

ORDINARY COUNCIL MEETING
WEDNESDAY, 27 NOVEMBER 2019

ATTACHMENT BOOKLET 3

Attachment No. 4 Resolution Register – December 2019

RESOLUTION REGISTER – COUNCIL MEETINGS – DECEMBER 2019

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Action Date	Comments	Status	File No.
28/09/16	245/16 ECO2/16	<p>Snake Creek Road – Road Reserve</p> <p>Resolved that Council:</p> <p>(1) Negotiate with the affected landowner to transfer the land required to formalise the road reserve of Snake Creek Road to Council at fee simple (\$1); and</p> <p>(2) Investigate the costs involved with undertaking the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve encompassing the existing formed section of road known as Snake Creek Road, south east of the Bruxner Highway traversing Lot 177 DP 751541 for a distance of approximately 400m to the property boundary of Lot 4 DP 751541; and</p> <p>(3) Consider the allocation of funds in the 2017/18 annual budget to finalise the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve at Snake Creek Road.</p>	(Engineering Officer)	Affected landowners to be advised	NR	<p>29/09/16</p> <p>20/04</p> <p>01/05 & 03/05</p> <p>28/08/17</p> <p>16/10/2017</p> <p>19/02</p>	<p>Respondent advised of the Council decision.</p> <p>Negotiations with affected property owners has commenced.</p> <p>Costs to be obtained to allow for the survey and legal costs to be considered for inclusion in 17/18 budget.</p> <p>Quotations for surveying works to be forwarded next week.</p> <p>Correspondence sent to adjoining land owners including Crown Lands requesting feedback.</p> <p>Met on-site with property owner to discuss proposed road width, further report to council once advice received from Crown Lands as TSR land.</p> <p>Phone discussion held with LLS. Council awaiting formal response prior to proceeding.</p> <p>Discussions held with Crown Lands regarding application process for</p>	B	

						<p>20/03 road opening over TSR land.</p> <p>09/04/2018 Ongoing as per previous comment</p> <p>14/04/2018 Further discussion held with LLS, letter now to be sent requesting TSR not to be included in road opening process. LLS to respond.</p> <p>15.6.18 Quotations received - Surveyor to be engaged. Compulsory acquisition required for TSR process has been confirmed to deal with Native Title. Phone discussion held 9 May with property owners with written agreement to follow.</p> <p>Instructed Solicitors to draft agreements for affected property owners 25.05.2018.</p> <p>16.07 Consent to Acquire Crown Land Application emailed to Crown Lands 31.05.18 Advised due to review of process for issuing consent & current high volume means longer response time.</p> <p>13/08/2018 Currently reviewing draft agreements received from Solicitor.</p> <p>13/9/18 (COO comment) No response received from Crown Lands yet due to back log of licences.</p> <p>17/09/ Correspondence received by Local Land Services ok to proceed</p>		
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						15/10/2018	with Surveying of TSR. Still no response from Crown Lands.		
						15/11/2018	No change to above		
							No change to above, Will follow up with Crown Lands		
						10/12/2018	No change to status.		
							Followed up with Crown Lands - awaiting response		
						21/02/19	Deed of Agreements forwarded to property owners to sign		
						18/03/19	Received one signed Deed of Agreement back, contacted LALC to undertake site survey of Crown Land. No response received from Crown Lands to date.		
						12/04/19	Received the other signed Deed of Agreement, awaiting on LALC to confirm site survey requirements.		
						10/5/19	Followed up & requested LALC to confirm site survey requirements.		
						14/6/19	Followed up & requested LALC to confirm site survey requirements.		
						15/07/19	Awaiting cost from LALC for site survey requirements.		
						19/8/19	Site Survey undertaken by LALC		
						17/09	Amended quotation sought from Surveyor for acquisition of TSR		
						21/10/19			

							portion of road reserve required. Surveyor engaged. No change to above Awaiting survey plan		
28/6/17	94/17 ECO11/17	Lease of Council Controlled Land – Road Reserve Resolved that Council: (1) Approve the lease of the land as identified in the report to the property owner of Lot 1 Sec 79 DP 758959 for a minimum period of ten (10) years with an option to extend for a further ten (10) years as negotiated with Council with all legal costs and survey to be borne by the property owner; and (2) Approve the signing of the Lease Agreement by the Chief Executive and Mayor under the Seal of Council once the Lease Agreement is determined by Council.	(Engineering Officer)			12/07/17 13/12 20/03 14/05/2018 15/06/2018 16.07.18 15/11/2018 19/3/19 12/04/19 10/5/19 21/10/19	Advised Applicant by way of phone call 12.07.2017. Awaiting further details from Applicant to be provided to Council prior to proceeding. Still awaiting details from Applicant prior to Council proceeding Ongoing as per previous comment Met with Client Representative and discussed draft lease agreement. Ongoing. Ongoing as per previous comment. No change to status. No change to status Contact made with applicant. Awaiting further advice. Still awaiting advice. No change to above	B	
23/5/18	91/18 ENV9/18	Jennings Sewerage Scheme: Preliminary Assessment Report Resolved that Council:	Manager Water & Waste			11/6 & 11/7	Contact has been made with the SDRC Water and Wastewater Engineer Coordinator.	B	

		<p>(1) Receive and note the Jennings Sewerage Scheme Preliminary Assessment by HunterH₂O (2017).</p> <p>(2) Endorse continued dialogue with Southern Downs Council.</p> <p>(3) Investigate funding opportunities to enable connection to the common effluent drainage system.</p>				<p>13/9/18 (COO comment)</p> <p>8/11</p> <p>4/12</p> <p>21/2/19 (COO comment)</p> <p>15/03/2019</p> <p>13/9</p> <p>18/10</p> <p>18/11</p>	<p>Discussions are ongoing.</p> <p>On hold in view of insufficient TSC resources to progress this matter and other more pressing operational demands / 2018/2019 Ops plan follow up.</p> <p>Brought up at the SDRC/TSC Cross Border meeting. TSC to engage with SDRC to test appetite for community acceptance (increases in operational charges) and subsequently (if deemed necessary) a joint application to Cross Border Commissioner for funding the upgrade and augmentation.</p> <p>COO to discuss with SDRC counterpart.</p> <p>This will not be looked at for 6 months with current issues to be dealt with</p> <p>Continuing investigations.</p> <p>Lower priority at present due to (emergency) water issues at Tenterfield</p> <p>Internal review as gap analysis to progress & Lower priority at present due to</p>		
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							(emergency) water issues at Tenterfield		
26/9/18	208/18 ENV20/18	Proposed Mingoola Rural Fire Service Station Resolved that Council resolve to delegate authority to the Chief Executive to obtain the required land within the Travelling Stock Route (TSR32548) at Mingoola (as per site diagram) for the purpose of constructing a Rural Fire Service Station and become the Crown Land Manager of that land.	CCO PS				12/10/18 Seeking letters of support from RFS and Local Land Services for Crown Land requirements. 19/11/18 Awaiting letters of support. 7/12/18 Letter sent to the Minister requesting to be Crown Land Manager and to enable the RFS Shed. 14/3/19 Followed up status with Crown Land, they are processing our request. 13/5/19 Ongoing 12/6/19 Crown Lands have requested exact site locations and details for entry in the Gazette. Details will be forwarded to Crown Lands ASAP. 9/7/19 15/8/19 Awaiting exact site location map. Awaiting response from Crown Lands 17/10/19 Still awaiting response from Crown Land and Minister. 18/11/19 Chased up but still awaiting response from Crown Land and Minister.	B	

						9/12/19	Still awaiting Crown Land and Minister approval and Gazette.		
25/10/18	241/18 GOV82/18	<p>Treasury Corporation Borrowings – Approval for Council to Approach Relevant Parties with a View to Gaining Access to this Source of Loan Funds (Subject to Meeting TCorp Guidelines)</p> <p>Resolved that Council approved the Mayor and Chief Executive to write to the Minister for Local Government to request permission for Council to be given access to Treasury Corporation (TCorp) borrowings (subject to meeting TCorp Guidelines) and that should a favourable response not be forthcoming by the end of November 2018, other avenues to raise the profile of this issue be explored by Council.</p>	CCO MF&T			13/11	Commenced process, waiting until yearly Statements published.	B	
						19/3	Council wrote to the Minister for Local Govt in Dec 2018. Response received in Jan 2019 advising Council to liaise with OLG. Council has contacted OLG to ascertain the process that needs to be followed in order to prove that we are financially sustainable and Council is awaiting a response.		
						12/04/19	Council has received a letter from the OLG requesting an updated submission demonstrating financial sustainability in line with the defunct FFF Ratios. Work has commenced on preparing the submission however will be impacted by Budget and Audit process.		
						18/11/19	Council has once again proved it is sustainable by posting a positive operating result for 2018/19. Council will update the LTFP as part of the budget process for 2020/21 and		

							proceed from there with this request.		
25/10/18	244/18 COM20/18	<p>Leasing of Council Owned Properties</p> <p>Resolved that Council:</p> <p>(1) Resolve to delegate authority to the Chief Executive to enter into three (3) year leases for the following properties, in line with expected income projections contained in the report for the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Lot 1 DP 390204 <input type="checkbox"/> 134 Manners Street, Tenterfield; and <p>(2) Resolve to delegate authority to the Chief Executive to enter into a two (2) year lease for the following property, in line with expected income projections contained in the report for the following:</p> <ul style="list-style-type: none"> • 8933 New England Highway, Tenterfield; and <p>(a) Reasonable access to be provided to Council staff for Council purposes for the agricultural properties</p> <p>(b) Signage income remains the property of TSC (access and advertising)</p> <p>(3) Authorises the Leases be signed under the Seal of Council by the Mayor and the Chief Executive.</p>	CCO PS				<p>19/11/18 Anticipate advertising early December 2018 or earlier.</p> <p>03/12/18 2 Properties have been advertised. One property held back to verify further conditions to be added to lease if required. Anticipated to be advertised in January 2019.</p> <p>7/12/18 134 Manners St and 8933 New England Highway advertised as an EOI 5/12/18. Investigations ongoing for Lot 1 DP 390204.</p> <p>14/2/19 Lease being prepared for 8933 New England Highway. No suitable EOI received for 134 Manners St. Investigations ongoing for Lot 1 DP 390204.</p> <p>14/3/19 Lease for 8933 New England Hwy to be signed by Lessee. 134 Manners St currently being used for Council Administration purposes.</p> <p>9/4/19 Investigations ongoing for Lot 1 DP 390204</p>	B	

						13/5/19	Lease for 8933 New England Hwy finalised		
						12/6/19	Investigations ongoing for Lot 1 DP 390204		
						9/7/19	Investigations ongoing for Lot 1 DP 390204		
						15/8/19	Lot 1 DP 390204 investigations almost complete. Expect to be able to advertise Expression of Interest shortly.		
						13/9/19	Expression of Interest advertised, closes 24/7/19.		
						18/11/19	Both parties agree on terms. Lease being drawn up by lawyers.		
						9/12/19	Awaiting Lessee to sign.		
							Awaiting Lease to be signed.		
							Awaiting Lease to be signed.		
28/11/18	264/18 COM22/18	Electric Vehicle Recharging Station Resolved that Council: (1) Authorises that the License to Occupy for Charging Stations for Electric Vehicles be signed under the Seal of Council by the Mayor and the Chief Executive, thus committing one (1) car space in the northern carpark to be allocated for a five (5) year peppercorn lease to NRMA for the purposes of electric car recharging; and	Director Infrastructure EA&M			10/12/18	Correspondence being drafted to NRMA to advise of the resolution and commence negotiations.	B	
						22/1	Negotiations with NRMA ongoing.		
						21/2	Still awaiting a response from NRMA.		
						12/8	Emailed NRMA for update.		

		(2) Ask NRMA to print a promotional article in <i>The Road Ahead</i> extolling the virtues of Tenterfield Shire Council tourist attractions.				13/9	Nil response to date.		
28/11/18	285/18 ENV25/18	<p>Tenterfield Dam Upgrade – End of Project Status and Future Followup Resolved that Council:</p> <p>(1) Note the completion of the project which otherwise would have achieved time and budget targets except for necessary changes to work scope design and additional project work; and further</p> <p>(2) That Council write to the NSW Water Minister seeking additional grant funding for increased works costs necessary to fully complete the project and deliver a durable quality asset for the State and Tenterfield; and further</p> <p>(3) That Council subject to whatever level of extra funding provided by the NSW Government, endorse staff engaging in due process needed to increase dam project loan funding from the current \$5.45M approved level up to a maximum of \$1.03M to cover shortfall on initial loan funding undertaken and extra project works.</p> <p><i>Noted: Public Tour of Dam Wall and Official Opening to be held early February 2019.</i></p>	Director Infrastructure EA&M		Yes	11/12 20/2 3/5 17/6 18/10/ 2019 15/11/ 19 6/11/1 9	<p>Planning for event to commence early Jan 19.</p> <p>Due to dry conditions an 'Official Opening' event will be rescheduled at a future date, however a date to be determined for a visit for Councillors to inspect the dam wall upgrade.</p> <p>Considering "Open Day" with guided tours following adoption of the Budget for education purposes re new charge.</p> <p>Emergency water issues taking priority at the current time.</p> <p>Dam safety Committee inspection in late September</p> <p>Emergency water issues taking priority at the current time.</p> <p>New site identified. A report will be prepared for Feb 2020 OCM.</p>	B	
27/2/19	30/19 COM3/19	<p>Compulsory Acquisition of Crown Land for the Mt Lindesay Road Upgrade – 0-6km Section East of Legume Resolved that Council:</p>	Engineering Officer / MAPP			18/3 12/04	<p>Awaiting Final plans to be sent with application to Minister.</p> <p>No change to status.</p>	B	

		<p>(1) Proceed with the compulsory acquisition of the land described as part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 for the purpose of operational land being for road widening in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 and subject to the Undetermined Aboriginal Land Claim being withdrawn; and</p> <p>(2) Make an application to the Minister and the Governor for approval to acquire part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 by compulsory process under section 177(1) and 177(2)(b) of the Roads Act 1993; and</p> <p>(3) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to the minimum 60 days.</p>				<p>10/5/19</p> <p>12/7/19</p> <p>12/7/19</p> <p>19/8/19</p> <p>15/11/19</p>	<p>No change.</p> <p>Final plans being reviewed.</p> <p>Pricing being sought from registered surveyors for the initial set out of proposed acquisition areas.</p> <p>No change to status.</p> <p>Section of existing boundary between 0.1 to 1 km has been pegged in consultation with RMS design review.</p> <p>Advice of determination of Land Claim received for Lots 7016, 7017 & 7020 received at start of November. Likely impacts to the project to be discussed with RMS.</p>		
27/2/19	31/19 ECO1/19	<p>Acquisition of Part of Lot A DP 15674, 69 High Street, Tenterfield for Constructed Cycleway Resolved that Council:</p> <p>(1) Accept the proposal dated 7 December 2018 from Property Law & More Pty Ltd in amount \$30K for Council to acquire the land containing the cycle way and</p>	Engineering Officer / MAPP			<p>18/3</p> <p>12/04/19</p> <p>10/5/19</p>	<p>EO verbally advised Solicitor of council resolution. Will follow up with correspondence.</p> <p>Correspondence sent to Property Law & More Pty Ltd advising of resolution.</p> <p>Further correspondence sent to</p>	B	

		<p>encompassing the Tenterfield Creek to the existing hedge line located on the residential property of 69 High Street, Tenterfield (approximately 2,235m2) in full compensation of the land; and</p> <p>(2) Fund associated survey and reasonable legal costs to finalise this matter.</p>				<p>14/06/19</p> <p>26/6/19</p> <p>19/8/19</p> <p>15/11/19</p>	<p>Property Law & More Pty Ltd. In Principle Agreement received from Property owner.</p> <p>Awaiting survey quotations.</p> <p>Purchase Order issued to Tenterfield Surveys to undertake the required survey works. Development Application submitted to Council by Surveyor.</p> <p>Awaiting Survey.</p> <p>No change to above.</p> <p>Survey plans being prepared by surveyor, anticipated to be completed towards end of November</p>		
27/3/19	53/19 GOV18/19	<p>Upgrade To Council's Wireless Infrastructure Resolved that Council:</p> <p>(1) Enters into a contract with Northern Communications for the quoted amount of \$166,000 (rounded) to urgently upgrade Council's Wireless Infrastructure Network; and</p> <p>(2) Provides a total overall budget of up to \$200,000 be allocated for the purpose of completing this upgrade to Council's Wireless Infrastructure Network (which also includes some additional electrical work that is required, and contingency funds); and</p> <p>(3) Invokes the provisions of sections 55(3) (i) and (k) of the Local Government Act 1993, which allows</p>	CCO MF&T			<p>13/5</p> <p>21/10/19</p> <p>18/11/2019</p>	<p>Northern Communications have been engaged to undertake this work and preliminary work is underway.</p> <p>Line of site issues have been resolved.</p> <p>Work is expected to be completed in September 2019.</p> <p>Awaiting some parts – installation to be finalised by November 2019.</p> <p>Work on the upgrade has commenced and is on track to be completed by 30 November 2019.</p>	C	

		<p>exemptions in certain circumstances to Councils from having to follow normal tender requirements. In this case the reasons Council seeks to claim an exemption from the requirement to tender to engage Northern Communications for this contract are twofold:</p> <p>(a) It is being made as a result of extenuating circumstances and where a satisfactory quick result would not be achieved by inviting tenders; and</p> <p>(b) It is being made due to an emergency - staff productivity is being impacted by having wireless technology that no longer meets Council's operational requirements.</p>					Work is now completed.		
26/6/19	107/19 ECO8/19	<p>Truck Wash Options Report Resolved that Council request that a detailed concept design for a truck wash, using current design information where practical, for a site at the northern area of Council's Tenterfield Depot including input from relative government agencies such as Roads & Maritime Services and additionally a design for a truck wash at the southern side at the Tenterfield Saleyards be prepared and resubmitted to Council for consideration.</p>	MAPP			12/7/19 15/11/19	<p>Revised concept designs being compiled for Depot site and Saleyards southern area site.</p> <p>Revised concept designs being prepared</p>	B	
26/6/19	108/19 ECO9/19	<p>Tenterfield Saleyards - Loading Ramp Upgrade Resolved that Council:</p> <p>(1) Request that staff prepare an amended design for a double height loading ramp</p>	MAPP			12/7/19	Amended design details being prepared to amend loading ramp 5.	B	

		<p>at the Tenterfield Saleyards that upgrades the existing ramp number 5;</p> <p>(2) Amends the current development application for a truck wash and double height loading ramp to relate only to the amended upgrade of loading ramp number 5; and</p> <p>(3) Includes any necessary alteration to loading ramp number 4 and immediate turnaround area.</p>				15/11/19	Revised design detail being prepared.		
26/6/19	111/19 ENV8/19	<p>Tenterfield Local Environmental Plan 2013 – Planning Proposal – Minor Amendments</p> <p>Resolved that Council endorses the Planning Proposal contained in the Attachment and forwards it to the Department of Planning & Environment requesting a Gateway Determination under the provisions of Section 3.33 of Division 3.4 the <i>Environmental Planning & Assessment Act, 1979</i>.</p>	CCO MP&DS			01/07/19 1/08/2019 30/8 30/9 30/10 30/11	<p>Progressing.</p> <p>Awaiting Gateway Determination from Department of Planning</p> <p>Gateway determination received - PP to be placed on public exhibition during September/October</p> <p>Exhibition from 21/10/19</p> <p>Exhibition completed - 2 submissions of support received - proceeding to mapping and legal drafting of instrument</p> <p>LEP mapping being prepared by Department</p>	B	
26/6/19	118/19 GOV35/19	<p>Tenterfield Shire Council Code of Conduct 2018, Procedures for the Administration of the Code</p>	HR MCS,G&R			2/7/19	Updated documents placed on Council website.	C	

		<p>of Conduct 2018 and Code of Meeting Practice 2018 Resolved that Council:</p> <p>(1) Adopt the 2018 Model Code of Conduct for Local Councils in NSW as the Tenterfield Shire Council Code of Conduct 2018 (Attachment 4, Attachment Booklet 3);</p> <p>(2) Adopt the 2018 Administration of the Model Code of Conduct for Local Councils in NSW as the Tenterfield Shire Council Procedures for the Administration of the Code of Conduct 2018 (Attachment 5, Attachment Booklet 3), and</p> <p>(3) Adopt the 2018 Model Code of Meeting Practice for Local Councils in NSW as the Tenterfield Shire Council Code of Meeting Practice 2018 (Attachment 6, Attachment Booklet 3).</p>	CCO EA&M			<p>16/09/19</p> <p>24/10</p> <p>14/11</p> <p>3/12</p>	<p>Code of Conduct Training for Councillors & Staff to be arranged.</p> <p>Dates for delivery of training being finalised.</p> <p>Tentative 13 November 2019 – to be confirmed</p> <p>Councillors training postponed due to fire event – December date to be confirmed. Staff training to commence 18/11/19.</p> <p>Councillors Training scheduled 11/12/2019</p>		
24/7/19	132/19 MM6/19	<p>Funding of Helicopter Landing Pads Resolved that Council:</p> <p>(1) Seek Government funding for helicopter landing pads not only in Tenterfield but also in our outlying villages to support safety for the new and heavier helicopters that are being used; and</p>	LEMO Barry Frew Director Infrastructure			19/8	Investigations into possible grant funding have commenced.	B	

		(2) Meet with the Westpac Helicopter Organisation to find out where these pads would need to be placed.							
24/7/19	134/19 COM6/19	<p>Mingoola Waste Transfer Station Resolved that Council:</p> <p>(1) Resolve to seek a Licence from the Minister for approximately 10 hectares at the southern most end of Lot 7018 in DP1075723 at Mingoola for the purpose of constructing a Waste Transfer Station; and</p> <p>(2) Authorise the Chief Executive to sign the Licence; and</p> <p>(3) Resolve to conduct investigations and processes to compulsorily acquire the Licenced area by way of subdivision.</p>	CCO M P&B PS			15/8/19 16/9/19 16/10/19 18/11/19 9/12/19	Licence application to be lodged. Licence sent. Further information to be supplied to Crown Land. Awaiting response from Crown Land. Further information being sought & supplied	B	
24/7/19	136/19 ECO13/19	<p>Funding for Bridge Over the Clarence River on Hootons Road (Asset ID 13345, Bridge No 61112) Resolved that Council:</p> <p>(1) Approve a payment of up to \$550,000 to Kyogle Council for the purpose of replacing the bridge over the Clarence River on Hootons Road (Asset ID 13345, Bridge Number 61112) subject to the design being satisfactory to the Tenterfield Shire Council's Director of Engineering / Infrastructure and on the condition that any cost overruns are borne by Kyogle Council.</p>	Director Infrastructure			1/8 16/8 4/12/19	Letter outlining Council's resolution send to Kyogle Council. Response received from Kyogle thanking Council for agreeing to partner. "Staff from out 2 councils will be in contact moving forward to discuss the technical details of the project. KSC currently undertaking geo-technical investigation and design	B	

		<p>(2) That a request be made to Kyogle Council for Tenterfield Shire Council's Engineering Department to have a representative/s involved in the project.</p> <p>(3) That Council's contribution to this project be funded by:</p> <p>a) A fixed or variable interest rate loan; or</p> <p>b) Grant funding; or</p> <p>c) Use of unrestricted cash; or</p> <p>d) a combination of the above</p> <p>at the determination of the Chief Executive on advice from the Manager Finance & Technology when the payment falls due to Kyogle Council (in recognition of the fact that some payments may not fall due immediately).</p> <p>(4) That Council be kept up to date on the progress of this matter via Monthly Capital Expenditure Report.</p>							
28/8/19	173/19 NM6/19	<p>Notice of Motion – Community Contributions & Donations</p> <p>Resolved that Council specify criteria around the community contributions and donations.</p>	EA&M			13/9	Scheduled to workshop with Councillors, update Policy and present to Council in March 2020.	B	
28/8/19	176/19 ENV16/19	<p>Confidential Report – NEWGrid – Water Security</p> <p>Resolved that Council:</p> <p>(1) Advocate to participate in the development and delivery of the National Water Grid project within the Tenterfield environs; and</p> <p>(2) Seek funding to complete all the assessments that will support a P90 cost estimate; and</p> <p>(3) Subject to a positive result, as determined by the</p>	CE		Yes 16/10/19	19/9 13/10	<p>Discussions ongoing.</p> <p>Announcement of \$24m for feasibility study for the Border Rivers Project on the Mole River.</p> <p>Discussions with Govt ongoing. Letter forwarded to Minister for Water requesting TSC be the proponent to complete the studies</p>	B	

		Detailed Business Case, seek a further allocation to bring the project to shovel ready status.				5/12	and Detailed Business Case. Ongoing discussions with Minister Pavey's Office in relation to capacity of WaterNSW to deliver a signed tender document prior to next Federal Government election cycle caretaker period. Meeting SDRC Mayor and CEO to discuss on 11/12/19		
25/9/19	180/19 GOV55/19	<p>Council Delegates on Committees, External Boards & Associations Resolved that:</p> <p>(1) Council adopt the inclusion of a new Specific Purpose Committee, being the Youth Advisory Committee and determine the representation thereon;</p> <p>(2) Council endorse the representation on external bodies, specific purpose committees and other associations as listed below for the proceeding twelve (12) months;</p> <p>(3) That Council endorse the timetable for the Community Engagement Forums as follows (subject to confirmation of venues): Our Society – Tenterfield 5/12/19 – 7pm Our Economy – Torrington 6/12/19 – 1pm Our Environment – Drake 3/12/19 – 7pm Our Society – Mingoola 2/6/20 – 7pm Our Environment – Tenterfield</p>	EA&M			14/11	<p>Youth Advisory Committee – Council Delegates are Mayor & Deputy Mayor & Cr Bronwyn Petrie – initial meeting to be arranged.</p> <p>2019-2020 Committee Register to be updated and presented to Council for adoption. Delegates to other Committees, etc remain as is.</p> <p>Arrangements for Committee meetings being finalised.</p> <p>Suggested that December Community Engagement Forums be postponed or cancelled due to meetings which have been held in Tenterfield and Drake (fires) and currently at Torrington.</p>	B	

		3/6/19 – 7pm Our Economy – Liston 2/6/19 – 7pm							
25/9/19	189/19 COM10/19	<p>Lease to Tenterfield & District Community FM Radio Association Inc – 142 Manners Street, Tenterfield</p> <p>Resolved that Council:</p> <p>(1) Determines Option B and removes Clause (f) from the Financial Contribution Agreement between Tenterfield Shire Council and Tenterfield & District Community FM Radio Association Inc. – Table as per resolution unable to be reproduced here</p> <p>(2) Delegate authority to the Chief Executive to sign the Financial Contribution Agreement for a period of 3 years with Tenterfield and District Community Radio Association Inc.</p> <p>(3) Delegate authority to the Chief Executive to enter into a lease with the existing tenant, Tenterfield & District Community Radio Association Inc at 142 Manners Street, Tenterfield, commencing on 1 October 2019 based on the financial contribution agreement.</p> <p>(4) Authorise the lease be signed and executed under the Seal of Council by the Mayor and the Chief Executive, in accordance with Council Policy.</p>	CCO PS			8/10 18/11/19 9/12/19	<p>Lease is being drafted by Council’s solicitor and will be submitted to the lessees shortly.</p> <p>Awaiting return of signed Lease from Lessee.</p> <p>Awaiting return of signed Lease from Lessee.</p>	B	
25/9/19	191/19 ENV18/19	<p>Amendment to 2019/2020 Fees & Charges – Water Network – Bulk Water Sales from Council’s Standpipe</p> <p>Resolved that Council:</p>	CCO MF&T			21/10/19	Increase has been suspended until a further determination is made by the Chief Executive as per part 3	B	

		<p>(1) Temporarily suspend the implementation of the adopted \$25 per kilolitre fee for Bulk Water Sales from Council's Standpipes (as per the 2019/20 Operational Plan) and reduces the fee to \$6.20 per kilolitre as per the 2018/19 fee until weather conditions and subsequent demand have diminished; and</p> <p>(2) That the suspension of implementing the fee in Recommendation (1) be effective from 1 July 2019; and</p> <p>(3) The date for implementing the 2019/20 fee be determined by the Chief Executive having regard to the weather conditions and demand as per Recommendation (1).</p>					of the Council Resolution.		
25/9/19	192/19 ENV19/19	<p>Relief for Not for Profit Organisations Impacted by September 2019 Fire Event – Waste Charges</p> <p>Resolved that Council provide a donation in the form of waiving waste transfer disposal fees, up to a maximum of \$1,000 each, to the Tenterfield Pistol Club and Tenterfield Traditional Archers, who were directly impacted by the recent fires to allow them to dispose of fire damaged materials.</p>	MW&W MF&T			18/10/2019 09/12	<p>Council staff have created a tally for fees to support the donation of Council</p> <p>Continuing tally</p>	B	
25/9/19	195/19 GOV63/19	<p>Christmas/New Year Closedown – 2019/2020</p> <p>Resolved that Council endorse the closedown periods for the Christmas / New Year 2019/2020 period as follows:</p> <p><input type="checkbox"/> Indoor staff – close of business Friday, 20 December 2019, reopening Thursday, 2 January 2020;</p> <p><input type="checkbox"/> Outdoor staff – close of business Thursday, 19</p>	EA&M		Yes To be completed	20/11 3/12	<p>Managers advised of closedown dates. Memo provided all staff and memo to Councillors will be provided closer to the closedown period.</p> <p>All advertising and information prepared for media and website.</p>	C	

		December 2019, reopening Monday, 6 January 2020.							
17/10/19	206/19 ENV20/19	Tenterfield Water Security – Amendment to Level 4.5 Water Restrictions Resolved that Council support further investigations (as described in the Drought Management Plan) into alternative water sources including recycled water, urban stormwater runoff and piping from alternate dams.	CE MW&W EA&M		Media complete	18/10 18/10 5/12	As part of the Emergency Water Augmentation Project started drafting response to Deed which will include investigations of other water sources. Website information updated, posters distributed in town, media areas covered. Discussed with DOI-W. DOI-W looking forward to including all water sources in the Integrated Water Catchment Management Plan.	C	
30/10/19	209/19	Urgent Motion – Meeting with The Hon Barnaby Joyce MP 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.	CE EA&M			14/11 3/12	Contact made with The Hon Barnaby Joyce's Office. Tentative arrangements for 12 December 2019 due to Parliamentary Sitting Dates. Meeting with Councillors scheduled 12/12 19 at 10.00 am followed by official opening of Legume Intersection 1.30 pm.	C	
30/10/19	216/19 COM13/19	Crown Land Categorisation Resolved that Council endorse the proposed categorisation of the Crown Land Reserves as set out in the following table of	CCO PS			18/11/ 19	Notice of Categorisation sent to Minister. Awaiting confirmation.	B	

		Community Land and to apply to the Minister for approval of the proposed categorisation.				9/12/19	Further information being sought and supplied.		
30/10/19	218/19 COM15/19	Tree Management Plan 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.	CCO MOS,R&U			15/11	Awaiting amended document to upload to website.	B	
30/10/19	219/19 COM16/19	Essential Energy Customer & Network Services – Private Electricity Network Assets – Bushfire & Electrical Safety Risk Management Resolved that Council: (1) Receive and note the report; and (2) Inform the community with information provided by Essential Energy via the Council website.	EA&M			6/12	Information on Council's website.	C	
30/10/19	220/19 ENV21/19	Community Participation Plan – Draft for Exhibition 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	CCO MPDS			15/11 6/12	Advertised for public submission. Closing date 11 December 2019. Report to be presented to December Council meeting.	B	

		Council receive no submissions at the close of the public exhibition period, the Community Participation Plan be adopted as exhibited.							
30/10/19	223/19 GOV66/19	Disclosure of Interest Returns 2018/2019 Resolved that Council note the tabling of the Disclosure of Interest Returns for the period 2018/2019 and lodged by 30 September 2019.	EA&M			3/12	Councillors Returns to be updated to website. Completed	C	
30/10/19	229/19 RC20/19	Reports of Committees & Delegates – Tourism Advisory Committee – 18 September 2019 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.	CE MED&CE MF&T			13/11/ 19	Funds for signage were been included in the September QBR.	B	
30/10/19	233/19 ENV24/19	Replacement of Land Fill Compactor for Boonoo Boonoo Waste Facility 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.	Director Infrastructure Manager Fleet			14/11 4/12	Westrac advised Council the unit is now ready for inspection, a tentative date has been set for the 26 th November for this. Pending inspection if council proceed with the purchase delivery will be subject to fires activity and the proximity to Christmas Holiday traffic. Asset inspected on the 26 th November, by Manager Fleet and was	C	

							found satisfactory. Asset Delivery scheduled for the 6 th of November at suppliers cost as agreed.		
27/11/19	237/19 MIN10/19	<p>Confirmation of Previous Minutes Resolved that the Minutes of the following Meeting of Tenterfield Shire Council:</p> <p style="padding-left: 20px;">□ Ordinary Council Meeting – 30 October 2019</p> <p>as typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.</p>	EA&M			2/12	Signed and updated on website.	C	
27/11/19	238/19	<p>Urgent Motion – Information re Community Halls in Tenterfield Shire Local Government Area Resolved that Councillor Brian Murray be provided with the following information:</p> <ul style="list-style-type: none"> • The number and location of community halls in the Tenterfield Shire; • List of halls for which Council has responsibility and those which are managed by Trusts; <p>What financial and maintenance contribution does Council make towards those halls that are managed by Trusts and towards those for which Council has responsibility.</p>	CCO				Information emailed to Councillor Murray and all Councillors on 3/12/19	C	
27/11/19	239/19 MM8/19	<p>Mayoral Minute – Request for Review into the Execution of Lieutenants Harry “Breaker” Morant, Peter Handcock & Life Sentence of George Witton – Boer War 1902</p>	EA&M			5/12	Letter to Prime Minister with CC to Hon Barnaby Joyce provided.	C	

		<p>Resolved that Council supports Mr Unkles' submission to the Prime Minister, The Honourable Scott Morrison MP as follows:</p> <p><i>'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 Marital 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:</i></p> <ul style="list-style-type: none"> <input type="checkbox"/> <i>The veterans, individually and through Major Thomas, were denied the right of appeal and petition to the King for clemency;</i> <input type="checkbox"/> <i>They were held in isolation during the trials and were denied the opportunity to contact their families in Australia;</i> <input type="checkbox"/> <i>Major Thomas had one day to prepare complex trials on charges, which carried the death penalty. The prosecution had 3 months and unlimited</i> 							
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		<p>resources to assist in preparing the cases. Major Thomas had no such support and was denied the opportunity to contact the Australian Government;</p> <p>□ 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;</p> <p>□ 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</p> <p>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</p>							
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		<i>officers but not implemented by the British authorities”.</i>							
27/11/19	241/19 COM17/19	Ratepayers Petition to Reduce Financial Burdens on Struggling Ratepayers Resolved 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.	CE CCO MF&T				Comments considered during the budget preparation that has recently commenced.	C	
27/11/19	245/19 NM7/19	Notice of Motion – Review of Council’s Buy Local Policy No 1.020 Resolved 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 February 2020 Ordinary Council Meeting.	CCO				Report being drafted for February meeting.	B	
27/11/19	246/19 COM18/19	Amendment to Draft New Footpath Activities Policy No 1.065 Resolved 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	CCO MOSRU EA&M			6/12	Footpath Activities Policy and Local Approvals Policy undated on Council’s website and Policy Register. Street Vending Policy and Advertising Sandwich Board Policy repealed and removed from Council’s website. Policy Register updated.	C	

		3.191 and Advertising Sandwich Board Policy No 3.010 upon adoption of the new Footpath Activities Policy and amended Local Approvals Policy.							
27/11/19	247/19 COM19/19	National Parks & Wildlife Land Acquisition Resolved that Council: (1) Resolve to advise the Minister for Energy & 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.	CCO PS EA&M			5/12	Mayor to write to Hon Matt Kean MP, Minister for Energy & Environment	B	
27/11/19	248/19 COM20/19	Crown Land Proposal to Close Crown Road Within the Tooloom Falls Reserve Resolved 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	CCO PS			9/12/19	Response prepared to Crown Land in accordance with resolution.	A	

		(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.							
27/11/19	249/19 ENV25/19	Provision of Emergency Waste Vouchers Resolved that Council take no further action and maintain current business as usual.	MW&W			3/12	No further action.	C	
27/11/19	250/19 ENV26/19	Bryans Gap Waste Collection Survey Resolved that Council offer an opt-in waste and recycling service along the proposed Bryan's Gap Road route.	MW&W			9/12	Letters underway, for release in the new year.	A	
27/11/19	251/19 GOV72/19	Monthly Operational Report – October 2019 Resolved that Council receives and notes the status of the Monthly Operational Report for October 2019.	EA&M			3/12	Updated on Council's website	C	
27/11/19	252/19 GOV73/19	Tenterfield Shire Council Annual Report 2018/2019 Resolved that Council receive and adopt the Annual Report for 2018/2019.	CCO MCS,G&R				Website and OLG advised	C	
27/11/19	253/19 GOV74/19	Presentation of the Financial Statements for the Year Ended 30 June 2019 Resolved that Council notes the audited Annual Financial Statements for the year ended 30 June 2019, as contained in the 2018/2019 Annual Report	CCO MF&T EA&M			29/11 3/12	Auditor's Presentation forwarded to all Councillors. Financial Statements uploaded to Council's website.	C	

		(Attachment 3 (Attachment Booklet 3 Appendix 3).							
27/11/19	254/19 GOV75/19	Quarterly Budget Review Statement – September 2019 Resolved that Council adopts the September 2019 Quarterly Budget Review Statement.	CCO MF&T EA&M			3/12	Uploaded to Council's website	C	
27/11/19	255/19 GOV76/19	Finance & Accounts – Period Ended 31 October 2019 Resolved that Council receive and note the Finance and Accounts Report for the period ended 31 October 2019.	MF&T			3/12	Noted	C	
27/11/19	256/19 GOV77/19	Capital Expenditure Report as at 31 October 2019 Resolved that Council receive and note the Capital Expenditure Report for the period ended 31 October 2019.	MF&T			3/12	Noted	C	
27/11/19	257/19 NM8/19	Notice of Motion – Reduction of Forest Fuel Loads Resolved that Council request the NSW Government to investigate the reintroduction of Grazing Permits in National Parks and State Forest areas in order to reduce the fuel load (undergrowth).	EA&M					A	
27/11/19	258/19 RES10/19	Council Resolution Register – November 2019 Resolved that Council notes the status of the Council Resolution Register to November 2019.	EA&M			3/12	Noted	C	
27/11/19	260/19 GOV78/19	Chief Executive Performance Review – 2018/19 Annual Review – November 2019 Resolved that Council adopt the recommendations of Council's Performance Review Committee outlined in the body of this report and that under	HR EA&M			3/12	Further report to December 2019 Ordinary Council Meeting	B	

		clause 4, "per annum" be replaced with "for 2019/2020".							
27/11/19	261/19 GOV79/19	<p>Request for Boundary Realignment Between Tenterfield Shire Council and Glen Innes Severn Shire Council</p> <p>Resolved that Council:</p> <p>(1) Receive and note this report;</p> <p>(2) Accept the proposal to have the Local Government Boundary re-aligned in accordance with this report;</p> <p>(3) Submit the boundary adjustment application to the Office of Local Government; and</p> <p>(4) That if any costs are incurred that they be passed onto the applicant.</p>	CCO MF&T RO				Glen Innes Shire Council at their November Ordinary Council meeting adopted a similar resolution enabling this process to continue and so a boundary adjustment application to be submitted to the Office of Local Government.	B	