

## RESOLUTION REGISTER – COUNCIL MEETINGS – OCTOBER 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><b>Snake Creek Road – Road Reserve</b> 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 &amp; 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 road opening over TSR land.</p>	B	

						20/03	Ongoing as per previous comment		
						09/04/2018	Further discussion held with LLS, letter now to be sent requesting TSR not to be included in road opening process. LLS to respond.		
						14/04/2018	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.		
						15.6.18	Instructed Solicitors to draft agreements for affected property owners 25.05.2018.		
						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.		
						13/08/2018	Currently reviewing draft agreements received from Solicitor. No response received from Crown Lands yet due to back log of licences.		
						13/9/18 (COO comment)	Correspondence received by Local Land Services ok to proceed with Surveying of TSR. Still no response from Crown Lands.		
						17/09/	No change to above		

						15/10/2018	No change to above, Will follow up with Crown Lands		
						15/11/2018	No change to status.		
							Followed up with Crown Lands - awaiting response		
						10/12/2018	Deed of Agreements forwarded to property owners to sign		
						21/02/19	Received one signed Deed of Agreement back, contacted LALC to undertake site survey of Crown Land. No response received from Crown Lands to date.		
						18/03/19	Received the other signed Deed of Agreement, awaiting on LALC to confirm site survey requirements.		
							Followed up & requested LALC to confirm site survey requirements.		
						12/04/19	Awaiting cost from LALC for site survey requirements.		
						10/5/19			
						14/6/19	Site Survey undertaken by LALC		
						15/07/19	Amended quotation sought from Surveyor for acquisition of TSR portion of road reserve required.		
						19/8/19	Surveyor engaged.		
						17/09	No change to above		
						21/10/19	Awaiting survey plan		

28/6/17	94/17 ECO11/17	<p><b>Lease of Council Controlled Land – Road Reserve Resolved</b> that Council:</p> <p>(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</p> <p>(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.</p>	(Engineering Officer)			<p>12/07/17</p> <p>13/12</p> <p>20/03</p> <p>14/05/2018</p> <p>15/06/2018</p> <p>16.07.18</p> <p>15/11/2018</p> <p>19/3/19</p> <p>12/04/19</p> <p>10/5/19</p> <p>21/10/19</p>	<p>Advised Applicant by way of phone call 12.07.2017. Awaiting further details from Applicant to be provided to Council prior to proceeding.</p> <p>Still awaiting details from Applicant prior to Council proceeding</p> <p>Ongoing as per previous comment</p> <p>Met with Client Representative and discussed draft lease agreement. Ongoing.</p> <p>Ongoing as per previous comment.</p> <p>No change to status.</p> <p>No change to status</p> <p>Contact made with applicant. Awaiting further advice.</p> <p>Still awaiting advice.</p> <p><b>No change to above</b></p>	B	
23/5/18	91/18 ENV9/18	<p><b>Jennings Sewerage Scheme: Preliminary Assessment Report Resolved</b> that Council:</p> <p>(1) Receive and note the Jennings Sewerage Scheme Preliminary Assessment by HunterH<sub>2</sub>O (2017).</p> <p>(2) Endorse continued dialogue with</p>	Manager Water & Waste			<p>11/6 &amp; 11/7</p> <p>13/9/18 (COO comment)</p>	<p>Contact has been made with the SDRC Water and Wastewater Engineer Coordinator. Discussions are ongoing.</p> <p>On hold in view of insufficient TSC resources to progress this matter and other more pressing operational demands /</p>	B	

		(3) Southern Downs Council. Investigate funding opportunities to enable connection to the common effluent drainage system.				8/11  4/12  21/2/19 (COO comment)  15/03/2019  13/9  18/10	2018/2019 Ops plan follow up.  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.  COO to discuss with SDRC counterpart.  This will not be looked at for 6 months with current issues to be dealt with  Continuing investigations.  Lower priority at present due to (emergency) water issues at Tenterfield  As above		
26/9/18	208/18 ENV20/18	<b>Proposed Mingoola Rural Fire Service Station</b> 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  19/11/18  7/12/18	Seeking letters of support from RFS and Local Land Services for Crown Land requirements.  Awaiting letters of support.  Letter sent to the Minister requesting to be	B	

						<p>14/3/19</p> <p>13/5/19</p> <p>12/6/19</p> <p>9/7/19</p> <p>15/8/19</p> <p>13/9/19</p> <p>17/10/19</p>	<p>Crown Land Manager and to enable the RFS Shed.</p> <p>Followed up status with Crown Land, they are processing our request.</p> <p>Ongoing</p> <p>Crown Lands have requested exact site locations and details for entry in the Gazette. Details will be forwarded to Crown Lands ASAP.</p> <p>Awaiting exact site location map.</p> <p>Awaiting response from Crown Lands</p> <p>Still awaiting response form Crown Land and Minister.</p>		
25/10/18	241/18 GOV82/18	<p><b>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)</b></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</p>	CCO MF&T			<p>13/11</p> <p>19/3</p> <p>12/04/19</p>	<p>Commenced process, waiting until yearly Statements published.</p> <p>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.</p> <p>Council has received letter from OLG requesting an updated</p>	B	

		this issue be explored by Council.					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.		
25/10/18	244/18 COM20/18	<p><b>Leasing of Council Owned Properties</b></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"> <li><input type="checkbox"/> Lot 1 DP 390204</li> <li><input type="checkbox"/> 134 Manners Street, Tenterfield; and</li> </ul> <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"> <li>• 8933 New England Highway, Tenterfield; and</li> </ul> <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</p> <p>03/12/18</p> <p>7/12/18</p> <p>14/2/19</p> <p>14/3/19</p>	<p>Anticipate advertising early December 2018 or earlier.</p> <p>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>134 Manners St and 8933 New England Highway advertised as an EOI 5/12/18.</p> <p>Investigations ongoing for Lot 1 DP 390204.</p> <p>Lease being prepared for 8933 New England Highway.</p> <p>No suitable EOI received for 134 Manners St.</p> <p>Investigations ongoing for Lot 1 DP 390204.</p> <p>Lease for 8933 New England Hwy to be signed by Lessee.</p> <p>134 Manners St currently being used for Council Administration purposes.</p>	B	

						<p>9/4/19 Investigations ongoing for Lot 1 DP 390204</p> <p>13/5/19 Lease for 8933 New England Hwy finalised</p> <p>Investigations ongoing for Lot 1 DP 390204</p> <p>Investigations ongoing for Lot 1 DP 390204</p> <p>12/6/19 Lot 1 DP 390204 investigations almost complete. Expect to be able to advertise Expression of Interest shortly.</p> <p>9/7/19 Expression of Interest advertised, closes 24/7/19.</p> <p>15/8/19 Both parties agree on terms. Lease being drawn up by lawyers.</p> <p>13/9/19 Awaiting Lessee to sign.</p>		
28/11/18	264/18 COM22/18	<p><b>Electric Vehicle Recharging Station</b>  <b>Resolved</b> that Council:</p> <p>(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</p> <p>(2) Ask NRMA to print a promotional article in <i>The Road Ahead</i> extolling the virtues of Tenterfield Shire Council tourist attractions.</p>	Director Infrastructure EA&M			<p>10/12/18 Correspondence being drafted to NRMA to advise of the resolution and commence negotiations.</p> <p>22/1 Negotiations with NRMA ongoing.</p> <p>21/2 Still awaiting a response from NRMA.</p> <p>12/8 Emailed NRMA for update.</p> <p>13/9 Nil response to date.</p>	B	



28/11/18	285/18 ENV25/18	<p><b>Tenterfield Dam Upgrade – End of Project Status and Future Followup</b>  <b>Resolved</b> 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>	COO EA&M		Yes	11/12  20/2  3/5  17/6  18/10/ 2019	<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>	B	
27/2/19	10/19 ENV1/19	<p><b>Water Dispensing Station at Urbenville</b>  <b>Resolved</b> that Council:</p> <p>(1) Approves the purchase of a custom water dispensing station for installation in Urbenville; and</p> <p>(2) Authorise \$40,000 reallocation from current Capex budget item Tenterfield Mains</p>	MW&W			15/3  08/04	<p>Water dispenser purchased and at Urbenville, Ground prepared estimated completion end March 2019.</p> <p>Solar arrays have arrived. Dispenser will be installed Tuesday 9/4.</p>	C	

		<p>Replacement (#7484.506) to fund this capital purchase; and</p> <p>(3) Liaise with Kyogle Council regarding contribution to the installation of the Urbenville water dispensing station.</p>				<p>14/5</p> <p>14/6</p> <p>11/7</p> <p>18/10</p>	<p>Due to staff shortages dispenser has not yet been installed however rainfall in the area has alleviated the urgency – anticipated completion in June 2019.</p> <p>Dispenser awaiting installation expected June 2019</p> <p>Delay due to staffing</p> <p>Dispenser installed, telemetry package awaiting installation</p>		
27/2/19	30/19 COM3/19	<p><b>Compulsory Acquisition of Crown Land for the Mt Lindesay Road Upgrade – 0-6km Section East of Legume</b></p> <p><b>Resolved</b> that Council:</p> <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</p>	Engineering Officer			<p>18/3</p> <p>12/04</p> <p>10/5/19</p> <p>12/7/19</p> <p>12/7/19</p> <p>19/8/19</p>	<p>Awaiting Final plans to be sent with application to Minister.</p> <p>No change to status.</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>	B	

		<p>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>							
27/2/19	31/19 ECO1/19	<p><b>Acquisition of Part of Lot A DP 15674, 69 High Street, Tenterfield for Constructed Cycleway</b>  <b>Resolved</b> that Council:</p> <p>(1) Accept the proposal dated 7 December 2018 from Property Law &amp; More Pty Ltd in amount \$30K for Council to acquire the land containing the cycle way and encompassing the Tenterfield Creek to the existing hedge line located on the residential property of 69 High Street, Tenterfield (approximately 2,235m<sup>2</sup>) in full compensation of the land; and</p> <p>(2) Fund associated survey and reasonable legal costs to finalise this matter.</p>	Engineering Officer			18/3	EO verbally advised Solicitor of council resolution. Will follow up with correspondence.	B	
						12/04/19	Correspondence sent to Property Law & More Pty Ltd advising of resolution.		
						10/5/19	Further correspondence sent to Property Law & More Pty Ltd. In Principle Agreement received from Property owner.		
						14/06/19	Awaiting survey quotations.		
						26/6/19	Purchase Order issued to Tenterfield Surveys to undertake the required survey works.		
						19/8/19	Development Application submitted to Council by Surveyor.		
							Awaiting Survey.		
							No change to above.		
27/3/19	39/19 ECO4/19	<p><b>2019 Business &amp; Tourism Excellence Awards</b>  <b>Resolved</b> that Council:</p> <p>(1) Approve the 2019 Tenterfield Business &amp; Tourism Excellence Awards being moved from August 2019 to November 2019; and</p>	MEDCE TO		Yes - Media Release will be provided upon confirmation of November	13/9	Business tourism excellence awards has been deferred to late November 2019.	B	
							Format to work in with NSW Business Chamber awards is currently being investigated.		

		<p>(2) Review this situation in July 2019 to determine the best way forward; and</p> <p>(3) Review process to promote and widen participant level.</p>			dates and format.				
27/3/19	53/19 GOV18/19	<p><b>Upgrade To Council's Wireless Infrastructure Resolved</b> 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 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</p>	CCO MFT			13/5	<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>	B	

		would not be achieved by inviting tenders; and (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.							
26/6/19	107/19 ECO8/19	<b>Truck Wash Options Report Resolved</b> 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.	MAPP			12/7/19	Revised concept designs being compiled for Depot site and Saleyards southern area site.	B	
26/6/19	108/19 ECO9/19	<b>Tenterfield Saleyards - Loading Ramp Upgrade Resolved</b> that Council: (1) Request that staff prepare an amended design for a double height loading ramp at the Tenterfield Saleyards that upgrades the existing ramp number 5; (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 (3) Includes any necessary alteration	MAPP			12/7/19	Amended design details being prepared to amend loading ramp 5.	B	

		to loading ramp number 4 and immediate turnaround area.							
26/6/19	111/19 ENV8/19	<b>Tenterfield Local Environmental Plan 2013 – Planning Proposal – Minor Amendments</b> <b>Resolved</b> 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 &amp; Assessment Act, 1979</i> .	CCO MP&DS			01/07/19 1/08/2019 30/8  30/9	Progressing. Awaiting Gateway Determination from Department of Planning Gateway determination received - PP to be placed on public exhibition during September/October  Exhibition from 21/10/19	B	
26/6/19	112/19 ENV9/19	<b>Emergency Water Security Augmentation Project – Tenterfield</b> <b>Resolved</b> that Council approves the use of Section 55 of the <i>Local Government Act, 1993, Part (3) (c) and (3) (k)</i> for the express purpose of reducing the risk of Tenterfield running out of water, prior to the delivery of multiple mitigation methods contained in the body of this report as defined by the Emergency Water Security Augmentation Project.	CE COO			17/7  17/10  22/10	The project is progressing but not without daily challenges. Using Section 55 where necessary.  Progressing. Most test bores haven't delivered water. Drilling last four holes as of 17/10. Draw-down tests for the three bores behind the Tenterfield Transport Museum commencing 18/10.  Success! Hit 13 litres per second at Tenterfield Transport Museum. Council and contractors met with NRAR 22/10 to discuss proceeding from Test Bore to Production Bore status.	B	
26/6/19	118/19 GOV35/19	<b>Tenterfield Shire Council Code of Conduct 2018, Procedures for the</b>	HR MCS,G&R			2/7/19	Updated documents placed on Council website.	B	

		<p><b>Administration of the Code of Conduct 2018 and Code of Meeting Practice 2018</b>  <b>Resolved</b> 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			16/09/19  24/10	Code of Conduct Training for Councillors & Staff to be arranged.  Dates for delivery of training being finalised.  Tentative 13 November 2019 – to be confirmed		
24/7/19	132/19 MM6/19	<p><b>Funding of Helicopter Landing Pads</b>  <b>Resolved</b> 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	133/19 MM7/19	<b>Survey for Waste Bin Service – Bryans Gap Road</b> <b>Resolved</b> that Council: (1) Undertakes a letter drop survey 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; and (2) That Council receive a report on outcomes and future proposed action.	M W&W			19/8/19  16/10	Letter has been drafted and is awaiting formatting and sending.  Report to November 2019 Council Meeting.	B	
24/7/19	134/19 COM6/19	<b>Mingoola Waste Transfer Station</b> <b>Resolved</b> that Council: (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 (2) Authorise the Chief Executive to sign the Licence; and (3) Resolve to conduct investigations and processes to compulsorily acquire the Licenced area by way of subdivision.	CCO M P&B			15/8/19  16/9/19  16/10/19	Licence application to be lodged.  Licence sent.  Further information to be supplied to Crown Lands	B	
24/7/19	136/19 ECO13/19	<b>Funding for Bridge Over the Clarence River on Hootons Road (Asset ID 13345, Bridge No 61112)</b> <b>Resolved</b> that Council:	Director Infrastructure			1/8	Letter outlining Council's resolution send to Kyogle Council.	B	



		<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> <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> <ul style="list-style-type: none"> <li>a) A fixed or variable interest rate loan; or</li> <li>b) Grant funding; or</li> <li>c) Use of unrestricted cash; or</li> <li>d) a combination of the above</li> </ul> <p>at the determination of the Chief Executive on advice from the Manager Finance &amp; 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>				16/8	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.		
24/7/19	150/19 RC15/19	<p><b>Reports of Committees &amp; Delegates - Tourism Advisory Committee (Tenterfield Meeting) - 3 July 2019</b></p> <p>Resolved that:</p>	CE A/MED&CE			20/8	Current mapping information shared with Committee.  Discussion re the formation of a Mountain	C	

		<p>(1) The report and recommendations from the Tourism Advisory Committee meeting of 3 July 2019 be received and noted; and</p> <p>(2) The Chief Executive be requested to have Council staff, in conjunction with the Tourism Advisory Committee, provide costings with regard to developing mountain biking services in the form of mapping, signage and marketing and that these costings be presented to the Tourism Advisory Committee; and</p> <p>(3) The Tourism Advisory Committee, together with Council staff, seek appropriate funding sources once an estimated cost has been established, to fund the development of mountain biking services in the form of mapping, signage and marketing.</p> <p>(4) Once costing and funding sources have been identified that they be presented to Council for approval, with the estimated cost and funding source to be included in the next available quarterly budget review together with details as to whether the work is to be outsourced to contractors or undertaken in-house by Council staff.</p>				17/10	<p>Bike Sub-Committee took place at Woodenbong Meeting of 19/8.</p> <p>GIS Officer to attend next meeting on 18/9 to discuss mapping options with the group.</p> <p>Refer to Minutes in Report of Committee to October 2019 Ordinary Council Meeting</p>		
28/8/19	156/19 COM8/19	<p><b>Stronger Country Communities Grant Program Round 3 Resolved</b> that Council:</p> <p>(1) Determines ten (10) priority local eligible projects (regardless of value) for consideration and support by</p>	CCO			8/9/19  27/9	<p>Under preparation. Due date for submission 27 September 2019.</p> <p>Application submitted.</p>	C	

		<p>Council in the current round of funding for the Stronger Country Communities Grant Program, these being:</p> <ol style="list-style-type: none"> <li>1 Steinbrook Hall Kitchen Extension &amp; Outdoor Tables and Chairs;</li> <li>2 Revitalisation of Drake Hall;</li> <li>3 Playground Enhancement at Torrington Park;</li> <li>4 Revitalisation of Tenterfield Sporting Ground Lights and Covered Seating - Rugby League Park;</li> <li>5 Shade cloth - Rotary Park;</li> <li>6 Shirley Park Cricket Net Replacement;</li> <li>7 Refurbishment Of Sunnyside Hall;</li> <li>8 Revitalisation of Tenterfield Sporting Ground Lights - Shirley Park;</li> <li>9 Installation of Covered Exercise Area Hockey Field; and</li> <li>10 Revitalisation of Tenterfield Sporting Ground Lights - Federation Park.</li> </ol> <p>(2) Prepares, supports and/or submits an application/s in the Stronger Country Communities Grant Program Round three (3), based on the list of priority projects or written support where there is nil financial impact on Councils Long Term Financial Plan.</p>							
28/8/19	157/19 ENV14/19	<p><b>Local Strategic Planning Statements</b>  <b>Resolved:</b> that Council commence the process of</p>	MP&DS			23/10	Councillor workshop to be conducted on 13 November 2019	B	

		developing a Local Strategic Planning Statement.							
28/8/19	172/19 NM5/19	<b>Notice of Motion – Request to Investigate Installation of a Glowing Pathway – Bruxner Park</b> <b>Resolved</b> that Council investigate the practicalities of installing a glowing pathway in Bruxner Park or other suitable locations, using existing pathways.	CCO MOSR&U			10/9/19  10/10/19	Item on Parks and Gardens meeting agenda for 19 September 2019.  Parks and Gardens Committee did not see value in the Bruxner Park Path or others with the exception of hazard identification, in appropriate locations.	C	
28/8/19	173/19 NM6/19	<b>Notice of Motion – Community Contributions &amp; Donations</b> <b>Resolved</b> that Council specify criteria around the community contributions and donations.	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	<b>Confidential Report – NEWGrid – Water Security</b> <b>Resolved</b> that Council: (1) Advocate to participate in the development and delivery of the National Water Grid project within the Tenterfield environs; and (2) Seek funding to complete all the assessments that will support a P90 cost estimate; and (3) Subject to a positive result, as determined by the Detailed Business Case, seek a further allocation to bring the project to shovel ready status.	CE		Yes 16/10/19	19/9 13/10	<b>Discussions ongoing.</b> <b>Announcement of \$24m for feasibility study for the Border Rivers Project on the Mole River.</b>  Discussions with Govt ongoing. Letter forwarded to Minister for Water requesting TSC be the proponent to complete the studies and Detailed Business Case.	B	
28/8/19	177/19 GOV53/19	<b>Confidential Report – Engagement of Superintendent’s Representative For Tenterfield Water Treatment Plant Replacement</b> <b>Resolved</b> that Council accepts the tender of MJM Environmental Pty Ltd for RFT	Director Infrastructure			19/9  1/10	To be actioned by end September 2019  MJM Environmental Pty Ltd appointed.	C	

		16-18/19 Engagement of Consultants for a Superintendent's Representative for the Tenterfield Water Treatment Plant Replacement in the amount of \$347,050.00 (including GST) and disbursements.							
25/9/19	179/19 GOV54/19	<b>Election of Deputy Mayor – 2019 to 2020</b> <b>Resolved</b> that: (1) Ms Kerri Swain, as Returning Officer, call for nominations for the election of Deputy Mayor and Council determine the form of ballot to be used if so required. (2) Following the election, the Returning Officer declared Cr Greg Sauer elected as Deputy Mayor for the period September 2019 to September 2020.	EA&M		Yes 3/10/19	26/9	Notification to LGNSW and Office of Local Govt	C	
25/9/19	180/19 GOV55/19	<b>Council Delegates on Committees, External Boards &amp; Associations</b> <b>Resolved</b> that: (1) Council adopt the inclusion of a new Specific Purpose Committee, being the Youth Advisory Committee and determine the representation thereon; (2) Council endorse the representation on external bodies, specific purpose committees and other associations as listed below for the proceeding twelve (12) months; (3) That Council endorse the timetable for the Community Engagement	EA&M			26/9	Youth Advisory Committee – Council Delegates are Mayor & Deputy Mayor & Cr Bronwyn Petrie – initial meeting to be arranged.  2019-2020 Committee Register to be updated and presented to Council for adoption. Delegates to other Committees, etc remain as is.  Arrangements for meetings to be finalised.	B	

		<p>Forums as follows (subject to confirmation of venues):</p> <p>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 3/6/19 – 7pm Our Economy – Liston 2/6/19 – 7pm</p>							
25/9/19	181/19 GOV56/19	<p><b>Council Meeting Order of Business &amp; Schedule of Meetings for 2019/2020 Resolved</b> that:</p> <p>(1) Ordinary Council Meetings be held in each month of the calendar year with the exception of January 2020;</p> <p>(2) Council Meetings be held on the fourth Wednesday of the meeting month commencing at 9.30 am, with the exception of December 2019 which will be held on the third Wednesday of the month; and</p> <p>(3) Ordinary Council Meetings be held each month at the Council Chambers in Tenterfield with the exception of February 2020 (Legume) and August 2020 (Drake).</p> <p>(4) Council no longer hold an Extraordinary Meeting in September for election of Mayor/Deputy Mayor, election of Council representation on Committees and determination of the schedule for Council meetings for the proceeding year; and</p>	EA&M			26/9	<p>Letters to be forwarded to Legume &amp; Drake Progress Associations requesting to hold Council Meeting.</p> <p>Code of Meeting Practice to be amended.</p>	B	

		(5) Council's Code of Meeting Practice be amended to reflect the removal of the requirement to hold pre-meeting briefing sessions.							
25/9/19	183/19 MIN8/19	<b>Confirmation of Previous Minutes</b> <b>Resolved</b> that the Minutes of the following Meeting of Tenterfield Shire Council: <input type="checkbox"/> Ordinary Council Meeting – 28 August 2019 as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.	EA&M			10/10	Noted and actioned on website.	C	
25/9/19	185/19 URGENT ITEM	<b>Urgent Item – Installation of Emergency Sirens – Tenterfield Town</b> <b>Resolved</b> that the Chief Executive provide a report to the October 2019 Council Meeting regarding the installation of emergency sirens in Tenterfield township to alert residents to imminent risks.	CE/LEMO			9/10  17/10	Referred to Local Emergency Management Committee.  Refer to Council Report 30/10.	C	
25/9/19	188/19 COM9/19	<b>Artstate Tamworth – 31 October to 3 November 2013</b> <b>Resolved</b> that Council endorse the attendance of Arts Northwest Board Member, Cr Gary Verri at Artstate Tamworth from Thursday, 31 October to Sunday, 3 November 2019, however due to the drought conditions, Council nominate an alternate councillor if Cr Verri is unable to attend – this being Cr Bob Rogan.	EA&M			15/10	Arrangements made. Cr Rogan to attend.	C	
25/9/19	189/19 COM10/19	<b>Lease to Tenterfield &amp; District Community FM Radio Association Inc –</b>	CCO PS			8/10	Lease is being drafted by Council's solicitor and	B	

		<p><b>142 Manners Street, Tenterfield</b>  <b>Resolved</b> that Council:</p> <p>(1) Determines Option B and removes Clause (f) from the Financial Contribution Agreement between Tenterfield Shire Council and Tenterfield &amp; 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 &amp; 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>					will be submitted to the lessees shortly.		
25/9/19	190/19 COM11/19	<p><b>Draft Footpath Activities Policy &amp; Amendment to Local Approvals Policy No. 3.121</b>  <b>Resolved</b> that Council:</p> <p>(1) Places on public exhibition the new draft Footpath Activities Policy, as per Attachment 1 (Booklet 1) for a period of 28 days; and</p> <p>(2) Places on public exhibition the Local Approvals Policy as amended as per</p>	EA&M COO			27/9	Documents placed on public exhibition with submissions closing 11/11.	B	



		<p>Attachment 2 (Booklet 1) for a period of 28 days; and</p> <p>(3) Accepts submissions to the Draft Footpath Activities Policy and Local Approvals Policy for a period of 42 days; and</p> <p>(4) Adopts the new Footpath Activities Policy and amended Local Approvals Policy, effective 11 November 2019, should no submissions be received; and</p> <p>(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.</p>							
25/9/19	191/19 ENV18/19	<p><b>Amendment to 2019/2020 Fees &amp; Charges – Water Network – Bulk Water Sales from Council’s Standpipe</b></p> <p><b>Resolved</b> that Council:</p> <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>	CCO MF&T			21/10/19	Increase has been suspended until a further determination is made by the Chief Executive as per part 3 of the Council Resolution.	B	

25/9/19	192/19 ENV19/19	<b>Relief for Not for Profit Organisations Impacted by September 2019 Fire Event – Waste Charges</b> <b>Resolved</b> 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.	MW&W MF&T			18/10/ 2019	Council staff have created a tally for fees to support the donation of Council	B	
25/9/19	193/19 GOV57/19	<b>Monthly Operational Report – August 2019</b> <b>Resolved</b> that Council receives and notes the status of the Monthly Operational Report for August 2019.	EA&M			10/10	Uploaded to Council's website.	C	
25/9/19	194/19 GOV58/19	<b>Local Roads &amp; Transport Congress 2019 – Hahndorf, South Australia – 18 to 20 November 2019</b> <b>Resolved</b> that Council: (1) Approve the attendance of Mayor Peter Petty, Chief Executive Terry Dodds and Acting/Director Engineering / Infrastructure Fiona Keneally at the 2019 Local Roads & Transport Congress in Hahndorf, South Australia – 18 to 20 November 2019; and (2) Delegate the functions of the Chief Executive to the Chief Corporate Officer during the period of absence of the Chief Executive at the 2019 Local Roads & Transport Congress.	EA&M  MCS,G&R			16/10  16/10	Conference bookings and arrangements made.  Delegation noted in Chief Executive's Delegations.	C	
25/9/19	195/19 GOV63/19	<b>Christmas/New Year Closedown – 2019/2020</b> <b>Resolved</b> that Council endorse the closedown periods for the Christmas / New Year 2019/2020 period as follows:	EA&M			2/10	Managers advised of closedown dates. Memo to all staff to be prepared and memo to Councillors	B	

		<input type="checkbox"/> Indoor staff – close of business Friday, 20 December 2019, reopening Thursday, 2 January 2020; <input type="checkbox"/> Outdoor staff – close of business Thursday, 19 December 2019, reopening Monday, 6 January 2020.					provided closer to the closedown period.		
25/9/19	196/19 GOV59/19	<p><b>2018/2019 Financial Statements to be Referred for Audit Resolved:</b></p> <p>(1) That, in relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):</p> <p>a) Council resolves that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2019 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations there under.</p> <p>b) That the Financial Statements be approved and signed by the Mayor the Deputy Mayor, the Chief Executive Officer and the Responsible Accounting Officer.</p> <p>(2) That the Financial Statements be referred to Council's Auditor for audit.</p> <p>(3) That the audited Financial Statements be</p>	CCO MF&T			21/10/19	Financial Statements are completed. Council is awaiting final report from the Audit Office before submitting to the OLG by 31 October 2019.	B	

		<p>forwarded to the Office of Local Government by 31 October 2019.</p> <p>(4) That the Chief Executive Officer be delegated authority to, after Council receives a copy of the Audited Financial Statements and Auditor's report, place the Audited Financial Statements on public exhibition from Friday, 1 November 2019 and that notice be given that Council will present its Audited Financial Statements at the Ordinary Council Meeting to be held on 27 November 2019.</p> <p>(5) That the audited Financial Statements be presented at the meeting of Council to be held on 27 November 2019 in accordance with Section 419(1) of the Local Government Act 1993 (as amended).</p>							
25/9/19	197/19 GOV60/19	<p><b>Finance &amp; Accounts – Period Ended 31 August 2019</b></p> <p><b>Resolved</b> that Council receive and note the Finance and Accounts Report for the period ended 31 August 2019.</p>	MF&T			26/9	Noted	C	
25/9/19	198/19 GOV61/19	<p><b>Capital Expenditure Report as at 31 August 2019</b></p> <p><b>Resolved</b> that Council receive and note the Capital Expenditure Report for the period ended 31 August 2019.</p>	MF&T			26/9	Noted	C	
25/9/19	199/19 GOV62/19	<p><b>Council Submission – Review of Reporting and Compliance Burdens on Local Government (Regulatory Burdens)</b></p> <p><b>Resolved</b> that Council:</p> <p>(1) Notes the Review of Reporting and Compliance burdens on Local Government</p>	CCO MF&T			21/10/19	Completed submitted by and the deadline.	C	

		<p>(Regulatory Burdens) Final Report,</p> <p>(2) Notes Council's draft response to the Review of Reporting and Compliance burdens on Local Government (Regulatory Burdens) Final Report;</p> <p>(3) Advises of any changes required to Council's draft response to the Review of Reporting and Compliance burdens on Local Government (Regulatory Burdens) Final Report, these being that Recommendation 7 be amended to a substantially higher amount and that Recommendation 32 be supported but with some commentary to ensure it is not used to engage staff on a temporary basis in positions which are ongoing in nature;</p> <p>(4) Endorses Council's proposed submission, incorporating any changes as a result of Recommendation (3), in response to the Review of Reporting and Compliance burdens on Local Government (Regulatory Burdens) Final Report.</p>							
25/9/19	200/19 GOV64/19	<b>Sustaining the Regions 2019 – Sydney – Tuesday, 1 &amp; Wednesday, 2 October 2019</b>	EA&M			15/10	Noted in Register	C	

		<b>Resolved</b> that Council approve the attendance of Mayor Peter Petty at the Local Government NSW forum, <i>Sustaining the Regions 2019</i> to be held in Sydney on 1 and 2 October 2019							
25/9/19	201/19 RC18/19	<b>Reports of Committees &amp; Delegates – Sir Henry Parkes Memorial School of Arts Joint Management Committee – 15 August 2019</b> <b>Resolved</b> that the report of the Sir Henry Parkes Memorial School of Arts Joint Management Committee meeting of 14 March 2019 be received and noted.	MED&CE EA&M			30/9	Noted	C	
25/9/19	202/19 RC19/19	<b>Reports of Committees &amp; Delegates – Audit &amp; Risk Committee – 11 September 2019</b> <b>Resolved</b> that the report and actions of Audit & Risk Committee Meeting of Wednesday, 11 September 2019 be received and noted.	MCS,G&R EA&M			30/9	Noted	C	
25/9/19	203/19 RES8/19	<b>Council Resolution Register – September 2019</b> <b>Resolved</b> that Council notes the status of the Council Resolution Register to September 2019.	EA&M			30/9	Noted	C	
17/10/19	205/19 ENV20/19	<b>Tenterfield Water Security – Amendment to Level 4.5 Water Restrictions</b> <b>Resolved</b> that Council introduce a new interim water restriction classification of 4.7 to the Drought Management Plan which aims to ban: (a) The use of automatic stock troughs from mains water from 1 November, and; (b) Residential use of hand held watering with	CE MW&W EA&M		Yes 21/10	18/10	Notifications prepared. Noted on website and alert on TSC Mobile app	C	

		garden hoses from 1 November 2019.							
17/10/19	206/19 ENV20/19	<b>Tenterfield Water Security – Amendment to Level 4.5 Water Restrictions</b> <b>Resolved</b> 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			18/10	As part of the Emergency Water Augmentation Project started drafting response to Deed which will include investigations of other water sources.	B	