMMARY**

Crown Land are seeking Council's interest or objection to the closure of the Crown Road within the Tooloom Falls Reserve.

#### **OFFICER'S RECOMMENDATION:**

##### **That Council:**

- (1) Oppose the closing of the Crown Road reserve, which passes through Reserve R51297 (Lot 73 DP 751057) on the basis that Council require access to Tooloom Creek for operational purposes; and**
- (2) That Council have no objection to the relocation of the Crown Road within the boundary of Reserve R51297 to allow access to Tooloom Creek and request that the remaining portion of the Crown Road from the north western boundary of Reserve R51297 to Tooloom Falls Road be dedicated to Council as public road ensuring access to Reserve R51297 is retained.**

#### **BACKGROUND**

The Tooloom Falls Reserve is managed by Council under the Crown Land Management Act 2016. There is a Native Title determination over the Reserve by The Githabul People (NCD 2007/001) and as a result an Indigenous Land Use Agreement (ILUA) is in place. Also as a result of the Native Title determination there is an Aboriginal Area Declaration over the Reserve (however this Declaration does not cover the road).

Representatives of the Githabul People and National Parks and Wildlife have previously met with Council representatives to discuss the possibility of closing the Reserve for a period of time (approximately 6 to 12 months) in order to allow the area to regenerate. The Githabul People expressed concern relating to the damage being caused by campers and visitors. It is proposed that a temporary closure of the Reserve would allow the trees and vegetation time to recover. Upon reopening, it is intended that the Reserve would only be accessible for day visitors, not camping.

Our Community No. 20 Cont...

**REPORT:**

Crown Land have contacted Council to gauge their interest or objection to the closing of the Crown Road which dissects the Tooloom Falls Reserve. A map of the Reserve and road is attached.

In the event that the entire Crown Road is closed, there would be no legal public access to the Reserve or Tooloom Creek.

An alternative to closing the entire Crown Road would be to relocate the Crown Road within the Reserve and dedicate the balance of Crown Road to the Council in order to maintain access to the Reserve. Relocation of the Crown Road to the northern boundary (as proposed on the attached map) would see the creation of a large single parcel of land that would consolidate the requirement for the completion of an Aboriginal Area Declaration and facilitate the transfer of management to the National Parks and Wildlife Service.

It is understood that the road closure has been raised as a result of the ILUA review. When the ILUA was first entered, in 2007, Crown Land made a commitment to the Githabul People to close the Crown Road so that the Aboriginal Area Declaration would include the area covered by the Crown Road.

Once the Aboriginal Area is complete, management of the Reserve can pass to the Office of Environment and Heritage (National Parks & Wildlife Service). The National Parks and Wildlife Services' intention is to manage the reserve in conjunction with the Githabul People to preserve the cultural significance of the area.

Tooloom Creek supplies the water for the township of Urbenville. At this time Council staff access Tooloom Creek through the Tooloom Falls Reserve for the purpose of water monitoring. Staff can also access the Creek through the land where the water treatment plant is located.

New South Wales Fisheries have indicated their objection to the closing of the Road on the basis that access to Tooloom Creek should be maintained.

**COUNCIL IMPLICATIONS:****1. Community Engagement / Communication (per engagement strategy)**

Nil

**2. Policy and Regulation**

- Crown Land Management Act 2016
- Native Title Act 1993
- National Parks and Wildlife Act 1974
- Local Government Act 1993

**3. Financial (Annual Budget & LTFP)**

If the section of Crown Road outside of the Reserve is dedicated to Council as a part of the process of closing the Crown Road within the Reserve, then there will be no cost to Council.

**4. Asset Management (AMS)**

In the event that the Crown Road is closed within the Reserve and the balance of the Road is dedicated to Council, Council will be responsible for an additional

Our Community No. 20 Cont...

section, approximately 50 metres x 20 metres, however Council already maintain this section.

If the matter of the Aboriginal Area is finalised and the Reserve is passed to National Parks and Wildlife, management of the Reserve will no longer be the responsibility of Council. Also, Council would no longer be required to prepare a Plan of Management for the Reserve.

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

The risk to Council if the entire Crown Road is closed, is that there would be no legal access to the Reserve or Tooloom Creek.

In the event that management of the reserve is passed to the Office of Environment and Heritage (National Parks and Wildlife Service), public liability for the Reserve will also pass.

**7. Performance Measures**

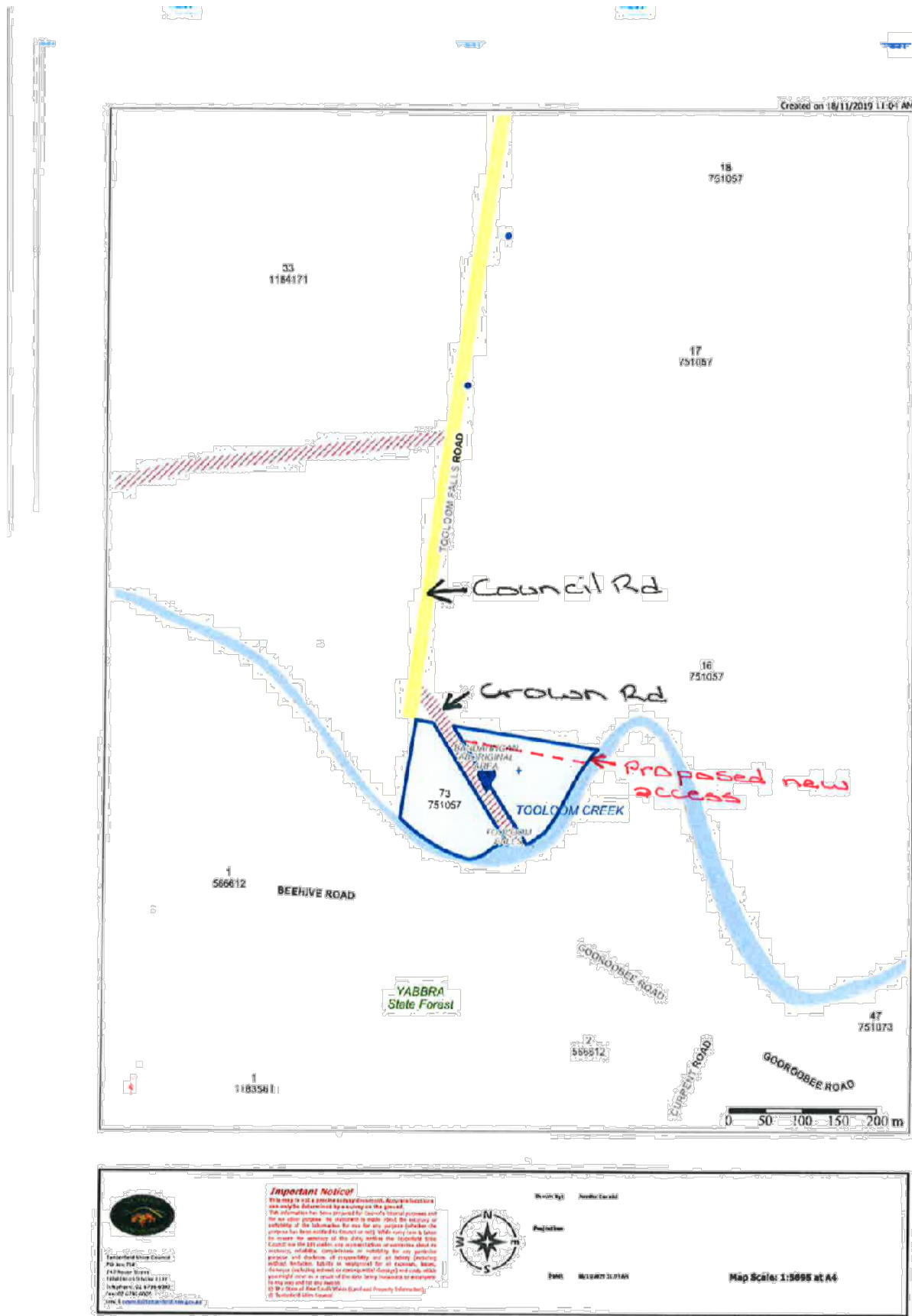
Nil

**8. Project Management**

Nil

**Kylie Smith**  
**Chief Corporate Officer**

|                               |                                       |
|-------------------------------|---------------------------------------|
| Prepared by staff member:     | Jennifer Donadel; Heidi K Ford        |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer  |
| Department:                   | Office of the Chief Corporate Officer |
| Attachments:                  | 1 Tooloom Falls Map 1 Page            |





|                      |  |
|----------------------|--|
| <b>Department:</b>   | <b>Engineering Department</b>                |
| <b>Submitted by:</b> | Manager Water & Waste                        |
| <b>Reference:</b>    | <b>ITEM ENV25/19</b>                         |
| <b>Subject:</b>      | <b>PROVISION OF EMERGENCY WASTE VOUCHERS</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |   |
|-----------------------------|---|
| <b>CSP Goal:</b>            | <b>Environment</b> - ENVO 11 - Secure, sustainable and environmentally sound infrastructure and services underpin Council service delivery. |
| <b>CSP Strategy:</b>        | Waste from our operations is managed to reduce the volume and take advantage of recycling opportunities available to us.                    |
| <b>CSP Delivery Program</b> | Provide effective and efficient delivery of sewerage services across to the townships of Tenterfield and Urbenville.                        |

#### **SUMMARY**

This report was requested by Council at the October 2019 Ordinary Meeting to provide information for issuing three (3) emergency Waste Vouchers per impacted household for disposal of fire damaged waste.

#### **OFFICER'S RECOMMENDATION:**

**That Council take no further action and maintain current business as usual.**

#### **BACKGROUND**

The Tenterfield Shire community has undergone a year of hardships, commencing with fires in February 2019; again in September 2019 and with catastrophic fires again in November 2019.

The range of the fires span the entire Shire including the villages of Urbenville, Legume, Liston, Drake, Jennings, Tenterfield and more recently Silent Grove, Bolivia, Ewingar, Beaury Creek, Rivertree and Torrington.

Council has been working closely with the emergency response team and recovery teams to ensure that waste can be effectively collected and disposed of in the appropriate manner. To this end Council staff have, in partnership with EPA and Public Works, delivered a range of services to deal with waste from fires.

This included a chemical collection, steel collection, (also available free at Transfer Stations) and asbestos disposal nearing completion. Notably the majority of waste has been steel, and asbestos.

The chemical collection over two (2) separate days effectively saw two (2) residents drop off chemicals (which appeared to be agricultural stockpiled waste rather than burnt chemical waste).

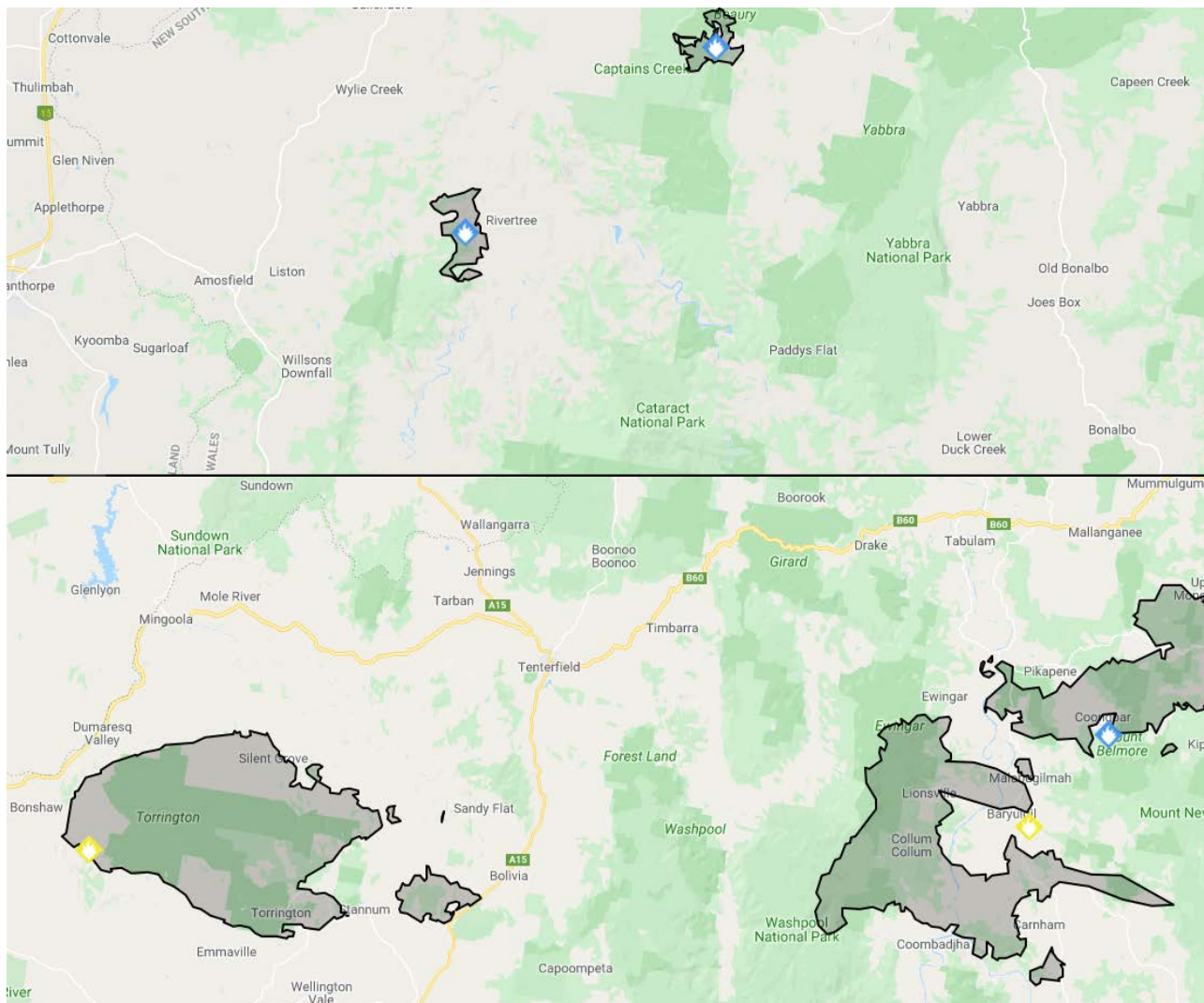
Additional note: Reports have previously been supplied to Council (22 August 2018) regarding costs of the Waste Voucher System. An excerpt of the report details costs to Council in the last financial year as;

*'..In the 2017/2018 financial year, 14,565 vouchers were issued to residential ratepayers. In 2017-2018 financial year the vouchers were set at \$13 per voucher.*

Our Environment No. 25 Cont...

*This equated to \$189,345.00 of revenue that Council might not potentially realise. Approximately 3,883 vouchers were used by ratepayers last year, equating to \$50,479 of revenue that was not realised by Council.'*

**Figure 1 November Fires 2019 - Source RFS Fires near me**



## REPORT:

Council has undertaken various programs to assist the community in dealing with waste generated by declared disasters in February, September to October and more recently November 2019 fires. Council, in conjunction with EPA and Public Works have delivered a range of measures to assist the communities affected by these fires and still continue to assist the community in the recovery phase for disaster assistance.

The information collected on the September/October fires were limited to Tenterfield, Drake and Sandy Creek. Clause A.11 of the *NSW Disaster Assistance Guidelines* (2015) limits potential for reimbursement as only provided to eligible residents following the declaration of a Natural Disaster by the NSW Government and following specific authorisation by the NSW Government.

Council has provided in July 2019, three (3) Waste Vouchers to all residents in the new 2019/2020 financial year.

Our Environment No. 25 Cont...

Residents affected by the February, and September/October fire events were advised if vouchers were lost or destroyed these would be re-issued at no cost. This will also be offered to the residents affected by the November fires.

In the 2018/2019 financial year, from the 14,565 vouchers issued to ratepayers 3,883 vouchers were used. Since July this financial year, current indications show 1,284 vouchers have been utilised equating to \$24,139.20.

The number of damaged residential properties assessed by Public Works for the September/October fires are; Tenterfield 4; Mt McKenzie 9; Long Gully Road (September) 13 and Long Gully Road (October) 1. Total number for damaged and/or destroyed properties in the September/October fires total 29. Noting these figures are for residential assessed properties and omit the wider community affected by fires i.e. no direct property losses, fences, vegetation or livestock losses. Noting rented or leased properties and their residents are not supported through this system.

**The following options have been considered for additional Waste Vouchers:**

**Option 1**

Additional waste vouchers are issued to the 29 identified damaged properties in the Tenterfield and Drake/Long Gully area attributed to the September/October 2019 fires at a potential cost of \$1,635.

The distribution of these vouchers is of concern, as delivery to impacted residents could be limited. It is also noted that all residents identified by Public Works could be eligible for financial support in waste management under either their insurance or government subsidy.

Under this proposed option the wider community affected would not receive any benefit.

**Option 2**

Additional waste vouchers are issued to the 200 potentially identified damaged properties of the September/October and November fires 2019 fires at a potential cost of \$11,280. Locations included in the 200 properties are Urbenville, Legume, Liston, Drake, Jennings, Tenterfield and more recently Silent Grove, Bolivia, Ewingar, Beaury Creek, Rivertree and Torrington.

This estimate includes the area of Drake where approximately 86 properties have been identified in the total 200.

The distribution of these vouchers will also be impacted by Council's ability to deliver to residents and noting that many residents may be identified by Public Works for financial support in waste management under either their insurance or government subsidy.

Under this proposed option, the wider community affected is considered.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement / Communication (per engagement strategy)**

Community engagement provided by Council's Community Engagement Strategy under emergency and recovery is ongoing. Local meetings, media releases, advertising as well as internet information is available to fire affected residents.

Our Environment No. 25 Cont...

It has been identified that many of the properties have been destroyed and the ability to distribute information physically may be hampered. Secondly, many residents would have sought alternative accommodation.

## 2. Policy and Regulation

- Clause A.11 of the *NSW Disaster Assistance Guidelines* (2015)
- Local Government Act

## 3. Financial (Annual Budget & LTFP)

Additional administration costs may need to be calculated to support the process if council chooses to exercise either options in the report.

The report focuses on the direct cost of providing the service, not managing distribution and assessment given a wide range of variables. This is significant.

## 4. Asset Management (AMS)

Increases in waste volumes and temporary collection at Jennings provide wear and tear on Council's Waste fleet.

## 5. Workforce (WMS)

Recovery from extended timeframes of fires have increased work-loads for staff and travelling times for waste disposal (for example additional travel to Jennings for temporary stockpiling of waste, while asbestos pit is in operation - Public Works).

## 6. Legal and Risk Management

The adoption of either recommendation 1 or 2, sets a precedent for future emergency events that Council may not be in a position to support at the time. The options exclude any previous fire and emergency events.

Council also faces potential reputational risk in the distribution and identification of those properties to receive additional support.

**Lastly, the basis of all the determining factors at the time of writing was very fluid at best, as all of the information - and therefore our capacity to predict outcomes - wasn't available.**

## 7. Performance Measures

Nil.

## 8. Project Management

The management of the project will be impacted by the final numbers provided by Office of Emergency Management, as at 30 November 2019.

Council staff will use the address data provided by OEM to determine eligibility and will forward vouchers to all property owners (ratepayers in the shire, not residents) based on location data provided from reports of Disaster Recovery Information.

It is expected that the information to allow us to process the additional vouchers will not be available until early January once OEM have completed the inspections.

Our Environment No. 25 Cont...

A lead time also needs to be applied for printing and post of the new vouchers which would see the distribution some time at the end of January which may be seen by recipients as too long for a response.

**Fiona Keneally**  
**Director Infrastructure**

|                               |   |
|-------------------------------|---|
| Prepared by staff member:     | Gillian Marchant                          |
| Approved/Reviewed by Manager: | Fiona Keneally, Director Infrastructure   |
| Department:                   | Engineering Department                    |
| Attachments:                  | There are no attachments for this report. |

|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Engineering Department</b>             |
| <b>Submitted by:</b> | Technical Projects Engineer               |
| <b>Reference:</b>    | <b>ITEM ENV26/19</b>                      |
| <b>Subject:</b>      | <b>BRYANS GAP WASTE COLLECTION SURVEY</b> |

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

|                             |   |
|-----------------------------|---|
| <b>CSP Goal:</b>            | <b>Environment</b> - ENVO 11 - Secure, sustainable and environmentally sound infrastructure and services underpin Council service delivery. |
| <b>CSP Strategy:</b>        | Waste from our operations is managed to reduce the volume and take advantage of recycling opportunities available to us.                    |
| <b>CSP Delivery Program</b> | Provide effective and efficient delivery of sewerage services across to the townships of Tenterfield and Urbenville.                        |

#### SUMMARY

The purpose of this report is to provide Council with information to aid making a decision on whether to pursue the Bryans Gap Road Waste collection service or otherwise.

#### OFFICER'S RECOMMENDATION:

##### That Council:

- (1) Offer a mandatory waste and recycling service for the properties along the proposed Bryan's Gap Road route, or;
- (2) Offer an opt-in waste and recycling service along the proposed Bryan's Gap Road route, or;
- (3) Continue to not offer any waste or recycling collection services along Bryan's Gap Road.

#### BACKGROUND

On 24 July 2019, Tenterfield Shire Council resolved at an Ordinary Council meeting to:

##### **Resolution 133/19**

*Undertake a letter drop survey along the entire length of Bryans Gap Road from the Bruxner Highway to Mt Lindesay Road to determine if a waste bin pick-up service is supported.*

#### REPORT:

##### **Council Survey**

Council sent surveys to 30 rate payers whose properties have frontage onto Bryans Gap Road. Any properties who currently receive a waste collection service were excluded. The rate payers were given over a month to submit their responses.

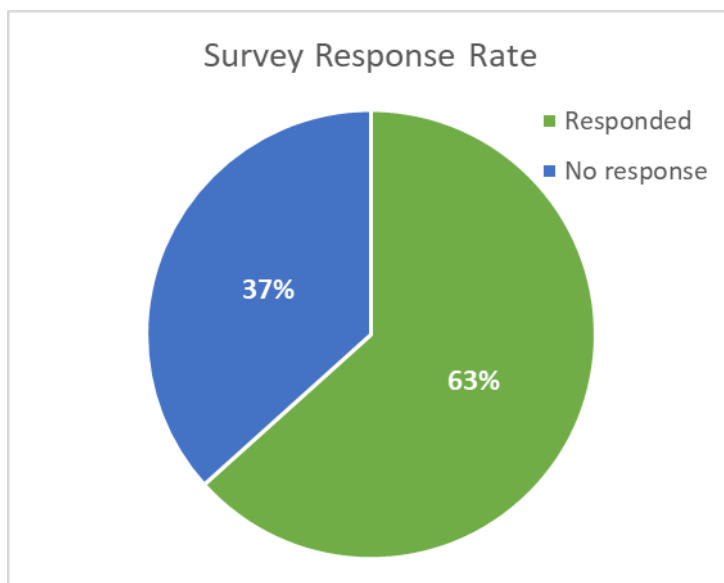
The survey asked 5 questions:

1. Are you interested in having a General Waste Collection service, collected weekly on Friday? (Required)

Our Environment No. 26 Cont...

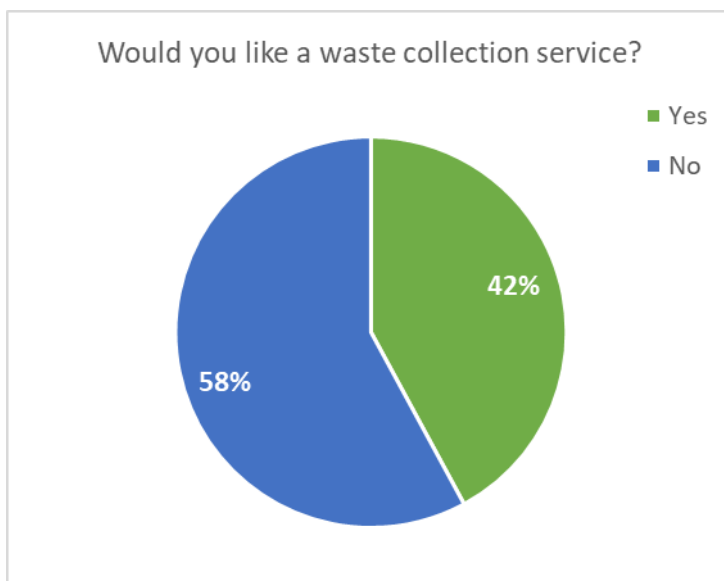
2. Are you interested in having a Recycling Collection service, collected fortnightly on Monday – Eastern side? (Required)
3. Can you explain why you responded as you did to Q1 and Q2? (Optional)  
Eg – Vacant block, combined assessments for rating purposes
4. Are you aware that the implementation of these services will incur a yearly fee? (Required)
5. Do you have any additional comments? (Optional)

From the survey, the response rate was 63%, meaning that of the 30 issued surveys, 19 surveys were returned to Council, as shown in Figure 1.



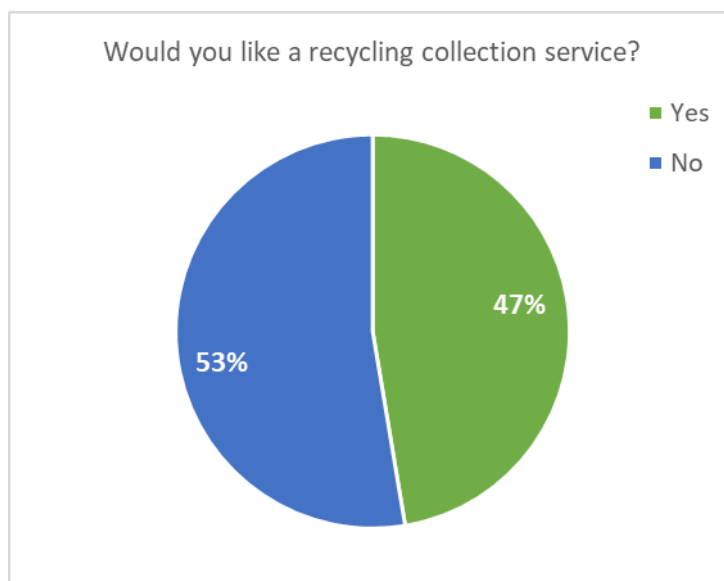
**Figure 1 Response rate of survey**

From the responses, 42% of people would like a general waste collection service (Figure 2) and 47% of people would like a recycling service (Figure 3).



**Figure 2 General Waste Collection Response**

Our Environment No. 26 Cont...



**Figure 3 Recycling Collection Response**

### Revenue

The anticipated revenue for the Bryan's Gap Road water collection and recycling service is \$10,410 (2019/2020 financial year). This is assuming all 30 residences have a 120L general waste collection bin and a recycling bin.

### Operating Costs

The calculation of the operating costs of the Bryan's Gap Road waste collection route is difficult to determine on its own as it will become part of the Tenterfield waste collection service.

In 2018/2019, the operating cost of the Tenterfield General Waste Collection was \$102,354.84. This serviced 1,146 x 120L bins and 808 x 240L bins. This cost **does not** include the cost of landfilling or landfill maintenance.

The recycling operating cost was \$152,121.71 for 1,921 recycling bins. This cost **does** include the cost of the recycling processing offsite, including delivery of materials.

Based on the 2018/2019 operational costs, it is anticipated that the Bryan's Gap Road service will incur approximately \$3,487.00, based on the assumptions listed in the revenue and excluding landfill costs.

### COUNCIL IMPLICATIONS:

#### 1. Community Engagement / Communication (per engagement strategy)

A community survey was sent to 30 properties along the proposed route.

#### 2. Policy and Regulation

- The Local Government Act States:

#### **496 Making and levying of annual charges for domestic waste management services**

- (1) A council must make and levy an annual charge for the provision of domestic waste management services for each parcel of rateable land for which the service is available.



Our Environment No. 26 Cont...

- (2) A council may make an annual charge for the provision of a domestic waste management service for a parcel of land that is exempt from rating if:
  - (a) the service is available for that land, and
  - (b) the owner of that land requests or agrees to the provision of the service to that land, and
  - (c) the amount of the annual charge is limited to recovering the cost of providing the service to that land.

**501 For what services can a Council impose an annual charge?**

- (1) A council may make an annual charge for any of the following services provided, or proposed to be provided, on an annual basis by the council:
  - water supply services
  - sewerage services
  - drainage services
  - waste management services (other than domestic waste management services)
  - any services prescribed by the regulations.
- (2) A council may make a single charge for two or more such services.
- (3) An annual charge may be levied on each parcel of ratable land for which the service is provided or proposed to be provided.

**3. Financial (Annual Budget & LTFFP)**

The increase in service will likely be cost neutral, when factoring landfilling costs as well as collection costs.

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Offering a recycling service to a previously un-serviced area has the potential to increase the Shire's recycling rate.

**8. Project Management**

Nil

**Fiona Keneally**  
**Director Infrastructure**

|                               |   |
|-------------------------------|---|
| Prepared by staff member:     | Melissa Blum, Technical Projects Engineer;<br>Gillian Marchant, Manager Water & Waste |
| Approved/Reviewed by Manager: | Fiona Keneally, Director Infrastructure   |
| Department:                   | Engineering Department  |
| Attachments:                  | There are no attachments for this report.   |

|                      |  |
|----------------------|--|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>             |
| <b>Submitted by:</b> | Executive Assistant & Media                      |
| <b>Reference:</b>    | <b>ITEM GOV72/19</b>                             |
| <b>Subject:</b>      | <b>MONTHLY OPERATIONAL REPORT - OCTOBER 2019</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |  |
|-----------------------------|--|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities. |
| <b>CSP Strategy:</b>        | Council's decision making processes are open, accountable and based on sound integrated planning.  |
| <b>CSP Delivery Program</b> | Promote and support community involvement in Council decision making process.  |

#### **SUMMARY**

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2019/2020 Operational Plan.

#### **OFFICER'S RECOMMENDATION:**

**That Council receives and notes the status of the Monthly Operational Report for October 2019.**

**Terry Dodds**  
**Chief Executive**

|                               |  |
|-------------------------------|--|
| Prepared by staff member:     | Noelene Hyde, Executive Assistant & Media  |
| Approved/Reviewed by Manager: | Terry Dodds, Chief Executive   |
| Department:                   | Office of the Chief Executive  |
| Attachments:                  | <b>1</b> Attachment 2 (Attachment Booklet 144<br>2) - Monthly Operational Report - Pages<br>October 2019 |

|                      |  |
|----------------------|--|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>             |
| <b>Submitted by:</b> | Manager Customer Service, Governance & Records           |
| <b>Reference:</b>    | <b>ITEM GOV73/19</b>                                     |
| <b>Subject:</b>      | <b>TENTERFIELD SHIRE COUNCIL ANNUAL REPORT 2018/2019</b> |

#### LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

|                             |  |
|-----------------------------|--|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.                |
| <b>CSP Delivery Program</b> | Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.        |

#### SUMMARY

The purpose of this report is for Council to receive the Annual Report, inclusive of the Annual Financial Statements, for the financial year ending 30 June 2019.

#### OFFICER'S RECOMMENDATION:

**That Council receive and adopt the Annual Report for 2018/2019.**

#### BACKGROUND

Council must prepare an Annual Report in accordance with the *Local Government Act 1993*, Section 428.

- (1) *Within 5 months after the end of each year, a Council must prepare a report (its "Annual Report") for that year reporting as to its achievements in implementing its Delivery Program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.*
- (2) *The Annual Report in the year in which an Ordinary Election of Councillors is to be held must also report as to the Council's achievements in implementing the Community Strategic Plan over the previous four years.*
- (3) *An Annual Report must be prepared in accordance with the guidelines under Section 406.*
- (4) *An Annual Report must contain the following:*
  - (a) *a copy of the Council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time,*
  - (b) *such other information or material as the regulations or the guidelines under section 406 may require.*
- (5) *A copy of the Council's Annual Report must be posted on the Council's website and provided to the Minister and such other persons and bodies as the Regulations may require. A copy of a Council's Annual Report may be provided to the Minister*

Our Governance No. 74 Cont...

*by notifying the Minister of the appropriate URL link to access the report on the Council's website.*

**REPORT:**

In accordance with the Act, Council staff have contributed to the development of the Annual Report and the audited Financial Statements.

The Annual Report consists of several sections commencing with the Mayor's and General Manager's messages, followed by statistics about the Shire, our achievements over the year against the Community Strategic Plan directions, and statutory reporting items.

**COUNCIL IMPLICATIONS:****1. Community Engagement / Communication (per engagement strategy)**

Council meets its commitment to inform, consult and involve by annually reporting on its Annual Report and audited Financial Statements via its open Ordinary Meeting.

**2. Policy and Regulation**

- NSW Local Government Act 1993;
- NSW Local Government (General) Regulation 2005.

**3. Financial (Annual Budget & LTFP)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

The Annual Report is a statutory requirement. Failure to lodge the report would result in a significant risk to Council of being non-compliant under the Local Government Act 1993.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Erika Bursford, Manager Customer Service, Governance & Records

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Department: Office of the Chief Corporate Officer

Attachments: **1** Attachment 3 (Attachment Booklet 3) - Draft Annual Report 2018/2019

Our Governance No. 74 Cont...

|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                    |
| <b>Submitted by:</b> | Manager Finance & Technology  |
| <b>Reference:</b>    | <b>ITEM GOV74/19</b>  |
| <b>Subject:</b>      | <b>PRESENTATION OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2019</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |  |
|-----------------------------|--|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.   |
| <b>CSP Delivery Program</b> | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.  |

#### **SUMMARY**

The purpose of this report is to present to Council the audited Financial Statements for the year ended 30 June 2018, in accordance with the provisions of Section 418 of the *Local Government Act 1993*.

#### **OFFICER'S RECOMMENDATION:**

**That Council notes the audited Annual Financial Statements for the year ended 30 June 2019, as contained in the 2018/2019 Annual Report (Attachment 3 (Attachment Booklet 3)).**

#### **BACKGROUND**

The Local Government Act 1993 contains specific requirements to be followed in relation to the presentation of Council's statutory Financial Statements. In summary the procedures are listed below:

1. The prepared Financial Statements are required to contain certificates to be signed in accordance with a resolution of Council. Council authorised the signing of the certificates by resolution at the Ordinary Meeting held on 25 September 2019.
2. The Financial Statements and certificates referred to in item one (1) are then referred to Council's Auditor.
3. As soon as practical after receiving the Auditor's Report, Council must forward a copy of the audited Financial Statements to the Office of Local Government (OLG). These documents were forwarded to the OLG on Wednesday 23rd October 2019. Tenterfield Shire Council was the 30th Council to submit their Statements to the OLG out of all Councils in NSW. Some Councils sought extensions.
4. A public notice must be provided of Council's intention to present its audited Financial Statements. Council provided a public notice which was published in the Tenterfield Star on 13 November 2019, Our Local News on 18 November 2019 and the Warwick Daily News on 20 November 2019.

Our Governance No. 74 Cont...

5. Anyone can make written submissions to Council regarding its audited Financial Statements or Auditor's Reports for a period of 7 (seven) days after the reports have been presented to Council.

It should be noted that Council's Auditors attended the September Audit and Risk Committee meeting where the draft financial statements were presented and where the Committee recommended that Council should refer the Draft Statements for Audit, which Council did at the September Ordinary Council meeting.

#### **REPORT:**

The Auditor's Report states that Council's accounting records have been kept in accordance with relevant legislation and accounting policies.

Council's Financial Statements and Key Performance Indicators for the year ended 30 June 2019 reveal that Council's financial position continues to be healthy. This is highlighted by the various operating and capital ratios highlighted below.

Council is currently in a sound and stable financial position. However, Council should endeavor to continue to seek additional untied revenue sources to address the infrastructure backlog, identify opportunities for savings and finalise asset management plans.

A summary of the key figures are listed as follows:

#### **Overall Result:**

The Income Statement identified a profit of \$10.270M (\$7.715 in 2017/18).

Council's operating position excluding capital income and capital contributions is also favourable, with an operating position after these items of \$831K (\$2.172M in 2017/18). It should be noted that this result did not change from the draft Financial Statements presented to Council at the September Ordinary Council meeting.

#### **Results by Fund**

As per Note 25 of the General Purpose Financial Statements, excluding capital income and capital contributions, the Water Fund made a loss of \$279K (\$553K surplus in 2017/18); the Sewer Fund made a surplus of \$439K (\$1.012M in 2017/18) and the General Fund made a surplus of \$671K (\$607K in 2017/18).

#### **Financial Graphs and Ratios**

Council's financial performance can also be seen in the following graphs of the operating financial ratios:

## Our Governance No. 74 Cont...

## 1. Operating performance ratio



Benchmark: — &gt; 0.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

## Purpose of operating performance ratio

This ratio measures Council's achievement of containing operating expenditure within operating revenue.

## Commentary on 2018/19 result

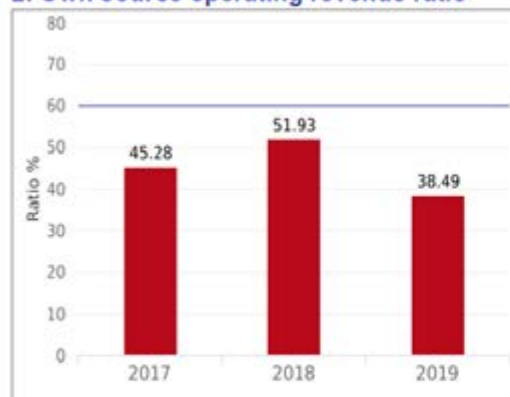
2018/19 ratio 2.96%

The 2017/18 result included income from found assets hence the lower result in 2018/19 where no income from found assets has been included.

Ratio achieves benchmark

Ratio is outside benchmark

## 2. Own source operating revenue ratio



Benchmark: — &gt; 60.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

## Purpose of own source operating revenue ratio

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions.

## Commentary on 2018/19 result

2018/19 ratio 38.49%

Due to the efforts of Council to attract external grant funding for Bridges and other major infrastructure projects, this ratio worsened. Council believes that the benefit to the community from attracting these grants outweighs any concern about the lowering of this ratio.

Ratio achieves benchmark

Ratio is outside benchmark

## 3. Unrestricted current ratio



Benchmark: — &gt; 1.50x

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

## Purpose of unrestricted current ratio

To assess the adequacy of working capital and its ability to satisfy obligations in the short term for the unrestricted activities of Council.

## Commentary on 2018/19 result

2018/19 ratio 4.24x

No significant variance.

Ratio achieves benchmark

Ratio is outside benchmark



## Our Governance No. 74 Cont...

**4. Debt service cover ratio**

Benchmark: — &gt; 2.00x

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

**Purpose of debt service cover ratio**

This ratio measures the availability of operating cash to service debt including interest, principal and lease payments

**Commentary on 2018/19 result**

2018/19 ratio 7.39x

The change reflects the additional loan taken out in 2018/19 in relation to the Tenterfield Dam Wall project.

Ratio achieves benchmark

Ratio is outside benchmark

**5. Rates, annual charges, interest and extra charges outstanding percentage**

Benchmark: — &lt; 10.00%

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

**Purpose of rates, annual charges, interest and extra charges outstanding**

To assess the impact of uncollected rates and annual charges on Council's liquidity and the adequacy of recovery efforts.

**Commentary on 2018/19 result**

2018/19 ratio 7.63%

No significant variance.

Ratio achieves benchmark

Ratio is outside benchmark

**6. Cash expense cover ratio**

Benchmark: — &gt; 3.00mths

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

**Purpose of cash expense cover ratio**

This liquidity ratio indicates the number of months a Council can continue paying for its immediate expenses without additional cash inflow.

**Commentary on 2018/19 result**

2018/19 ratio 12.26 mths

This ration continues to remain very favourable.

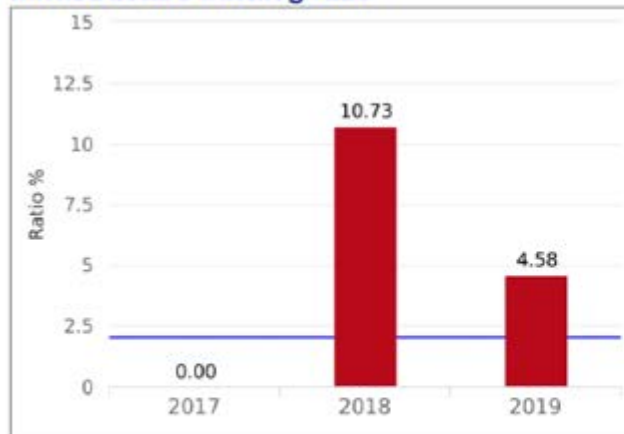
Ratio achieves benchmark

Ratio is outside benchmark



## Our Governance No. 74 Cont...

As well as in the following graphs of the capital financial ratios, it should be noted that the following information comes from Special Schedule 7 of the Financial Statements which are unaudited:

**Infrastructure backlog ratio <sup>1</sup>****Infrastructure backlog ratio**

This ratio shows what proportion the backlog is against the total value of a Council's infrastructure.

**Commentary on result**

18/19 ratio 4.58%

Reduced significantly due to significant additional infrastructure expenditure, particularly on Bridges, the Tenterfield Dam wall and other major capital projects.

Benchmark: — < 2.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio is outside benchmark

**Buildings and infrastructure renewals ratio <sup>1</sup>****Infrastructure renewals ratio**

To assess the rate at which these assets are being renewed relative to the rate at which they are depreciating.

**Commentary on result**

18/19 ratio 236.56%

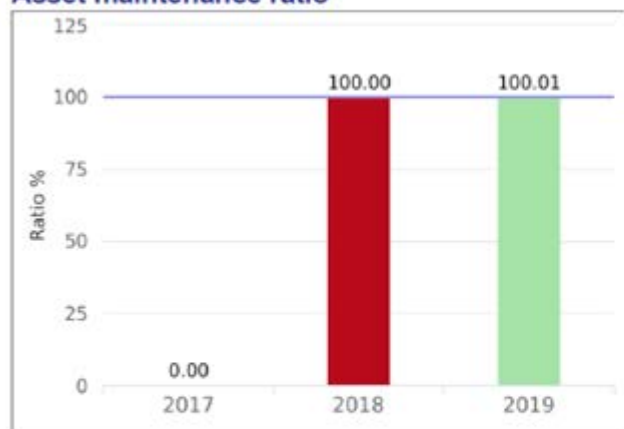
Improved significantly due to expenditure on Bridges, the Tenterfield Dam Wall and other major capital projects.

Benchmark: — >= 100.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio is outside benchmark

**Asset maintenance ratio****Asset maintenance ratio**

Compares actual vs. required annual asset maintenance. A ratio above 1.0 indicates Council is investing enough funds to stop the infrastructure backlog growing.

**Commentary on result**

18/19 ratio 100.01%

No significant variance.

Benchmark: — > 100.00%

Ratio achieves benchmark

Source of benchmark: Code of Accounting Practice and Financial Reporting #27

Ratio is outside benchmark

Our Governance No. 74 Cont...

**Cost to bring assets to agreed service level**



Audit representatives have confirmed their presence at the November Ordinary Council Meeting in order to provide an overview of Council's financial position and to answer any questions that Councillors may have in regard to the Audited Financial Statements.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

The Audited Financial Statements form part of Council's Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework. The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders including the Community and Council is required to exhibit the audited Financial Statements.

It is a requirement that as soon as practicable after receiving a copy of the Auditor's report, that the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report.

##### **2. Policy and Regulation**

There are no Policy issues arising out of this report.

##### **3. Financial (Annual Budget & LTFFP)**

The Financial Statements are Council's primary form of review on Council's sustainability and the financial performance of Council throughout the reporting period. For this reason, they remain a crucial part of the performance measurement framework and the financial performance as disclosed should be a serious consideration in any future decision making.

##### **4. Asset Management (AMS)**

There are no specific asset management issues arising out of this report but Council is aware of a number of issues in relation to Timber Bridges, Waste Management and the Water Filtration Plant.

##### **5. Workforce (WMS)**

There are no workforce issues arising out of this report.

Our Governance No. 74 Cont...

#### **6. Legal and Risk Management**

The preparation, audit and review of Council's Financial Statements ensure compliance with:

- The Local Government Act 1993, (as amended) and the Regulations made there under;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board;
- The Local Government Code of Accounting Practice and Financial Reporting.

#### **7. Performance Measures**

There are no performance measure issues arising out of this report.

#### **8. Project Management**

There are no project management issues arising out of this report.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |  |
|-------------------------------|--|
| Prepared by staff member:     | Paul Della, Manager Finance & Technology |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer     |
| Department:                   | Office of the Chief Corporate Officer    |
| Attachments:                  |  |

|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>              |
| <b>Submitted by:</b> | Manager Finance & Technology                              |
| <b>Reference:</b>    | <b>ITEM GOV75/19</b>                                      |
| <b>Subject:</b>      | <b>QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2019</b> |

| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |  |
|---|--|
| <b>CSP Goal:</b>  | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>  | Council is a financially sustainable organisation, delivering value services to the Community.   |
| <b>Delivery Plan Action:</b>                                  | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.  |
| <b>Operational Plan Action:</b>                               | Ensure adequate and effective internal controls are in place for all financial management and purchasing functions.  |

## SUMMARY

The purpose of this report is to provide Council with a Quarterly Budget Review Statement (Attachment 1) in accordance with Regulation 203 of the Local Government (General) Regulation 2005 (the Regulation).

## OFFICER'S RECOMMENDATION:

**That Council adopts the September 2019 Quarterly Budget Review Statement.**

## BACKGROUND

Regulation 203 of the Regulation states that:

- (1) Not later than two months after the end of each quarter (except the June quarter), the Responsible Accounting Officer of a Council must prepare and submit to the Council a Budget Review Statement that shows, by reference to the estimate of income and expenditure set out in the statement of the Council's Revenue Policy included in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.
- (2) A Budget Review Statement must include or be accompanied by:
  - (a) a report as to whether or not the Responsible Accounting Officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure, and
  - (b) if that position is unsatisfactory, recommendations for remedial action.
- (3) A Budget Review Statement must also include any information required by the Code to be included in such a statement.

The Code referred to is the Code of Accounting Practice and Financial Reporting. While earlier versions of the Code had an appendix that listed minimum requirements, these were removed a few years ago as they are of no relevance to the financial statements (which is the main purpose of the Code).

Our Governance No. 75 Cont...

In the absence of any instructions in the Code, the Quarterly Budget Review Statement publication issued in 2010 by the then Division of Local Government, NSW Department of Premier and Cabinet has been used as a guide to the preparation of this Quarterly Budget Review.

The quarterly review should act as a barometer of Council's financial health during the year and it is also a means by which Councillors can ensure that Council remains on track to meet its objectives, targets and outcomes as set out in its Operational Plan.

## REPORT

The original budget adopted by Council indicated that the Net Operating Surplus at the end of the 2019/20 financial year was expected to be \$23,993,887 (including Capital Grants and Contributions). This was based on budgeted total operating revenue of \$45,425,161 and budgeted total operating expenditure of \$21,431,274.

The effect of the proposed budget changes for the September quarter of additional \$1,462,248 would result in an increase to the bottom line projected Net Operating Surplus of \$25,456,135.

The September 2019 Quarterly Budget Review indicates that Council is in a good position in respect of actual expenditure to budgeted expenditure. The net operating result after excluding Capital Income shows an estimated decreased surplus of \$1.551M to \$909K.

The Operating Performance Ratio is an example of demonstrating whether Council is making an operating surplus or deficit and can be expressed including or excluding Capital income. Both are included in this quarters report.

The Operating Performance Ratio (excluding Capital income) is defined as:

$$\frac{\text{Total Continuing Operating Revenue (excluding Capital grants and contributions)} - \text{Operating Expenses}}{\text{Total Continuing Operating Revenue}}$$

Council originally budgeted for a positive Operating Ratio (surplus) both including and excluding Capital income of 52.82% percent and 6.75% percent respectively. This has now changed to 53.76% and 3.99% respectively.

Council continues to record positive Operating Ratio results as evidenced by the 2018/19 Audited Financial Statements and as can be seen above, expects a positive Operating ratio result again in 2019/20.

A large proportion of the September quarterly budget adjustments relate to bringing in carry-forward amounts from 2018/19, particularly for Capital Expenditure. The adjustments recommended for the September quarterly budget review are outlined in the attachment.

## Cash and Investment Review:

The cash and investment review provides an estimate of the current internal and external restrictions on Council's invested funds. These are not fully determined until the end of the Financial Year. Now that the audit of the Financial Statements has been completed, updates have been made to these figures as at 30 June 2019.

**Our Governance No. 75 Cont...**

The report also includes a reconciliation of Council's cash and investments on hand as at 31 October 2019.

This report also requires a statement in respect of whether all investments are in accordance with the requirements of Section 625 of the Local Government Act 1993, the accompanying Regulation and Council's Investments Policy. This statement, in combination with the monthly investment report, ensures that Council is complying with these statutory, regulatory and policy requirements.

Further, a declaration as to the preparation of bank reconciliations is also required. Bank reconciliations occur on a daily basis with a full reconciliation performed on a monthly basis. The full reconciliation for the September 2019 quarter occurred on 1 October 2019.

**Capital Budget Review:**

The Capital Budget Review format allows Council to analyse any additional Capital expenditure to be incurred in the current financial year and the extent to which monies have already been expended. The report also indicates how Council is to fund the Capital expenditure for the year.

This review proposes to increase Capital Works Expenditure from \$37.110M to \$44.191M an increase of \$7.081M. This increase mainly relates to roads & bridges funding expenditure, Plant renewal expenditure, and Stronger Country Community grant expenditure.

**Contracts:**

The Reporting Framework requires the identification of contracts entered into in the preceding quarter which exceed specified expenditure limits. The limit for reporting contracts in the QBRS is one percent (1%) of revenue from continuing operations, or \$50,000, whichever is less. Three contracts have met the relevant criteria for the September quarter of 2019/20.

**Consultancy and Legal Expenses:**

The current expenditure to 31 October 2019 on qualifying consultancies and legal fees are identified in the QBRS and this expenditure is budgeted for and, given the size and nature of Council's operations, is considered reasonable.

**COUNCIL IMPLICATIONS:****1. Community Engagement / Communication (per engagement strategy)**

Nil.

**2. Policy and Regulation**

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

Our Governance No. 75 Cont...

**3. Financial (Annual Budget & LTFFP)**

It is important for Council to note that the adoption of this budget review approves the variations identified in the attached report and that the cumulative effect of the budget variations should be considered when reviewing this budget.

The original estimated Operating Surplus for the 2018/19 financial year was \$23,993,887 (including capital grants) and \$1,551,351 (excluding capital grants). The September Quarterly Budget Review has seen this surplus revised to \$25,456,135 (including capital grants) and \$908,827 (excluding capital grants).

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

The Budget Review is submitted to Council in accordance with Clause 203(1) of the Local Government (General) Regulation 2005.

**7. Performance Measures**

The impact of the recommended budget variations on Council's main key performance indicator is detailed in the Quarterly Budget Review Statement. Due to year end accounting adjustments other performance ratios won't be available until the audited financial statements are completed.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |  |
|-------------------------------|--|
| Prepared by staff member:     | Paul Della, Manager Finance & Technology;<br>Jessica Wild, Management Accountant |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer   |
| Department:                   | Office of the Chief Corporate Officer  |
| Attachments:                  | 1 September 2019 Quarterly Budget Review 9 Pages                                 |

**Tenterfield Shire Council**

**Budget review for the quarter ended - 30 September 2019**

**Report by Responsible Accounting Officer**

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

*It is my opinion that the Quarterly Budget Review Statement for the Tenterfield Shire Council for the quarter ended 30 September 2019 indicates that Council's projected financial position at 30 June 2020 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.*

Signed:



Responsible Accounting Officer

Date:

20/11/19



| Tenterfield Shire Council  |                               |  |                   |  |                                 |
|--|-------------------------------|--|-------------------|--|---------------------------------|
| Budget Statement for the year ended - 30 September 2019                |                               |  |                   |  |                                 |
| Income and Expenditure Review by Function                              |                               |  |                   |  |                                 |
|  | Original<br>Budget<br>2019/20 | APPROVED<br>Changes<br>September<br>Review | REVISED<br>Budget | PROJECTED<br>year end<br>Result<br>2019/20 | ACTUAL<br>YTD<br>as at 30/09/19 |
|  | \$'000                        | \$'000                                     | \$'000            | \$'000                                     | \$'000                          |
| <b>Income</b>  |                               |  |                   |  |                                 |
| Civic Office   |                               |  |                   |  |                                 |
| Organisation and Leadership  |                               |  |                   |  |                                 |
| Community Development  | 1                             | 4  | 5                 | 5  |                                 |
| Economic Growth and Tourism  | 28                            |  | 28                | 28   | 1                               |
| Theatre and Museum Complex   | 168                           | 42   | 210               | 210  | 23                              |
| Finance and Technology   | 10,046                        | (387)                                      | 9,659             | 9,659                                      | 5,136                           |
| Corporate and Governance   | 2                             |  | 2                 | 2  |                                 |
| Workforce Development  | 66                            | 23   | 89                | 89   | 31                              |
| Library Services   | 47                            | 45   | 92                | 92   | 1                               |
| Emergency Services   | 234                           | 11   | 245               | 245  | 19                              |
| Asset Management and Resourcing  | 4                             |  | 4                 | 4  |                                 |
| Commercial Works   | 141                           |  | 141               | 141  | 42                              |
| Environmental Management   | 821                           | 69   | 890               | 890  | 2                               |
| Planning and Regulation  | 291                           | 196  | 487               | 487  | 91                              |
| Plant, Fleet and Equipment   | 90                            |  | 90                | 90   | 20                              |
| Building and Amenities   | 124                           | 516  | 640               | 640  | 12                              |
| Livestock Safeyards  | 692                           | (50)                                       | 642               | 642  | 32                              |
| Parks, Gardens and Open Space  | 102                           | 234  | 336               | 336  | 9                               |
| Swimming Complex   |                               |  |                   |  |                                 |
| Transport Network  | 17,489                        | 1,215                                      | 18,704            | 18,704                                     | (22)                            |
| Stormwater and Drainage  | 73                            |  | 73                | 73   | 73                              |
| Sewerage Services  | 2,638                         | (99)                                       | 2,539             | 2,539                                      | 2,271                           |
| Waste Management   | 2,603                         | 106  | 2,709             | 2,709                                      | 2,446                           |
| Water Supply   | 9,765                         |  | 9,765             | 9,765                                      | 1,247                           |
| <b>Total Income including Capital Grants &amp; Contributions</b>       | <b>45,425</b>                 | <b>1,925</b>                               | <b>47,350</b>     | <b>47,350</b>                              | <b>11,434</b>                   |
| <b>Expenses</b>  |                               |  |                   |  |                                 |
| Civic Office   | 279                           | 109  | 388               | 388  | 87                              |
| Organisation and Leadership  | 1,071                         | 3  | 1,074             | 1,074                                      | 248                             |
| Community Development  | 83                            | 39   | 122               | 122  | 5                               |
| Economic Growth and Tourism  | 398                           |  | 398               | 398  | 85                              |
| Theatre and Museum Complex   | 316                           |  | 316               | 316  | 88                              |
| Finance and Technology   | 88                            | 73   | 161               | 161  | 524                             |
| Corporate and Governance   | 686                           | (3)  | 693               | 693  | 131                             |
| Workforce Development  | 941                           | 23   | 964               | 964  | (51)                            |
| Library Services   | 476                           | (5)  | 471               | 471  | 81                              |
| Emergency Services   | 215                           | 82   | 297               | 297  | 232                             |
| Asset Management and Resourcing  | 771                           |  | 771               | 771  | 201                             |
| Commercial Works   | 100                           | 10   | 110               | 110  | 33                              |
| Environmental Management   | 1,102                         | 69   | 1,171             | 1,171                                      | 62                              |
| Planning and Regulation  | 529                           | 127  | 656               | 656  | 95                              |
| Plant, Fleet and Equipment   | (2,209)                       |  | (2,209)           | (2,209)                                    | 23                              |
| Building and Amenities   | 1,077                         | (34)                                       | 1,043             | 1,043                                      | 285                             |
| Livestock Safeyards  | 400                           | (178)                                      | 222               | 222  | 27                              |
| Parks, Gardens and Open Space  | 917                           | 85   | 1,002             | 1,002                                      | 315                             |
| Swimming Complex   | 207                           | (10)                                       | 197               | 197  | 18                              |
| Transport Network  | 7,800                         | 33   | 7,833             | 7,833                                      | 1,118                           |
| Stormwater and Drainage  | 104                           |  | 104               | 104  |                                 |
| Sewerage Services  | 1,808                         | 40   | 1,848             | 1,848                                      | 189                             |
| Waste Management   | 2,005                         | (128)                                      | 1,877             | 1,877                                      | 315                             |
| Water Supply   | 2,257                         | 128  | 2,385             | 2,385                                      | 575                             |
| <b>Total Expenses</b>  | <b>21,431</b>                 | <b>463</b>                                 | <b>21,894</b>     | <b>21,894</b>                              | <b>4,686</b>                    |
| <b>Total Surplus/ (Deficit)</b>  | <b>23,994</b>                 | <b>1,462</b>                               | <b>25,456</b>     | <b>25,456</b>                              | <b>6,748</b>                    |
| Capital Grants and Contributions                                       | 22,442                        | 2,105                                      | 24,547            | 24,547                                     | 780                             |
| <b>Net Operating Result excluding Capital Grants and Contributions</b> | <b>1,552</b>                  | <b>(643)</b>                               | <b>909</b>        | <b>909</b>                                 | <b>5,968</b>                    |
| <b>Operating Ratio (including Capital Income)</b>                      | <b>52.82%</b>                 |  | <b>53.76%</b>     | <b>53.76%</b>                              | <b>59.02%</b>                   |
| <b>Operating Ratio (excluding Capital Income)</b>                      | <b>6.75%</b>                  |  | <b>3.99%</b>      | <b>3.99%</b>                               | <b>56.02%</b>                   |

Notes:

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget  
 REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

| Recommended changes to original budget<br>Budget Variations - Explanations |                |   |
|--|----------------|---|
| Recommended Income Variations this Quarter                                 | (000's)        | Explanation:  |
| Community Development  | (4)            | Grants: Youth Week \$400; Seniors Festival \$1,350; Grandparents Day \$2,000  |
| Theatre and Museum Complex   | (42)           | School of Arts Air-conditioning \$42,000  |
| Finance and Technology   | 387            | To reflect correct Pensioner Abandonments amount. To match actuals: Rates \$10,349; Investments -\$85,000   |
| Workforce Development  | (23)           | To match actuals: Training reimbursement \$14,250; Employment subsidies \$9,081   |
| Library Services   | (45)           | State Public Library Funding Increase \$45,255  |
| Emergency Services   | (11)           | RFS funding less than expected -\$8,300; Reimbursement February 2019 fires \$19,294   |
| Environmental Management   | (69)           | Grant: Emergency Response to Black Knopweed \$69,000  |
| Planning and Regulation  | (196)          | Stronger Country Communities Funding: Urbenville \$29,463; Drake \$25,693; Jennings \$52,599; Lison \$44,925; Lagume \$15,020; Mingoola \$15,020; Torrington \$12,937   |
| Buildings & Amenities  | (516)          | SCCF: Urbenville & Lagume Toilet Blocks \$114,030; Lison Community Hall \$74,641; Memorial Hall \$328,989; Community Centre lease to match actuals -\$1,557   |
| Livestock Safeyards  | 50             | Removed: Truckwash income -\$49,500   |
| Parks, Gardens and Open Space  | (234)          | SCCF: Archery Shelter \$36,180; Urbenville & Drake playgrounds \$79,015; Tonierfield Town Centre Revitalisation \$62,332; Shirley Park Amenity Block \$66,314   |
| Transport Network  | (1,215)        | Grants: NDORRA Local Roads \$394,619; NDORRA Regional Roads \$338,406; Deepwater Bridge \$240,020; Kangaroo Creek Bridge \$243,480  |
| Sewerage Services  | 99             | To reflect correct Pensioner Abandonments amount;   |
| Waste Management   | (106)          | Grants: Boonoo Boonoo Landfill Environmental Improvements \$23,000; Torrington Transfer Station Construction \$82,762   |
| <b>Total Recommended Income Variations this Quarter</b>                    | <b>(1,925)</b> |   |
| Recommended Expenditure Variations this Quarter                            | (000's)        | Explanation:  |
| Civic Office   | 109            | To reflect correcty & adjusted Councilor Fees - Increase to \$121,601; Vehicle Damage \$2,500   |
| Organisation and Leadership  | 3              | Staff Recognition \$2,500   |
| Community Development  | 39             | C/F: Rural & Regional Youth \$1,500; Empowering Our Communities \$22,273; Clinton Speedy Quous Memorial \$10,000; New funding: Youth Week \$2,261; Seniors Festival \$700; Grandparents Day \$2,000                                       |
| Finance and Technology   | 73             | Furniture & Equipment: M & R \$50,000 (moved from Corporate); Match actuals: Valuation fees \$39,412; Insurance Public Risk -\$15,804; Insurance Other -\$231   |
| Corporate and Governance   | (3)            | C/F: Internal Audit Projects \$25,000; Internal Audit Meeting Expenses \$10,000; Internal Audit Projects \$20,000; Risk Management Module -\$8,000 moved to capital (Org Leadership); Internal Web expenses -\$50,000 (moved to Finance); |
| Workforce Development  | 23             | Employee Assistance Program \$18,797; Recruitment Senior Staff \$4,494  |
| Library Services   | (5)            | Photocopier Lease -\$2,796 moved to capital; Removed: Proportional Org Leadership -\$2,344  |
| Emergency Services   | 82             | Mingoola RFS Station \$90,000 moved to operating; RFS funding less than expected -\$8,300   |
| Commercial Works   | 10             | Registration Checks \$10,000 (offset by income)   |
| Environmental Management   | 69             | Grant: Emergency Response to Black Knopweed \$69,000  |
| Planning and Regulation  | 127            | C/F: Local Heritage Strategic Project \$80,207; Wages reallocation \$40,554; Food Inspection \$6,040  |
| Building and Amenities   | (34)           | C/F: Crown Lands Grant \$51,291; Public toilet operations moved to Parks - \$85,325   |
| Livestock Safeyards  | (178)          | Removed: Truckwash operations -\$85,075; Truckwash internet payments -\$32,925; Truckwash depreciation -\$60,000  |
| Parks, Gardens and Open Space  | 85             | Public toilet operations moved from Buildings \$85,325  |
| Swimming Complex   | (10)           | C/F: Defibrillator Grant \$2,341; Moved budget to capital for replacement pump & compressor -\$12,286   |
| Transport Network  | 33             | Gravel Pit Rehab -\$10,250 moved to capital; NEWLOG annual contribution \$26,927; Vehicle Damage \$4,896; Traffic Control Community Events (Polar Alien) \$9,475  |
| Sewerage Services  | 40             | Section 94 Review \$40,000  |
| Waste Management   | (128)          | Reduced: Torrington Rural Landfill -\$55,350; Internal Overheads - \$72,853   |
| Water Supply   | 128            | Internal Overheads \$72,853; Water Education \$45,000; Section 94 Review \$40,000   |
| <b>Total Recommended Expenditure Variations this Quarter</b>               | <b>463</b>     |   |

This document forms part of Tentierfield Shire Council's Quarterly Budget Review Statement for the quarter ended 30 September 2019 and should be read in conjunction with other documents in the QBR.

Capital Budget Review

|                                    | Original<br>Budget<br>2019/20 | RECOMMENDED<br>Changes<br>September<br>Review | REVISED<br>Budget | ACTUAL<br>YTD<br>September |
|------------------------------------|-------------------------------|---|-------------------|----------------------------|
|                                    |                               | \$'000  | \$'000            | \$'000                     |
| <b>Capital Funding</b>             |                               |   |                   |                            |
| Rates and other untied funding     | 8,139                         |   | 8,139             |                            |
| Capital Grants & Contributions     | 22,442                        | 2,105   | 24,547            | 780                        |
| Restrictions*                      |                               | 3,169   | 3,169             | 3,169                      |
| Other Capital Funding Sources e.g. |                               |   |                   |                            |
| - Loans                            | 4,180                         |   | 4,180             |                            |
| Income from sale of assets         | 2,349                         |   | 2,349             | 701                        |
| <b>Total Capital Funding</b>       | <b>37,110</b>                 | <b>5,274</b>                                  | <b>42,384</b>     | <b>4,650</b>               |
| <b>Capital Expenditure</b>         |                               |   |                   |                            |
| New Assets                         |                               |   |                   |                            |
| <b>CHIEF EXECUTIVE OFFICE</b>      |                               |   |                   |                            |
| - Civic Office                     |                               |   |                   |                            |
| - Organisational Leadership        | 20                            | 31  | 51                | 3                          |
| - Community Development            |                               |   |                   |                            |
| - Economic Growth and Tourism      |                               |   |                   |                            |
| - Theatre and Museum Complex       |                               |   |                   |                            |
| - Workforce Development            |                               | 10  | 10                | 4                          |
| - Library Services                 | 25                            |   | 25                |                            |
| - Emergency Services               | 90                            | (90)  |                   |                            |
| <b>CHIEF CORPORATE OFFICE</b>      |                               |   |                   |                            |
| - Finance and Technology           | 150                           | 208   | 358               | 34                         |
| - Corporate and Governance         | 53                            |   | 53                |                            |
| - Environmental Management         |                               |   |                   |                            |
| - Planning and Regulation          |                               | 567   | 567               | 27                         |
| - Building and Amenities           |                               |   |                   |                            |
| - Livestock Saleyards              | 1,241                         | 146   | 1,387             |                            |
| - Parks, Gardens and Open Spaces   | 90                            | 81  | 171               | 46                         |
| - Swimming Complex                 | 20                            |   | 20                |                            |
| <b>CHIEF OPERATING OFFICE</b>      |                               |   |                   |                            |
| - Emergency Services               |                               |   |                   |                            |
| - Asset Management and Resourcing  | 150                           | 15  | 165               | 1                          |
| - Commercial Work                  |                               |   |                   |                            |
| - Plant, Fleet and Equipment       |                               |   |                   |                            |
| - Transportation Network           |                               |   |                   |                            |
| <b>WASTE MANAGEMENT</b>            | 798                           | 230   | 1,028             | 43                         |
| <b>WATER NETWORK</b>               | 9,372                         | 405   | 9,777             | 361                        |
| <b>SEWERAGE NETWORK</b>            | 16                            | 4   | 20                |                            |
| <b>STORMWATER NETWORK</b>          |                               |   |                   |                            |
| Renewals (Replacement)             |                               |   |                   |                            |
| <b>CHIEF EXECUTIVE OFFICE</b>      |                               |   |                   |                            |
| - Civic Office                     |                               |   |                   |                            |
| - Organisational Leadership        |                               |   |                   |                            |
| - Community Development            |                               |   |                   |                            |
| - Economic Growth and Tourism      | 34                            | 15  | 49                | 1                          |
| - Theatre and Museum Complex       |                               | 326   | 326               | 66                         |
| - Workforce Development            |                               |   |                   |                            |
| - Library Services                 | 16                            | 54  | 70                | 1                          |
| - Emergency Services               |                               | 200   | 200               |                            |
| <b>CHIEF CORPORATE OFFICE</b>      |                               |   |                   |                            |
| - Finance and Technology           | 359                           |   | 359               | 34                         |
| - Corporate and Governance         |                               |   |                   |                            |
| - Environmental Management         |                               |   |                   |                            |
| - Planning and Regulation          |                               |   |                   |                            |
| - Building and Amenities           | 1,223                         | 1,134   | 2,357             | 55                         |
| - Livestock Saleyards              | 28                            | 5   | 33                | 2                          |
| - Parks, Gardens and Open Spaces   | 126                           | 343   | 469               | 129                        |
| - Swimming Complex                 | 121                           | 12  | 133               |                            |
| <b>CHIEF OPERATING OFFICE</b>      |                               |   |                   |                            |
| - Emergency Services               |                               |   |                   |                            |
| - Asset Management and Resourcing  |                               | 497   | 497               |                            |
| - Commercial Work                  |                               |   |                   |                            |
| - Plant, Fleet and Equipment       | 1,406                         | 841   | 2,247             | 757                        |
| - Transportation Network           | 19,581                        | 1,710   | 21,291            | 1,771                      |
| <b>WASTE MANAGEMENT</b>            | 195                           | 63  | 258               |                            |
| <b>WATER NETWORK</b>               | 296                           | 96  | 392               | 20                         |
| <b>SEWERAGE NETWORK</b>            | 618                           | 204   | 822               | 86                         |
| <b>STORMWATER NETWORK</b>          | 285                           |   | 285               |                            |
| Loan Repayments (principal)        | 798                           | (28)  | 770               | 97                         |
| <b>Total Capital Expenditure</b>   | <b>37,111</b>                 | <b>7,079</b>                                  | <b>44,190</b>     | <b>3,540</b>               |

\* Some restricted cash is finalised as part of the end of year Financial Statement Process.

**Recommended changes to revised budget:**

**Include:**

- an explanation for recommended changes and any impact on Council's original management / operational plan, delivery program or LTFP;
- any impacts of YTD expenditure on recommended changes to the budget

**NOTE:** Explanations are to be in plain English and in a style easily understood by readers of non-financial information. This narrative is important in understanding why budget changes are necessary.

| Proposed Expenditure Variations               | (000's)      |   |
|---|--------------|---|
| <b>New Assets</b>                             |              |   |
| - Organisational Leadership                   | 31           | C/F: Strategic Projects \$6,142; Risk Management Software \$17,200 plus \$8,000 moved from operating (Corporate & Governance)   |
| - Workforce Development                       | 10           | C/F: Workforce Planning & Evaluation Software \$10,000  |
| - Emergency Services                          | (90)         | Mingoola RFS Station -\$90,000 moved to operating   |
| - Finance and Technology                      | 208          | C/F: Depot IT Infrastructure Upgrade \$200,000; Intranet \$8,123  |
| - Planning and Regulation                     | 567          | SCCF: Mingoola \$47,104; Torrington \$39,160; Urbenville \$92,400; Drake \$61,958; Jennings \$141,486; Liston \$140,889; Legume \$14,031  |
| - Livestock Saleyards                         | 146          | C/F: Saleyards Truck Wash Design \$140,657; Installation of Fibre Cables \$5,000  |
| - Parks, Gardens and Open Spaces              | 81           | C/F: Cemetery Stage 1 Earthworks \$28,710; SCCF: Archery Shelter \$52,225;  |
| - Asset Management and Resourcing             | 15           | C/F: Contribution to Washbay \$14,900   |
| - Waste Management                            | 230          | C/F: Wheelie Bins \$1,113; Industrial Bins \$10,000; Boonoo Boonoo Groundwater Bore \$1,500; BB New Cell Construction \$123,228; BB Develop Bonnow Area \$10,000; BB Toilet Facilities \$17,000; Tip Shops \$7,000; Removed: WTS Bailer Bay Structure (completed in 18/19) -\$60,000; New: Torrington Transfer Station Construction \$119,672   |
| - Water Network                               | 405          | C/F: Urbenville WTP \$5,000; Drought Augmentation New Bore \$400,000.   |
| - Sewerage Network                            | 4            | C/F: Urbenville Geotube for sludge \$12,251; Error in original budget: STP Jennings -\$8,000  |
| <b>Total New Asset Budget Adjustments</b>     | <b>1,607</b> |   |
| <b>Renewal Assets</b>                         |              |   |
| - Economic Growth and Tourism                 | 15           | Photocopier Lease \$4,710; Tourism Signage Northern Region \$10,000   |
| - Theatre and Museum Complex                  | 326          | C/F: SOA Exterior \$178,912; Repaint Interior \$34,400; Repair Cinema Wall \$7,503; New: Air-conditioning/insulation Grant \$80,075. Extra funds needed to complete SOA \$25,000  |
| - Library Services                            | 54           | C/F: Repaint Interior \$34,400; Priority Grant 17/18 \$2,805; Priority Grant 18/19 \$7,000; State Public Library funding increase \$7,329; Photocopier Lease changed to capital \$2,796   |
| - Emergency Services                          | 200          | Emergency Management Centre \$200,000 moved from Admin building refurb  |
| - Building and Amenities                      | 1,134        | C/F: Housing repaint \$24,731; Council houses \$1,612; SCCF: Urbenville & Legume Toilet Blocks \$170,144; Liston Community Hall \$111,405; Memorial Hall \$998,908; Admin refurb -\$200,000 moved to Emergency Centre; Extra funds needed to complete: Legume Hall reclad \$14,500; Liston Hall \$15,000  |
| - Livestock Saleyards                         | 5            | C/F: Renewal Timber Rails \$5,274   |
| - Parks, Gardens and Open Spaces              | 343          | C/F: Shirley Park Amenities Building \$111,000; SCCF: Urbenville & Drake playgrounds \$104,500; Tenterfield Town Centre Revitalisation \$62,337; Shirley Park Amenity Block \$65,314  |
| - Swimming Complex                            | 12           | Moved budget from operating: Replace Compressor \$5,766; Replace Pump \$6,500   |
| - Asset Management and Resourcing             | 497          | Moved from Transport: Tenterfield Depot \$397,250; Urbenville Depot \$100,000   |
| - Plant, Fleet and Equipment                  | 841          | C/F: Plant Purchases \$498,649; From Reserves: Plant Purchases \$320,303; Minor plant purchases \$24,000  |
| - Transportation Network                      | 1,710        | Gravel Pit Rehabilitation \$10,250 changed to capital; C/F: Drought Timber Bridges \$134,922; Stormwater Works Investigate Rouse St \$50,000; NDRRA Local Roads \$394,619; NDRRA Regional Roads \$336,408; Footpaths \$11,479; Complete Main Street Loan \$92,088; From reserves: Brunner Way \$694,000; New: Deepwater Bridge \$240,020; Kangaroo Creek Bridge \$243,480; Moved to Assets: Tenterfield Depot -\$397,250; Urbenville Depot -\$100,000 |
| - Waste Management                            | 63           | C/F: Boonoo Boonoo Capping Cell 5 \$31,659; New: Boonoo Boonoo Environmental Improvements \$31,700  |
| - Water Network                               | 96           | C/F: Valve Renewal \$7,998; Scada Renewal \$23,237; Jennings Mains Replacement \$12,057; New: Urbenville Intake Pump Station \$25,000; Urbenville Intake Pipe Replacement \$28,000  |
| - Sewerage Network                            | 204          | C/F: Mains Augmentation \$50,398; Man Hole Alterations \$71,975; Scada Upgrade \$57,736; Dehydrator Replacement \$40,792; Removal Sludge Tertiary Ponds \$4,695; Removed: STP Entrance Road -\$8,000; Jennings Surface Aerator -\$14,000  |
| - Loan Repayments                             | (28)         | Removed: Saleyards -\$27,757  |
| <b>Total Renewal Asset Budget Adjustments</b> | <b>5,472</b> |   |
| <b>Total Proposed Expenditure Variations</b>  | <b>7,079</b> |   |

This document forms part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 30 September 2019 and should be read in conjunction with other documents in the QBR.



| Budget Statement for the year ended - 30 September 2019 |  |   |                    |  |                               |
|---|--|---|--------------------|--|-------------------------------|
| Cash and Investment Review                              |  |   |                    |  |                               |
|   | Opening Balance<br>30/06/2019<br>from Audited Financial Statements | RECOMMENDED<br>changes (September)<br>for Council<br>Resolution | REVISED<br>Balance | PROJECTED<br>year end<br>Result<br>2019/20 | Closing Balance<br>30/09/2019 |
|   | \$'000   | \$'000  | \$'000             | \$'000                                     | \$'000                        |
| <b>Externally restricted</b>                            |  |   |                    |  |                               |
| NWPS Advance (included in liabilities)                  | 181  | 181   |                    |  | -                             |
| Unspent LRS Loan Funds (included in liabilities)        | 92   | 92  |                    |  | 46                            |
| Developer Contributions General                         | 89   | 89  |                    |  | 89                            |
| Specific Purpose Unexpended Grants                      | 2,833  | 2,833   |                    |  | 2,833                         |
| Water Supplies  | 2,191  | 400   | 1,791              | 1,791                                      | 1,791                         |
| Sewerage Services                                       | 2,788  | -   | 2,788              | 2,788                                      | 2,788                         |
| Domestic Waste Management                               | 501  | -   | 501                | 501  | 501                           |
| Stormwater Management                                   | 549  | -   | 549                | 549  | 549                           |
| Buxner Way Roadwidening (RMS)                           | 694  | 694   |                    |  | -                             |
| <b>Total Externally restricted</b>                      | <b>9,918</b>   | <b>1,367</b>  | <b>8,551</b>       | <b>8,551</b>                               | <b>8,597</b>                  |
| <b>Internally restricted</b>                            |  |   |                    |  |                               |
| Plant & Vehicle Replacement                             | 2,946  | 841   | 2,105              | 2,105                                      | 2,105                         |
| Employees Leave Entitlements                            | 594  | -   | 594                | 594  | 594                           |
| Capital Commitments                                     | 861  | 861   |                    |  | -                             |
| Grant funding for general purposes                      | 200  | 200   | 200                | 200  | 200                           |
| Gravel Quarry Rehabilitation                            | 233  | 233   | 233                | 233  | 233                           |
| International Town Partnerships                         | 10   | 10  | 10                 | 10   | 10                            |
| Roads & Bridges   | 550  | 550   | 550                | 550  | 550                           |
| Special Projects  | 1,606  | 100   | 1,506              | 1,506                                      | 1,506                         |
| Operating Commitments                                   | 221  | 221   | 882                | 882  | -                             |
| Carry forward Projects from 2018/19                     | 882  | -   | 882                | 882  | 882                           |
| Historical Reserves                                     | 67   | 67  | 67                 | 67   | 67                            |
| <b>Total Internally restricted</b>                      | <b>8,170</b>   | <b>2,023</b>  | <b>6,147</b>       | <b>6,147</b>                               | <b>6,147</b>                  |
| <b>Total Restricted</b>                                 | <b>18,088</b>  | <b>3,390</b>  | <b>14,698</b>      | <b>14,698</b>                              | <b>14,744</b>                 |
| <b>Available Cash (Unrestricted Funds)</b>              | <b>181</b>   |   | <b>181</b>         | <b>181</b>                                 | <b>4,343</b>                  |
| <b>Total Cash and Investments</b>                       | <b>18,269</b>  | <b>3,390</b>  | <b>14,879</b>      | <b>14,879</b>                              | <b>19,087</b>                 |

Notes:

The available cash position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by council for general operations. Internal restrictions are funds that council has determined will be used for a specific future purpose. Internal and external restrictions are not deemed fully until after year end.

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget  
REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

NOTE: Explanations are to be in plain English and in a style easily understood by readers of non-financial information. This narrative is important in understanding why budget changes are necessary.

#### Comment on Cash and Investments Position

Some restricted cash is finalised as part of the end of year Financial Statement Process.  
 Council's Cash and Investments are performing within anticipated parameters.

#### Recommended Changes to Revised Budget

Includes an explanation for recommended changes and any impact on Council's original management plan/operational plan/delivery program or LTFF- any impacts of YTD expenditure on recommended changes to the budget.  
 All changes required are in respect of the variations detailed in both the Capital budget and the Income and Expenditure Review.

#### Certification regarding Investments and Bank Reconciliations

##### Investments

It is hereby certified that all investments listed below have made in accordance with the requirements of the Local Government Act 1993, (Section 625), the companion Regulations and Council's Investment Policy.

##### Cash

Bank reconciliations occur on a daily basis with a full reconciliation performed on a monthly basis. The full reconciliation for the September quarter occurred on 1 October 2019.

#### Cash Book Reconciliation

\$

Operating Cash balance as at 30 September 2019

4,415,759.70

Trust Account Cash balance as at 30 September 2019

313,266.50

Total Cash (Not invested) as at 30 September 2019

4,729,026.20

##### Reconciliation

The YTD total Cash and Investments has been reconciled with funds invested and cash at bank:

| Financial Institution             |                      | Interest  |
|-----------------------------------|----------------------|-----------|
| National Australia Bank           | 5,000,000.00         | AA- 1.30% |
| Commonwealth Bank                 | 1,000,000.00         | AA- 1.56% |
| Commonwealth Bank                 | 500,000.00           | AA- 1.54% |
| Commonwealth Bank (At Call)       | 2,858,314.34         | AA- 1.00% |
| Bankwest                          | 5,000,000.00         | AA- 1.45% |
| <b>TOTAL INVESTMENTS</b>          | <b>14,358,314.34</b> |           |
| <b>TOTAL CASH ON HAND</b>         | <b>4,729,026.20</b>  |           |
| <b>TOTAL CASH AND INVESTMENTS</b> | <b>19,087,340.54</b> |           |

This document forms part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 30 September 2019 and should be read in conjunction with other documents in the QBR.

## Tenterfield Shire Council

Budget review for the quarter ended - 30 September 2019

### Consultancy and Legal Fees

| Expense       | Expenditure YTD<br>\$'000 | Budgeted<br>(Y/N) |
|---------------|---------------------------|-------------------|
| Consultancies | 89                        | Y                 |
| Legal Fees    | 18                        | Y                 |

#### Definition of consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

#### NOTES:

\* Both Legal Fees and Consultancy fees are in line with expectations. A large proportion of the legal fees are recoverable.

| Tenterfield Shire Council                               |                                    |                |                   |                      |                |
|---|------------------------------------|----------------|-------------------|----------------------|----------------|
| Budget review for the quarter ended - 30 September 2019 |                                    |                |                   |                      |                |
| Contracts   |                                    |                |                   |                      |                |
| Contractor  | Contract detail & purpose          | Contract value | Commencement date | Duration of contract | Budgeted (Y/N) |
| Bruce Einam   | Liston Hall & Games Room Extension | \$ 110,662     | 22.08.2019        | Ongoing              | Y              |
| Incorporate   | Office Furniture                   | \$ 41,420      | 03.10.2019        | Ongoing              | Y              |
| Geo9 Pty Ltd  | Drought Augmentation Bore Project  | TBD            |                   | Ongoing              | Y              |

Notes:

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed (excluding contractors that are on Council's preferred supplier list).
3. Contracts for employment are not required to be included.
4. Where a contract for services etc was not included in the budget, an explanation is to be given (or reference made to an explanation in another Budget Review Statement).

This document is a part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 30 September 2019 and should be read in conjunction with other documents in the QBR.



|                      |  |
|----------------------|--|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                 |
| <b>Submitted by:</b> | Manager Finance & Technology                                 |
| <b>Reference:</b>    | <b>ITEM GOV76/19</b>   |
| <b>Subject:</b>      | <b>FINANCE &amp; ACCOUNTS - PERIOD ENDED 31 OCTOBER 2019</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |  |
|-----------------------------|--|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.   |
| <b>CSP Delivery Program</b> | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.  |

#### **SUMMARY**

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

#### **OFFICER'S RECOMMENDATION:**

**That Council receive and note the Finance and Accounts Report for the period ended 31 October 2019.**

#### **BACKGROUND**

In accordance with Clause 212 of the Local Government (General) Regulation 2005 the Responsible Accounting Officer must provide a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

#### **REPORT:**

A reconciliation of cash books of all funds has been carried out with the appropriate bank statements. A certified schedule of all Council's investments showing the various amounts invested is shown as an attachment to this report.

##### **(a) Reconciliation of Accounts**

A reconciliation of the cash books of all funds have been carried out with the appropriate bank statements as at 31 October 2019.

Cash Book Balances on this date were as follows: -

|                        |                |        |
|------------------------|----------------|--------|
| General (Consolidated) | \$4,363,121.39 | Credit |
| General Trust          | \$ 313,266.50  | Credit |

Our Governance No. 76 Cont...

(b) Summary of Investments

The attachment to this report is a certified schedule of all Council's investments as at 31 October showing the various invested amounts and applicable interest rates.

**Concealed Water Leakage Concession Policy Update**

For the month of October 2019 no concessions were granted under Council's Concealed Water Leakage Concession Policy.

**COUNCIL IMPLICATIONS:**

**1. Community Engagement / Communication (per engagement strategy)**

Nil.

**2. Policy and Regulation**

- Investment Policy (Policy Statement 1.091)
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Ministerial Investment Order
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

**3. Financial (Annual Budget & LTFP)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |   |
|-------------------------------|---|
| Prepared by staff member:     | Paul Della; Jessica Wild                          |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer              |
| Department:                   | Office of the Chief Corporate Officer             |
| Attachments:                  | <b>1</b> Investments Report as at 31 October 2019 |

1  
Page

**TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 OCTOBER 2019**

| Financial Institution                    | Issuer Rating | Investment Term | Maturity Date | Interest Rate | Amount                     | Percentage Exposure  |
|--|---------------|-----------------|---------------|---------------|----------------------------|----------------------|
| NAB                                      | AA-           | 60 Days         | 29/Nov/19     | 1.30%         | 5,000,000.00               | 34.82%               |
| <b><u>TOTAL NAB INVESTMENTS</u></b>      |               |                 |               |               | <b><u>5,000,000.00</u></b> | <b><u>34.82%</u></b> |
| Commonwealth Bank                        | AA-           | At Call         |               | 1.00%         | 2,860,741.95               | 19.92%               |
| Commonwealth Bank                        | AA-           | 3 Months        | 27/Dec/19     | 1.56%         | 1,000,000.00               | 6.96%                |
| Commonwealth Bank                        | AA-           | 2 Months        | 29/Nov/19     | 1.54%         | 500,000.00                 | 3.48%                |
| <b><u>TOTAL CBA INVESTMENTS</u></b>      |               |                 |               |               | <b><u>4,360,741.95</u></b> | <b><u>30.37%</u></b> |
| Bankwest                                 | AA-           | 2 Months        | 29/Nov/19     | 1.45%         | 5,000,000.00               | 34.82%               |
| <b><u>TOTAL BANKWEST INVESTMENTS</u></b> |               |                 |               |               | <b><u>5,000,000.00</u></b> | <b><u>34.82%</u></b> |
| <b>INVESTMENTS TOTAL</b>                 |               |                 |               |               | <b>14,360,741.95</b>       | <b>100.00%</b>       |

**Summary**

I hereby certify that the investments as shown herein, have been invested in accordance with Section 625 of the Local Government Act 1993, and associated Regulations, and in accordance with Council policy and procedures.

\_\_\_\_\_  
Responsible Accounting Officer

By:

\_\_\_\_\_  
P. Della

|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>            |
| <b>Submitted by:</b> | Manager Finance & Technology                            |
| <b>Reference:</b>    | <b>ITEM GOV77/19</b>                                    |
| <b>Subject:</b>      | <b>CAPITAL EXPENDITURE REPORT AS AT 31 OCTOBER 2019</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |  |
|-----------------------------|--|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.   |
| <b>CSP Delivery Program</b> | Collaborate and deliver resources with other organisations to ensure a variety of cost effective services across the service area.                                 |

#### **SUMMARY**

The purpose of this report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This report outlines Council's financial progress against each project.

#### **OFFICER'S RECOMMENDATION:**

**That Council receive and note the Capital Expenditure Report for the period ended 31 October 2019.**

#### **BACKGROUND**

The Capital Expenditure report indicates to Council the financial progress of each project against the forecast expenditure for that project. The information has also been set out to show which Council service the expenditure relates to.

#### **REPORT:**

There are no significant variances at this stage of the Financial Year. Staff have been reminded to proceed with their capital projects as early as possible in the year, so that the funds can be spent within the financial year as per the operational plan and budget. This will avoid excessive carry forward projects across financial years.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Nil.

##### **2. Policy and Regulation**

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

##### **3. Financial (Annual Budget & LTFP)**

It should be noted that the information presented in this report is not final as accruing of invoices back to 2018-19 is ongoing.

Our Governance No. 77 Cont...

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member:

Paul Della; Jessica Wild

Approved/Reviewed by Manager:

Kylie Smith, Chief Corporate Officer

Department:

Office of the Chief Corporate Officer

Attachments:

**1** Attachment 4 (Attachment Booklet 4) - Capital Expenditure as at 31 October 2019 **5** Pages

|                      |   |
|----------------------|---|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                    |
| <b>Submitted by:</b> | Councillor Bronwyn Petrie   |
| <b>Reference:</b>    | <b>ITEM NM7/19</b>  |
| <b>Subject:</b>      | <b>NOTICE OF MOTION - REVIEW OF COUNCIL'S BUY LOCAL POLICY NO.1.020</b> |

| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |   |
|---|---|
| <b>CSP Goal:</b>  | <b>Economy</b> - ECON 8 - Our existing businesses and industry are supported to reach their full potential and provide quality goods and services both locally and to a wider market. |
| <b>CSP Strategy:</b>  | Support businesses and industry to upskill and maximise utilisation of new technologies through telecommunications networks.  |
| <b>CSP Delivery Program</b>                                   | Support business and industry to identify and implement emerging trends in technology to facilitate growth.   |

## SUMMARY

The purpose of this report is to request a review of Council's current Buy Local Policy No. 1.020.

## RECOMMENDATION:

**That Council review the existing Buy Local Policy with a view to increasing the current local price advantage from 5% in order to support local businesses, local employment and our local community, with a report to be presented to Council at the December Ordinary Council Meeting.**

## BACKGROUND

Other Councils offer a greater advantage to local businesses as part of the procurement process assessment for provision of goods and services eg Glen Innes 10%, Ballina a *minimum* of 15%.

When applying assessment criteria in order to evaluate the quotation of tenders for goods and services to Council, recognition of the impact of the procurement decision on the local economy and the social consequences should be considered especially with regard to the creation and maintenance of jobs. Not only do local businesses provide local employment, they and their staff pay rates, support local community projects, events, clubs and charities, as well as supporting other local businesses and staff and so the cycle continues. The benefits of procuring locally often outweighs any additional costs incurred.

**Bronwyn Petrie**  
**Councillor**

Approved/Reviewed by Manager: Terry Dodds, Chief Executive  
 Department: Office of the Chief Executive  
 Attachments: 1 Buy Local Policy No. 1.020 1 Page

**TENTERFIELD SHIRE COUNCIL**

**POLICY STATEMENT**

**HEADING:**

**MEETING ADOPTED  
AND RESOLUTION NO.:**

**HISTORY OF DOCUMENT  
PREVIOUSLY ADOPTED:**

**Buy Local Policy**

**23 August 2017  
168/17**

**23 October 2013**

**383/13**

**Policy:**

For Tenterfield Shire Council quotations and tenders for the supply of goods, materials and/or services, a price advantage **may** be given to local suppliers. In the process of determining the successful supplier, a maximum amount of 5% will be nominally deducted from the local supplier price for the purpose of *price comparison only*.

Where the "Buy Local" preference is used in the evaluation of quotations or tenders and where a specification is provided, the specifications for the calling of quotations for services, goods or materials will:

- indicate that Council has a preferential "Buy Local" Policy for local suppliers;
- advise the percentage discount to be applied (5% maximum).

For other smaller purchases (<\$10,000), Council can, at its discretion, apply a buy local procurement discount for Local Suppliers. Where this is applied, it must be documented in the procurement assessment.

A "Local Supplier" will be defined as:

- a. An organisation that operates from permanently staffed premises within the boundaries of Tenterfield Shire's LGA and has operated from those premises for a minimum period of six (6) months before submitting the quotation or tender; or
- b. An organisation that is more than 49.9% owned by an individual (or individuals) that live/s within the boundaries of Tenterfield Shire's LGA and has done so for a minimum period of six (6) months before the organisation submits the quotation or tender. It is assumed that the individual/s reside/s at their address on the electoral role.

**Policy Statement No. 1.020**  
**Date of Effect:** 23 August 2017  
**Name of Policy:** Buy Local Policy

**Review Date:**  
August 2020

**Responsible Officer:**  
Chief Operating Officer

|                      |  |
|----------------------|--|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                     |
| <b>Submitted by:</b> | Councillor Tom Peters                                    |
| <b>Reference:</b>    | <b>ITEM NM8/19</b>                                       |
| <b>Subject:</b>      | <b>NOTICE OF MOTION - REDUCTION OF FOREST FUEL LOADS</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |   |
|-----------------------------|---|
| <b>CSP Goal:</b>            | <b>Environment</b> - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.            |
| <b>CSP Strategy:</b>        | Land use planning provisions support and promote sustainable land use and management in the Shire.                                |
| <b>CSP Delivery Program</b> | Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings. |

#### **SUMMARY**

The purpose of this report is to submit a Notice of Motion aimed at the reduction of forest fuel loads.

#### **RECOMMENDATION:**

**That Council request the NSW Government to investigate the reintroduction of Grazing Permits in National Parks and Forestry Wilderness areas in order to reduce the fuel load (undergrowth).**

#### **BACKGROUND**

The reintroduction of Grazing Permits will assist in reducing the combustible fuel load in the event of major bush fires thereby:

- (1) Protecting human life and infrastructure; and
- (2) Protecting native flora and fauna.

**Tom Peters**  
**Councillor**

Approved/Reviewed by Manager: Terry Dodds, Chief Executive  
 Department: Office of the Chief Executive  
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INSIGHT 53

# Green ideas help fuel fire disaster

Many inquiries found reducing hazards is the best way to prevent fires, writes **Miranda Devine**

**E**VEN a hippy in Nimbin knows that greens are to blame for the power and intensity of the latest bout of tragic bushfires hitting Queensland and New South Wales. "The Greens have to cop it on the head - they have been obsessed with no fires and no burning," Michael Balderstone said as bushfires engulfed the New South Wales north coast.

Wiser words have never been spoken in that Northern Rivers town. Yet Greens leader Richard Di Natale and Melbourne MP Adam Bandt still insist that the culprit is climate change.

They oppose any sensible land management that is proved to reduce the severity of summer bushfires. And when the inevitable happens, they blame climate change.

Their aim is to scare people into buying their climate "emergency" hyperbole so that government is under pressure to enact suicidal policies that drive electricity prices through the roof.

But it is not climate change that turns fires into unstoppable lethal infernos. It is green ideology that blocks removal of fuel loads in national parks and prevents landholders from clearing fire hazards around their homes.

Every bushfire inquiry since the 1939 Stretton Royal Commission has urged the use of systematic controlled burning, or "prescribed burning", to burn off flammable ground cover in cooler months, so it does not fuel summer bushfires.

The forecasts are for "extreme" weather and strong winds, but that should not guarantee an inferno.

As pre-eminent bushfire researcher Phil Cheney says, a regimen of prescribed burning will reduce the intensity of any fire no matter what the weather. It slows it



down and reduces the spread, giving firefighters a chance to control it. But leaving fuel loads to build up is a recipe for an unstoppable blaze that will incinerate every living thing. Greensies also have infiltrated local councils where they enact laws to stop private landholders from clearing fire hazards.

Who could forget Victorian Liam Sheahan, whose hilltop house at Reedy Creek was the only one still standing in a 2km radius after the 2009 fires. Five years earlier, he had been fined \$50,000 by Mitchell Shire Council for removing trees around his house to protect it from fire. Yet his prudent pruning saved his house. Remember when Transgrid was fined \$500,000 in 2001 by the NSW government for

"environmental vandalism" after it bulldozed a 60m-wide firebreak under its high-voltage lines in the Snowy Mountains? Two years later, that firebreak was the only thing that saved workers and kangaroos when a disastrous blaze swept through the mountains.

All this government intervention, combined with record spending in recent years on state-of-the-art firefighting equipment, has reduced people who live in rural and peri-urban areas to a state of learned helplessness. They no longer take responsibility for the protection of their property and their own safety because they are loath to change the environment they live in.

Now Di Natale and Bandt are despicably capitalising on the

suffering of bushfire victims to score political points while GetUp! has gone so far as to fundraise on the back of people's pain.

They never explain how destroying the coal industry or forcing us into electric cars will prevent bushfires, but logic is not a greenie strong suit.

The fact is that the Greens are Marxist ideologues who whip up irrational fear of climate change in order to achieve their real aim, which is to radically transform the economy into their preferred utopian model, despite ample historic evidence of the misery that will ensue.

For them cataclysmic bushfires are good for business.

And, of course, their business is pumping up fear of climate change.

## Aboriginal history shows us hazard reduction works



**WARREN MUNDINE**

Indigenous fire management returned to the Kimberley with native title. Aboriginal people there used fire to manage land for thousands of years. They know it's required.

In the period after colonisation when they couldn't, the region saw large, uncontrolled bushfires, destroying natural habitats and pastoral assets. Yet Kimberley traditional owners today face political and local opposition to burning.

This is crazy. We should recognise and respect Aboriginal knowledge of how best to manage country and work together for better environmental outcomes.

In recent times the CSIRO has worked with Aboriginal groups to

Fire and land management were central to Aboriginal people's survival. Our ancestors learned over thousands of years this continent's bush needs to be managed through regular controlled burning. It saddens me to read the accounts from residents and volunteer fire fighters about the lack of hazard reduction and five to 10 years' worth of forest fuel loads.

What sits behind this is the flawed view advocated by Green groups that hazard reduction through burning is bad, even traditional Aboriginal burning.

identify Aboriginal seasonal calendars and ecological knowledge.

This research can help prevent and manage hot and destructive fires in a changing climate and deal with drought.

I'm an optimist. We can never stop or control the weather, the elements or the climate. But with Aboriginal traditional knowledge of this continent and modern science and technology working together we can manage it better with less destruction and loss of life.

By listening and respecting each other's knowledge we can not only survive on this continent but thrive.

Nyungai Warren Mundine AO is author of *Warren Mundine - in Black and White*. @nyungai

## Real need for better decisions

Rockhampton volunteer fireman **Billy Geddes** says he is tired of the lack of backburning permitted by officials

**W**ELL today was spent in the same spot we were yesterday, but with the time of day definitely not in our favour.

All the breaks were put in, communication with landowners were done before we went home yesterday. We turn up today and start putting extra breaks in and then notice the backburn wasn't done. We chatted to the landowner and he informed us that he was told he would be charged with arson if backburning was done last night.

There was even a visit at 9pm to check that it wasn't lit.

Well today, I saw a house nearly completely lost for no reason.

I saw dogs nearly burnt to a crisp for no reason.

I saw human life nearly lost for absolutely no damn reason and a huge risk of a much bigger area destroyed, due to a blanket rule that didn't apply to this case.

We saved the house, but last minute and due to the 30ft-high whirlybird of fire in their back yard, there were sheets of iron flying, one took out the top of the grader I was on and it was lucky no one on the ground got hit.

I even had to nudge a car out of the way with the corner tip of the blade to wipe the fire out from under it. I saw locals doing what had to be done due to decisions made by people who would hardly leave an air-con room.

The stupidest thing is this all could have been avoided.

There wasn't one firefighter I talked today who wasn't in agreement that this should have been backburnt, but decisions made from above are defined and not negotiable.

These "demands" are sent down the line and it's no wonder that these fires are such a disaster.

Having said this, I see houses in semi-rural areas that just deserve to be burnt.

If you own land, it's your damn responsibility to do your bit to protect your asset and yourself.

Also if you live on a semi-rural block and you don't know who your neighbours are it should be taken off you.

It's not the responsibility of rural and general firefighters to save your bacon because your unable to act like a decent neighbour.

Sorry for the rant, but I'm sick of seeing the same people sort these problems out whilst the system works against them.

I have put in a formal complaint if anyone is interested.

I'm so damn tired of seeing reactive approaches to fire when six years or so ago we didn't ever see destroyed property, environment and animals like this.

The madness needs to stop.

This is an edited version of a widely shared Facebook post by Billy Geddes.



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| <b>Department:</b>   | <b>Office of the Chief Executive</b>               |
| <b>Submitted by:</b> | Executive Assistant & Media                        |
| <b>Reference:</b>    | <b>ITEM RES10/19</b>                               |
| <b>Subject:</b>      | <b>COUNCIL RESOLUTION REGISTER - NOVEMBER 2019</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

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| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.                |
| <b>CSP Delivery Program</b> | Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.        |

#### **SUMMARY**

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all resolutions of Council previously adopted and yet to be finalised.

#### **OFFICER'S RECOMMENDATION:**

**That Council notes the status of the Council Resolution Register to November 2019.**

**Terry Dodds**  
**Chief Executive**

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