



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING 21 DECEMBER 2016

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the Tenterfield Shire Council Chambers, on **Wednesday, 21 December 2016** commencing at **9.30 am**.

Damien Connor
General Manager

COMMUNITY CONSULTATION – PUBLIC ACCESS

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

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

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

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

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

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

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

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

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

CONFLICT OF INTERESTS

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

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

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

Remoteness

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

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

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

Relatives, Partners

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

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

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

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

No Interest in the Matter

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

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

Disclosure and participation in meetings

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

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

Participation in Meetings Despite Pecuniary Interest (S 452 Act)

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

Non-pecuniary Interests - Must be disclosed in meetings.

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

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

Disclosures to be Recorded (s 453 Act)

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

~~o0o~~~

ORDER OF BUSINESS

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

AGENDA

1. OPENING & WELCOME

2. (A) OPENING PRAYER

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

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

(B) ACKNOWLEDGEMENT OF COUNTRY

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

3. APOLOGIES

4. DISCLOSURES & DECLARATIONS OF INTEREST

5. CONFIRMATION OF PREVIOUS MINUTES

Recommendation

That the Minutes of the Ordinary Council meeting held on Wednesday, 23 November 2016 as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.

6. TABLING OF DOCUMENTS

7. URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

9. MAYORAL MINUTE

10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

Recommendation

That the following Items be considered in the Confidential Section of the Meeting:

- ECO11/16 - Sale of Industrial Land – Lot 9
- GOV37/16 – Appointment Terms – General Manager Damien Connor

11. OPEN COUNCIL REPORTS

• OUR COMMUNITY

• OUR ECONOMY

(ITEM ECO9/16)	NATIONAL LOCAL ROADS & TRANSPORT CONGRESS 2016.....	7
(ITEM ECO10/16)	MARYLAND-CULLENDORE ROAD & BOONOO BOONOO FALLS ROAD - CLOSURE OF A SECTION OF EACH ROAD THROUGH THE NATIONAL PARK.....	15

• OUR ENVIRONMENT

(ITEM ENV53/16)	PLANNING/DEVELOPMENT UPDATE.....	19
-----------------	----------------------------------	----

• OUR GOVERNANCE

(ITEM GOV32/16)	CODE OF CONDUCT COMPLAINTS STATISTICS REPORT	25
(ITEM GOV33/16)	POLICY AMENDMENT - SEWERAGE AVAILABILITY CHARGES.....	28
(ITEM GOV34/16)	LONG TERM FINANCIAL PLAN PERFORMANCE INDICATOR RESULTS 2015/16.....	32
(ITEM GOV35/16)	FINANCE AND ACCOUNTS	35
(ITEM GOV36/16)	POSTED EXPENDITURE REPORT	37

12. REPORTS OF DELEGATES & COMMITTEES

(ITEM RC41/16)	REPORTS OF COMMITTEES & DELEGATES - 2016 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - 16 TO 18 OCTOBER 2016	39
----------------	---	----

13. NOTICES OF MOTION

(ITEM NM17/16)	REMOVAL OF MARRIAGE EQUALITY PROCLAMATION.....	41
(ITEM NM18/16)	REINSTATE NON-DENOMINATIONAL SERVICE IN AUSTRALIA DAY CELEBRATIONS	45

(ITEM NM19/16)	DEDICATION OF FUNDS FOR UPKEEP OF THE MEMORIAL BATHS	51
(ITEM NM20/16)	OPERATIONAL OPTIONS - TENTERFIELD VISITOR INFORMATION CENTRE	54

14. RESOLUTION REGISTER

(ITEM RES5/16)	COUNCIL RESOLUTION REGISTER - DECEMBER 2016	58
----------------	---	----

15. CONFIDENTIAL BUSINESS

(ITEM ECO11/16)	SALE OF INDUSTRIAL LAND - LOT 9
-----------------	---------------------------------

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

(ITEM GOV37/16)	APPOINTMENT TERMS - GENERAL MANAGER DAMIEN CONNOR
-----------------	--

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

16. MEETING CLOSED

Department:	Engineering Services
Submitted by:	Mayor and Director Engineering Services
Reference:	ITEM ECO9/16
Subject:	National Local Roads & Transport Congress 2016

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Key Priority Focus Area 2 – Our Infrastructure
Strategy:	Direction 2.1 – Ensure a safe and efficient road network for all road users
Action:	2.1d – Undertake traffic planning to facilitate safe and efficient traffic flows and pedestrian movements

SUMMARY

The purpose of this report is to provide Council with a brief overview of the 2016 National Local Roads and Transport Congress, which was held at Toowoomba in Queensland from 9 to 11 November 2016.

OFFICER'S RECOMMENDATION:

That Council receive and note the report of the Mayor and Director Engineering Services regarding attendance at the 2016 National Local Roads and Transport Congress at Toowoomba on the 9 to 11 November 2016.

BACKGROUND

The 2016 National Local Roads and Transport Congress was held at Toowoomba in Queensland from 9 to 11 November 2016. The Congress was attended by Mayor Cr Peter Petty, Cr Gary Verri, Council's General Manager Damien Connor and Council's Director Engineering Services Stephen Bell.

The Congress continues to play an important role in influencing the Federal Government and Opposition on road, transport and infrastructure policies. A key objective of the Congress is to highlight the importance of key issues such as Federal funding in overcoming road, transport and infrastructure challenges and to reinforce the need for increased funding under the Financial Assistance Grant, Roads to Recovery program and other State and Federal grants.

The Congress explored the theme of *Local Infrastructure – Developing Regions*, focusing on the value and importance of strong regional and local collaboration and how those connections contribute to Australia's economic competitiveness. The Congress emphasised how local government can sustainably manage its transport networks, infrastructure and systems. It also dealt with assisting local government to meet their infrastructure responsibilities while facilitating an efficient transport network to support local industry and prosperity.

More than 200 representatives from various local governments across Australia attended the Congress in Toowoomba.

Our Economy No. 9 Cont...

REPORT:

The following is a snapshot, in no apparent order, of the presentations made by key speakers at the Congress.

1. Tour of Toowoomba – 9th October 2016

Mayor Cr Peter Petty and Cr Gary Verri undertook a tour of Toowoomba, with the following inspections undertaken:

- Second Toowoomba Range crossing – due for completion by 2018;
- New transport hub on the north-western side of Toowoomba – 2,000 ha in area;
- Brisbane West Wellcamp Airport, including being provided with an update;
- Inland Rail where it connects with Toowoomba;
- Toowoomba Showground - Heavy Vehicle Transport display by the National Heavy Vehicle Regulator.

2. ALGA President – Mayor David O’Loughlin

Mayor O’Loughlin officially welcomed delegates to the 2016 Congress as the newly elected ALGA President. The Mayor thanked outgoing President, Mayor Troy Pickard, for the tireless work that he had undertaken over the past 2 years.

The Mayor outlined the role of ALGA and what this organisation has achieved to date. He outlined what he wanted to achieve during his term as President, with a heavy focus on continuing to actively lobby the Federal Government to double the Roads to Recovery (R2R) funding allocation to local government, improving road safety, and ensuring that infrastructure provision meets the increasing demands of the freight task. In this regard, Mayor O’Loughlin indicated that the freight task is expected to treble by 2050, with roads built decades ago not able to meet the increased transport demands without funding from the State and Federal Governments.

Mayor O’Loughlin advised that \$19.4 billion in funding is required to restore the roads network across Australia.

**3. The Hon Darren Chester MP – Minister for Infrastructure and Transport**

The Minister highlighted his commitment to road safety - having safer drivers in safer cars on safer roads. In the past twelve months, more than 1,200 people lost

Our Economy No. 9 Cont...

their lives on our roads, and the number of serious injuries as a result of motor vehicle crashes appear to be increasing. The Minister stated that statistic this is unacceptable and must be arrested. As a road safety priority, work will be undertaken in the first half of 2017 to identify stronger actions and outcomes for the next National Road Safety Action Plan, which is due to commence in 2018.



The Minister acknowledged that for many local governments, the largest expenditures are around local roads and bridges. R2R was introduced by the Coalition Government well over a decade ago in recognition of the growing backlog in local road maintenance and the challenges facing Councils. The R2R program is a valued partnership between the Federal Government and Local Governments. The Minister highlighted that the government listened and acted on the concerns raised by ALGA and Local Government, as well as transport industry, regarding funding levels and the extension of the programme.

From 2014/15 to 2018/19 the Federal Government will provide \$3.2 billion in R2R funding, a significant increase to the program. The legislation has been amended so there is no longer a completion date for the R2R program. All that is required to take it past the five-year extension to 2019 is an appropriation by the Government of the day.

The Federal Government has introduced a \$360 million Bridges Renewal Program to assist Local Government to upgrade its aged and deteriorated bridges. In addition, the Government has committed \$500 million to the Black Spot Programme from 2014/15 to 2018/19. This includes an additional \$200 million over two years from 2015/16 to improve road safety across the nation. The programs eligibility criteria has been broadened to assist local communities to compete for the additional funding.

4. Hon Anthony Albanese MP –Shadow Minister for Infrastructure, Transport, Cities and Regional Development

The Shadow Minister said it is critical that our roads are appropriately maintained and that new road construction keeps pace with development for two key reasons, these being:

- a) Road safety; and

Our Economy No. 9 Cont...

b) The economy.

If roads are 'fit for purpose' and kept in good condition, they facilitate the safe and efficient passage of goods and people throughout communities. This boosts productivity, leading to economic productivity and jobs growth. He further stated that if we are serious in our desire to ensure there are jobs for our children and grandchildren, we must accept that we have a responsibility to keep our road network in good shape.

The Shadow Minister highlighted that local government relies heavily on the Financial Assistance Grant for road maintenance and construction. It is the opinion of the Shadow Minister that the Federal Government's decision in the 2014 Budget to freeze indexation of the Financial Assistance Grant until 2017/18 is a poor decision. The cuts have not only affected road construction and maintenance, but have forced Councils to reduce or review other services due to funding restrictions.

The Shadow Minister stressed the importance of the R2R program to Local Government and that leverage by the opposition will be applied to the Federal Government to continue the program and increase the funding limits.

5. Key Note Address – Martin Matthews (Former CEO Ministry of Transport, NZ)

Martin Matthews stated that the transport system is what connects most businesses to their markets and people to their work. A poor functioning transport system will reduce productivity and business competitiveness, something that is vital for a trading nation like Australia.

Investment in transport has historically been a significant driver of economic growth and improved productivity. For example, investment in railways in the late 19th century made farming and other industry viable in areas that were once too difficult to access or too remote from their markets.

Transport investment has also allowed business access to a much broader labour market. Public Transport and the increased levels of personal mobility, has increased the distances people are able to travel to work. Consequently, the size of the labour market available to businesses has increased markedly.

Transport has opened up new and larger markets that have allowed businesses and GDP to grow. Shipping has provided Australia access to new international markets for primary products. In recent decades, aviation has provided the basis for today's thriving tourism industry, and the ability to export high value, time sensitive, products almost anywhere in the world.

Martin posed the question as to whether over the next decade or so this will be a period to focus on how we enhance the performance of an established system, or whether it will be a period where our actions could help a new paradigm take hold. Martin is of the opinion that we needed to be open to a new paradigm, that is, to challenge our thinking on transport and mobility.

The prize will be the ability to re-think investment strategies, possibly avoiding the need to extract billions of dollars from tax payers and businesses in the future. A longer term transport investment strategy may well require very different thinking about how we support continued economic growth and productivity in regional Australia, compared with the big cities.

Martin is of the view that we need to think very differently about the way we plan and allocate funding if we are going to seize the opportunities in regards to meeting over transport and mobility challenges. The Federal, State local

Our Economy No. 9 Cont...

Governments will need to work more collaboratively to manage the next paradigm shift in the transport system.

6. National Heavy Vehicle Regulator - Chief Executive Officer, Sal Petrocchio

Reinforced the key role local government plays, through the use of their road networks, in boosting national productivity. The NHVR recognises that local roads have always been local government assets and the Heavy Vehicle National legislation permits councils to make decisions on the use of those assets and set appropriate, but fair, conditions.

Access to the 'first and last mile' is critical for heavy vehicle operators and Sal Petrocchio encouraged local government to open up their road network to facilitate greater economic opportunities. By utilizing pre-approvals and gazette notices for agreed routes, councils have the opportunity to make the most efficient use of their resources, allowing them time to focus on more complex applications.

The NHVR works with more than 400 road managers, utility providers and rail authorities to coordinate heavy vehicle access to local roads and the Regulator's focus is to support local government to make timely and considered decisions on requests for access.



7. Nicole Spencer General Manager – Department of Infrastructure and Regional Development

Nicole Spencer spoke about land transport market reform. She indicated that the current system has significant challenges, these being:

- It is complicated and not transparent;
- It is inequitable;
- It is unsustainable, with existing revenues such as fuel excising declining;
- It is inefficient; and
- Maintenance and investment decisions are not responsive to demand.

Nicole Spencer indicated that a future market for road services is likely to encompass:

- Revenue and investment sustainability via a network access charge;
- Freight productivity, including heavy vehicle changes; and

Our Economy No. 9 Cont...

- Demand management, that is, to maximise the productive use of the transport network during peak periods through congestion and peak period charges.

8. AustRoads Data Standard – Angus Dranheim

Angus spoke about a Data Standard which is being developed by AustRoads. The purpose of the Data Standard is to define common asset data language for use by the industry.

Currently, asset data is:

- Incomplete, different and contained within numerous data sets and there is a need to convert them into useable formats;
- Governments cannot attribute or differentiate costs to users; and
- Innovation, investment and greater economic efficiency across the transport system is limited.

The new Data Standard will:

- establish a common understanding of the meaning of the asset data;
- ensure the correct and proper use and interpretation of the asset data;
- ensure asset data specifications are specific to the data that is typically and routinely used for road management and investment purposes; and
- it provides consistency in data definition and format for the benefit of all users.

9. Inland Rail Project – Richard Wood (ARTC)

Richard Wood spoke on the Inland Rail project, providing an update on progress to date. He advised that the inland rail project will enhance our existing national rail network and serve the interstate freight market through provision of a faster, more efficient route that bypasses the Sydney rail network and by allowing the use of double stacked trains along its length.

Key facts are as follows:

- Inland Rail will deliver a transit time for freight between Melbourne and Brisbane that is competitive with road;
- The route will be approximately 1,730 km in length
- Inland Rail will use the existing interstate rail line through Victoria and southern NSW but will also require approximately 400 km of track upgrades and approximately 600 km of new track
- 300km of new railway line is located in the Toowoomba section of the route
- Inland rail is a 10.5 billion project, which will be delivered over a ten year timeframe
- Currently, 894 million is committed to project delivery
- 85 fulltime staff working on delivery of this nation building project

Our Economy No. 9 Cont...

- Designed to be a 24 hour trip from Melbourne to Brisbane

The ARTC has been tasked with developing a ten year program to deliver the project, under the guidance of the Inland Rail Implementation Group.

10. Dr Andrew Higgins - Principal Research Scientist CSIRO - CSIRO Transport Network Strategic Investment Tool (TraNSIT)

Agriculture supply chains in Australia are characterized by transport distances of over 1000km between production, processing and markets, with transport costs accounting for up to 40% of the market price. While infrastructure investment and policy changes may assist to reduce costs across the agricultural sector, it has not been possible to evaluate the 'whole system' to ensure that infrastructure investment maximises whole of industry productivity.

Dr Higgins provided an overview of the CSIRO model TraNSIT, which is a system designed to analyse small to large scale investments in the agriculture supply chain. TraNSIT works by analysing every possible combination of transport routes and modes (i.e. road, rail) and determining those that optimise vehicle movements between enterprises in the agriculture supply chain. It incorporates factors such as road/rail condition, temporary closures and diversions and the availability of supporting facilities such as truck stops and holding yards. It can be used to manage logistics costs for individual enterprises or whole industries.

11. Partnerships for Improved Infrastructure: Regional Road Planning Initiatives – Presentation by Mayor Peter Petty and Stephen Bell (Tenterfield Shire Council)

Mayor Cr Peter Petty and Director Engineering Services Stephen Bell were invited to participate in a panel discussion about the need for and effectiveness of groups, such as the Legume to Woodenbong Road Alliance, to raise awareness of key transport issues impacting local government at a regional level. The discussion centered on the reason why the Legume to Woodenbong Road Alliance was established, the composition of the alliance, and the work that the road alliance has undertaken over many years to raise the profile of Mt Lindesay Road, culminating in the allocation of a significant amount of funding for its upgrade.

The presentation was well received by Congress delegates. At Attachment 1 (Booklet 1) is the Case Study presented at the Congress.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

N/A

2. Policy and Regulation

Nil

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

Our Economy No. 9 Cont...

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

N/A

Cr Peter Petty
Mayor

Stephen Bell
Director Engineering Services

Prepared by staff member: Peter Petty, Mayor; Stephen Bell, Director Engineering Services

Approved/Reviewed by Manager: Stephen Bell, Director Engineering Services

Department: Engineering Services

Attachments: **1** Attachment 1 (Booklet 1) - Case Study 5 - Legume to Woodenbong Road Alliance, NSW & Qld **1** Page

Department:	Engineering Services
Submitted by:	Director Engineering Services
Reference:	ITEM ECO10/16
Subject:	Maryland-Cullendore Road & Boonoo Boonoo Falls Road - Closure of a section of each road through the National Park

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Key Priority Focus Area 2 – Our Infrastructure
Strategy:	Direction 2.1 – Ensure a safe and efficient road network for all road users.
Action:	2.1a – Roads and bridges will be well designed, constructed and efficiently maintained.

SUMMARY

The purpose of this report is to provide an update to Council on the proposed road closures of both Maryland-Cullendore Road and Boonoo Boonoo Falls Road within the boundaries of the adjacent National Parks. Both roads have previously been resolved by Council to be closed, with the care and control of each section of road to be under the jurisdiction of the National Parks and Wildlife Service (NPWS).

OFFICER'S RECOMMENDATION:

That Council:

- 1. Proceed with the closing of a section of Maryland-Cullendore Road within the boundary of the Maryland National Park, with the closed section of road to be under the care and control of the NPWS in accordance with a previous Council resolution of March 2006 (CM193/06);**
- 2. Proceed with the closing of a section of Boonoo Boonoo Falls Road within the boundary of the Boonoo Boonoo National Park, with the closed section of road to be under the care and control of the NPWS in accordance with a previous Council resolution of June 2006 (CM403/06);**
- 3. Write to the NPWS advising of Council's resolution to formally transfer the care and control of a section of Maryland-Cullendore Road within the boundary of the Maryland National Park and Boonoo Boonoo Falls Road within the boundary of the Boonoo Boonoo National Park to the NPWS;**
- 4. Is prepared to transfer the care and control of a section of Maryland-Cullendore Road within the boundary of the Maryland National Park and Boonoo Boonoo Falls Road within the boundary of the Boonoo Boonoo National Park subject to each section of road being available for access to the Rural Fire Service and other emergency service agencies and no costs being borne by Council to formally close the road;**
- 5. Once the subject sections of road are closed within each National Park boundary, Council proceed with renaming the sections of road affected by the closure of Maryland-Cullendore Road.**

Our Economy No. 10 Cont...

BACKGROUND

Maryland National Park

In March 2006, Council considered a report on the dedication of the Maryland National Park and its effect on the local road network, particularly Maryland-Cullendore Road which was previously maintained by Council. At its March 2006 meeting, Council resolved (CM193/06) to consent to the closure of part of the dedicated road known as Maryland-Cullendore Road within the boundaries of the new Maryland National Park and return control to the National Parks & Wildlife Service (NPWS).

In June 2010, Council submitted a Road Closure Application to the then Land & Property Management Authority and paid relevant fees for the application process. This Application was to close the unnecessary public road contained within Lot 71 DP 751071 adjacent to Lots 71 and 72 DP 751071 and return control of the road to the NPWS. It was assigned road closing application number of W468230.

Council sent correspondence to the then Crown Lands Division in January 2012 advising that no objections had been received and requested the Department to expedite the application to enable the closure of this section of road to proceed. Due to the backlog of the amount of applications currently being processed by the now Department Primary Industries (Crown Lands), this road closure application has not yet been finalised.

Council Officers have been liaising with NPWS who have requested that the Maryland-Cullendore Road closure be finalised. NPWS have requested a letter from Council advising of consent to proceed as this would suffice to have these matters completed as they are not required to be closed through the road closure process. The NPWS Reserve Establishment Team investigates the potential addition including access requirements of adjoining landholders to the closed section of road. This process will be investigated once NPWS receive a letter from Council confirming that the roads can be added to the adjoining Maryland National Park.

A map is provided at Attachment 2 (Booklet 1) showing the subject section of Maryland-Cullendore Road within the boundaries of the Maryland National Park that were previously approved for closure by NSW Crown Land (shown red).

Boonoo Boonoo National Park

In June 2006, Council considered a request from the NPWS to close part of Boonoo Boonoo Falls Road through the Boonoo Boonoo National Park. Council resolved at this meeting (CM403/06) to consent to the closure of part of the dedicated road known as Boonoo Boonoo Falls Road within the boundaries of the Boonoo Boonoo National Park and return control of the road to the NPWS.

In June 2010, Council submitted a Road Closure Application to the then Land & Property Management Authority and paid relevant fees for the application process. This Application was to close the unnecessary public road contained within Portion R73842 in Colongon Parish and contained in part of Boorook State Forest No. 841 within Gilgurry Parish R40234. It was assigned road closing application number of W468231.

Council sent correspondence to the then Crown Lands Division in January 2012 advising that no objections had been received and requested the Department to expedite the applications to enable the closure of this section of road to proceed.

Our Economy No. 10 Cont...

Due to the backlog of the amount of applications currently being processed by the now Department Primary Industries (Crown Lands), this road closure application has not yet been finalised.

Council Officers have been liaising with NPWS who have requested that the Boonoo Boonoo Falls Road closure be finalised. NPWS have requested a letter from Council advising of consent to proceed as this would suffice to have these matters completed as they are not required to be closed through the road closure process. The NPWS Reserve Establishment Team investigates the potential addition including access requirements of adjoining landholders to the closed section of road. This process will be investigated once NPWS receive a letter from Council confirming that the roads can be added to the adjoining Boonoo Boonoo National Park.

A map is provided at Attachment 3 (Booklet 1) showing the subject section of Boonoo Boonoo Falls Road within the boundaries of the Boonoo Boonoo National Park that were previously approved for closure by NSW Crown Land (shown red).

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

The NPWS Reserve Establishment Team investigates the potential addition of these roads to the National Parks, including access requirements of adjoining landholders. This process will be investigated once NPWS receive a letter from Council that the roads can be added to the adjoining National Park.

2. Policy and Regulation

- National Parks & Wildlife Act 1974;
- Roads Act 1993;
- Crown Lands Act 1989
- *Road Network Management Plan*
- *Road Network Asset Management Plan*

3. Financial (Annual Budget & LTFP)

As Council will be transferring control of a section of Maryland-Cullendore Road and Boonoo Boonoo Falls Road to the NPWS, the annual financial assistance grant paid by the Federal Government to Council may be affected as a result of a reduction in the road network length.

4. Asset Management (AMS)

Council does not currently maintain the subject section of Maryland-Cullendore Road or Boonoo Boonoo Falls Road. Therefore, there is no change to the Asset Management Strategy or Road Network Management Plan.

If the road closure proceeds, Council would be required to re-name the two (2) sections of road on either side of the Maryland National Park as the road would be dissected into two unique sections. Renaming of the subject roads will avoid any unnecessary confusion to the local community and travelling public.

5. Workforce (WMS)

Nil.

Our Economy No. 10 Cont...

6. Legal and Risk Management

Council does not currently maintain the subject section of Maryland-Cullendore Road or Boonoo Boonoo Falls Road. Once the subject section of road is closed the care and control of each section of road will be returned to the NPWS.

If Council is unwilling to transfer the subject section of Maryland-Cullendore Road to the NPWS, Council could elect in the future to construct the section of road as a properly constructed through road to service the needs of the local community, travelling public and to facilitate good traffic flow on the local road network.

7. Performance Measures

Nil.

8. Project Management

Nil.

Stephen Bell
Director Engineering Services

Prepared by staff member:	Jessica Gibbins, Engineering Officer						
Approved/Reviewed by Manager:	Stephen Bell, Director Engineering Services						
Department:	Engineering Services						
Attachments:	<table><tbody><tr><td>1</td><td>Attachment 2 (Booklet 1) - Map - Maryland-Cullendore Road</td><td>1 Page</td></tr><tr><td>2</td><td>Attachment 3 (Booklet 1) - Map - Boonoo Boonoo Falls Road</td><td>1 Page</td></tr></tbody></table>	1	Attachment 2 (Booklet 1) - Map - Maryland-Cullendore Road	1 Page	2	Attachment 3 (Booklet 1) - Map - Boonoo Boonoo Falls Road	1 Page
1	Attachment 2 (Booklet 1) - Map - Maryland-Cullendore Road	1 Page					
2	Attachment 3 (Booklet 1) - Map - Boonoo Boonoo Falls Road	1 Page					

Department:	Strategic Planning and Environmental Services
Submitted by:	Director Strategic Planning & Environmental Services
Reference:	ITEM ENV53/16
Subject:	Planning/Development Update

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	DIRECTION 1.5 – Land use planning strategies and policies enhance and support sustainable economic growth.
Strategy:	STRATEGY 1.5b – Exercise Council’s statutory functions under the EPAA 1979 properly and equitably to determine applications efficiently and in accordance with statutory requirements and/or Council policy and standards.
Action:	Proper execution of delegated authorities in a timely and professional manner in accordance with the adopted policy “Limit of Delegated Authority in Dealing with Development Application and Complying Development Certificates”.

SUMMARY

The purpose of the report is to provide up to date statistics for Councillors on development activities, the information is also forwarded to the Australian Bureau of Statistics (ABS).

OFFICER’S RECOMMENDATION:

That Council receives and notes the Report “Planning/Development Update”.

BACKGROUND

This report provides a review of development applications and processing undertaken by Council for the month of November 2016. The data herein is that provided to the Australian Bureau of Statistics (ABS) for development monitoring purposes.

Our Environment No. 53 Cont...

REPORT:**APPLICATIONS LODGED WITH COUNCIL IN NOVEMBER 2016**

App No.	Lodged	Applicant	Lot/Sec/DP	Location	Development
DA 2016.096	08-Nov-16	OALOD Pty Ltd	2/1212408	399-401 Rouse Street, Tenterfield	Signage (Advertising Structure X 3)
CDC 2016.097	09-Nov-16	HODGSON Denyse	2/85/758959	179 Wood Street, Tenterfield	Dwelling Extensions & Shed
DA 2016.098	09-Nov-16	RICHARDS Anthony	1/855229	8801C New England Highway, Tenterfield	Dwelling Additions
DA 2016.099	14-Nov-16	Rhombus Contracting (Cowin)	1/603833	138 Pelham Street, Tenterfield	Storage Shed
DA 2016.100	14-Nov-16	HICKEY Tony (Gillespie)	1/561026	117 Molesworth Street, Tenterfield	Change of Use part of Garage to Dwelling
CDC 2016.102	14-Nov-16	Rhombus Contracting (Kane)	16/635165	61 Mud Flat Road, Drake	Storage Shed
DA 2016.103	14-Nov-16	Tenterfield Family Funerals (Glen Curry)	2/1121783	61-63 Rouse Street, Tenterfield	Crematorium
DA 2016.104	17-Nov-16	FEARNLEY Andrew	21/1203390	24 Acacia Street, Liston	Shed
CDC 2016.105	18-Nov-16	LITTLE Phillip	11/75/75895 9	34 Logan Street, Tenterfield	Extension to Dwelling
DA 2016.106	23-Nov-16	S.H.A Premier Constructions (Greg Cairns)	2/834482	1823 New England Highway, Jennings	Additions to Existing Service Station - Roof Structure over Diesel Bowsers
DA 2016.107	28-Nov-16	WOOD Katrina	2/600276, 23 & 24/751543 & 2/752396	285 Upper Rocky River Road, Rocky River	Temporary Use - Primitive Campground
DA 2016.108	28-Nov-16	Tenterfield Surveys (Kellogg & Sennot)	2/605377 & 72, 73 & 3/751043	578 Rivertree Road & Undercliffe Road, Liston	Three (3) Lot Boundary Adjustment

Our Environment No. 53 Cont...

**DETERMINATIONS MADE UNDER
STAFF DELEGATION IN NOVEMBER 2016**

App No.	Lodged	Date of Approval	No. of Days	Applicant	Lot/ Sec/ DP	Locality	Description of Development
DA 2015.139	18-Dec-15	11-Nov-16	245 Days	Tenterfield Surveys P/L (Coffman)	113/ 871449	436 Sugarbag Road, Drake	Two (2) Lot Subdivision
DA 2016.074	07-Sep-16	22-Nov-16	77 Days	HICKS Simon	74/664275 & 40/751524	103 Sandy Flat Road, Sandy Flat	Farm Stay (B&B) Accommodation
DA 2016.077	14-Sep-16	16-Nov-16	62 Days	GROGAN Calvin	384/ 1213099	287B Mount Speribo Road, Bolivia	Two (2) Lot Subdivision
DA 2016.078	19-Sep-16	23-Nov-16	25 Days	Stephen P McElroy & Associates (Goldsworthy)	2/718077	46 Tooloom Street, Urbenville	Dwelling & Shipping Container
DA 2016.079	22-Sep-16	11-Nov-16	45 Days	WILSON William	4/1192951	East Street, Tenterfield	Dwelling & Shed
DA 2016.091	24-Oct-16	16-Nov-16	24 Days	BUTTERWORTH Andrew	60 & 61/705163	Torrington Road, Torrington	Shed
DA 2016.092	26-Oct-16	16-Nov-16	22 Days	Manfate Pty Ltd (Ferguson)	2/543319	100 Martin Street, Tenterfield	Garage/Storage Shed
CDC 2016.093	27-Oct-16	03-Nov-16	8 Days	BROWN David	4/75/ 758959	97 Rouse Street, Tenterfield	Storage Shed
DA 2016.094	27-Oct-16	28-Nov-16	33 Days	Deepwater Station Pty Ltd (Scott Macansh)	64, 76 & 96/751536	242 Torrington Road, Deepwater	Change of Use from Cottage & Shearers Quarters to Tourist & Visitor Accommodation /Farm Stay
DA 2016.096	08-Nov-16	14-Nov-16	7 Days	OALOD Pty Ltd	2/1212408	399-401 Rouse Street, Tenterfield	Signage (Advertising Structure X 3)
CDC 2016.097	09-Nov-16	24-Nov-16	16 Days	HODGSON Denyse	2/85/ 758959	179 Wood Street, Tenterfield	Dwelling Extensions & Shed
DA 2016.099	14-Nov-16	21-Nov-16	8 Days	Rhombus Contracting (Cowin)	1/603833	138 Pelham Street, Tenterfield	Storage Shed
DA 2016.100	14-Nov-16	23-Nov-16	10 Days	HICKEY Tony (Gillespie)	1/561026	117 Molesworth Street, Tenterfield	Change of Use part of Garage to Dwelling
CDC 2016.102	14-Nov-16	28-Nov-16	15 Days	Rhombus Contracting (Kane)	16/635165	61 Mud Flat Road, Drake	Storage Shed
DA 2016.104	17-Nov-16	30-Nov-16	14 Days	FEARNLEY Andrew	21/ 1203390	24 Acacia Street, Liston	Shed

Our Environment No. 53 Cont...

CDC 2016.105	18-Nov-16	28-Nov-16	10 Days	LITTLE Phillip	11/75/ 758959	34 Logan Street, Tenterfield	Extension to Dwelling
DA 2016.106	23-Nov-16	24-Nov-16	1 Day	S.H.A Premier Constructions (Greg Cairns)	2/834482	1823 New England Highway, Jennings	Additions to Existing Service Station - Roof Structure over Diesel Bowers

APPLICATIONS CURRENTLY OUTSTANDING (AS AT 5 DECEMBER 2016)

DA No.	Lodged	Status of Application	Applicant	Location	Proposed Development
15.111	4-Nov-15	Additional Information Required from Applicant	Tenterfield Surveys P/L (Graham)	235 Bulwer St, T'field	Two (2) Lot Subdivision
16.024	21-Mar-16	Additional Information Required from Applicant	O'MULLANE Ian & Judith	8 Welch St, Urbenville	Change of Use Place of Public Worship into a Dwelling
16.090	19-Oct-16	Additional Information Required from Applicant	KREIS Richard	117 Pelham St, T'field	Dwelling
16.095	31-Oct-16	Awaiting Recommendation from NSW RFS	Tenterfield Surveys P/L (Scarrabelotti)	1490 Back Creek Rd, Back Creek	Six (6) Lot Staged Subdivision
16.103	14-Nov-16	Additional Information Required from Applicant	Tenterfield Family Funerals (Glen Curry)	61-63 Rouse St, T'field	Crematorium

Our Environment No. 53 Cont...

FY 16/17 Development Statistics									
		Dwellings	Additions/ Renovations to Existing Dwellings	Garages, Carports & Sheds	Commercial or Industrial Works	Subdivision	Recreation/ Tourism	FY 16/17 Monthly Total	FY 15/16 Monthly Total
Jul-16	No.	3	0	2	0	2	1	8	9
	Value	\$513,000.00	\$0.00	\$178,000.00	\$0.00	\$0.00	\$32,770.00	\$723,770.00	\$496,563.00
Aug-16	No.	2	3	2	0	2	0	9	12
	Value	\$318,000.00	\$63,600.00	\$68,500.00	\$0.00	\$0.00	\$0.00	\$450,100.00	\$814,550.00
Sep-16	No.	5	0	5	2	1	1	14	8
	Value	\$1,031,735.00	\$0.00	\$111,786.00	\$95,200.00	\$0.00	\$0.00	\$1,238,721.00	\$613,123.00
Oct-16	No.	3	0	5	1	1	0	10	14
	Value	\$816,290.00	\$0.00	\$119,400.00	\$2,000.00	\$0.00	\$0.00	\$937,690.00	\$1,315,369.00
Nov-16	No.	1	3	4	3	1	1	13	24
	Value	\$50,000.00	\$169,000.00	\$97,690.00	\$75,000.00	\$0.00	\$0.00	\$391,690.00	\$963,350.00
Dec-16	No.								9
	Value								\$491,650.00
Jan-17	No.								3
	Value								\$82,400.00
Feb-17	No.								9
	Value								\$2,632,960.00
Mar-17	No.								15
	Value								\$1,289,999.00
Apr-17	No.								10
	Value								\$630,217.00
May-17	No.								9
	Value								\$993,968.00
Jun-17	No.								9
	Value								\$676,127.00
No. (Year to Date)		14	6	18	6	7	3	54	131
FY 16/17 Total Value (Year to Date)		\$2,729,025.00	\$232,600.00	\$575,376.00	\$172,200.00	\$0.00	\$32,770.00	\$3,741,971.00	
FY 15/16 Total Value		\$7,917,361.10	\$487,700.00	\$777,052.90	\$1,633,163.00	\$0.00	\$184,999.00		\$11,000,276.00

Our Environment No. 53 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Development applications are placed on public exhibition, or neighbour notified in accordance with legislation and Council's Development Control Plan as required.

2. Policy and Regulation

Processing of Development applications relates to Councils Local Environmental Plan 2013, Councils Development Control Plan 2014, the NSW Environmental Planning and Assessment Act 1979, and other associated NSW Legislation.

3. Financial (Annual Budget & LTFP)

Nil

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

Nil

James Ruprai

Director Strategic Planning & Environmental Services

Prepared by staff member: Jenni Pentland, Senior Administration Officer

Approved/Reviewed by Manager: James Ruprai, Director Strategic Planning & Environmental Services

Department: Strategic Planning and Environmental Services

Attachments: There are no attachments for this report.

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV32/16
Subject:	Code of Conduct Complaints Statistics Report

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Key Priority Focus Area 2.6 – Government Leadership
Strategy:	Direction 6.3 – Council’s decision making processes are open and corruption resistant and based on sound integrated planning.
Action:	Strategy 6.3a – Develop and maintain a planning framework and policies that ensures open, honest and transparent Council operations.

SUMMARY

The purpose of this report is to provide Council with a Code of Conduct Complaints Statistics Report for the period 1 September 2015 to 31 August 2016.

OFFICER’S RECOMMENDATION:

That Council notes the Model Code of Conduct Complaint Statistics.

BACKGROUND

In accordance with Clauses 12.1 and 12.2 of the Procedures for Council’s Administration of the Code of Conduct, the Complaints Coordinator must arrange for a range of statistics to be reported to Council and the Office of Local Government within 3 months of the end of September.

REPORT:

The Procedures for Council’s Administration of the Code of Conduct Clause 12.1, states:

"12.1 The complaints coordinator must arrange for the following statistics to be reported to the council within 3 months of the end of September of each year:

- a) the total number of code of conduct complaints made about councillors and the general manager under the code of conduct in the year to September,*
- b) the number of code of conduct complaints referred to a conduct reviewer,*
- c) the number of code of conduct complaints finalised by a conduct reviewer at the preliminary assessment stage and the outcome of those complaints,*
- d) the number of code of conduct complaints investigated by a conduct reviewer,*
- e) the number of code of conduct complaints investigated by a conduct review committee,*
- f) without identifying particular matters, the outcome of code of conduct complaints investigated by a conduct reviewer or conduct review committee under these procedures,*
- g) the number of matter reviewed by the Division and, without identifying particular matters, the outcome of the reviews, and*
- h) The total cost of dealing with code of conduct complaints made about councillors and the general manager in the year to September, including staff costs".*

Our Governance No. 32 Cont...

A report, complying with Clause 12.1, in the format of the Office of Local Government's Model Code of Conduct Complaints Statistics Report, has been forwarded to the Office of Local Government. The report is at Attachment 4 (Booklet 1) for Council's information.

CONFIDENTIALITY

Information about Code of Conduct complaints and the management and investigation of Code of Conduct complaints is to be treated as confidential and is not to be publicly disclosed.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Clauses 12.1 and 12.2 of the Procedures for Council's Administration of the Code of Conduct.

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

The report complies with Clauses 12.1 and 12.2 of the Procedures for Council's Administration of the Code of Conduct.

The report meets governance requirements.

The Code of Conduct and the Procedures for Council's Administration of the Code of Conduct form part of Council's Risk Management framework.

7. Performance Measures

Nil.

8. Project Management

Nil.

Allan Shorter
Director Corporate Services

Our Governance No. 32 Cont...

Prepared by staff member:	Allan Shorter, Director Corporate Services	
Approved/Reviewed by Manager:	Allan Shorter, Director Corporate Services	
Department:	Corporate Services	
Attachments:	1 Attachment 4 (Booklet 1) - Model Code of Conduct Complaints Statistics	4 Pages

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV33/16
Subject:	Policy Amendment - Sewerage Availability Charges

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	<i>Direction 6.1 – Council has a long-term vision based on principles of sustainability.</i>
Strategy:	Strategy 6.1c – Implement accounting and financial management policies and practices that provide for the ongoing sustainable operations of Council’s facilities and services.
Action:	Implement financial processes and systems to control and manage operating budgets.

SUMMARY

The purpose of this report is to consider amending Council’s Revenue Policy in respect of the application of Sewerage Availability Charges where Council issues an Order to connect under Clause 124 of the Local Government Act and Clause 96 of the Local Government (General) Regulation 2005.

OFFICER’S RECOMMENDATION:

That Council:

(1) Amend the Revenue Policy 2016-17 Section 3.1 (paragraph no 3) to read:

1. "A Sewerage Availability Charge shall be applied to every rates assessment for each sewerage connection from 1 July in each rating year when the property subject to the rate assessment is within the Tenterfield or Urbenville Town areas and;

a) is connected to the Council’s sewer main; or

b) is not connected to the Council’s sewer main but any part of the property is no more than 75 metres from the Council’s sewer main, and

c) is land from which sewerage can be discharged into any sewer of the Council.

2. A Sewerage Availability Charge shall not be applied to a parcel of rateable land which is the subject of an Order to connect to Council’s sewer main until the land is connected to Councils sewer main, or the date specified in the Order by which the connection is required to have taken place has expired, whichever occurs first."

(2) Approve the amendment to the Revenue Policy 2016-17 to apply retrospectively from 1 July 2016.

Our Governance No. 33 Cont...

BACKGROUND

At its meeting on 26 October 2016 Council resolved to adopt the following motion –

"(1) Amend the Revenue Policy 2016-17 Section 3.1 (paragraph no 3) to read:

"The Sewerage Availability Charge is levied as a charge per sewerage connection to each rates assessment, or if no sewerage connection is provided then a Sewerage Availability Charge will be levied on all sewered land in the Tenterfield and Urbenville Town areas within 75 metres of Council's main and physically able to be connected to Council's main (in accordance with Section 552 of the Local Government Act 1993), the Sewerage Availability Charge will then apply to the number of parcels of rateable land separately valued as at 1 July in each rating year, except where Council issues an order to connect to the local sewer main in accordance with Clause 124 (Chapter 7, Part 2, Division 1) of the Local Government Act 1993 and Clause 96 (Part 3, Division 3) of the Local Government (General) Regulation 2005, the Sewerage Availability Charge shall not apply until the date of completion of the connection".

- (2) That the proposed amendment be advertised for consultation purposes for a period of 28 days, and if no material submissions are received the policy amendment be adopted.
- (3) Approve the amendment to the Revenue Policy 2016-17 to apply retrospectively from 1 July 2016."

The amendment was put on public display and submissions on the amended Policy invited for a period of twenty-eight (28) days. The variation to the existing policy that was originally proposed is underlined above.

REPORT:

Submissions were received from two residents making a total of 5 submissions (1 being late). The submissions received were very detailed and reflect a considerable effort to provide input into the Policy.

For Council's consideration the submissions in regard to the advertised Policy are summarised below –

No	Submission By:	
1	Mr Peter Harmond	Mr Harmond submitted suggestions to make the policy easier to understand, a number of which have been incorporated into the policy put to Council for adoption in this report. The submission also identified that the wording of the policy could prevent a charge being made if the person upon whom the Order to connect was made did not connect to the sewerage network. This is noted and has been corrected.
2	Ms Chery Jacques	Ms Jacques submitted that wording of the policy was not clear and requested it be revisited (the Policy has been re-worded), It also raised the issue identified by Mr Harmond in regard to owners not connecting to the network, which has been noted and corrected. A number of suggestions to improve the Revenue Policy will be considered as part of the development of the next Revenue Policy and a considerable number of other questions will be reviewed.

Our Governance No. 33 Cont...

Key points to note are –

1. The proposed amendment only applies to occupied properties because an Order to connect to Council's sewer mains will only be issued if there is a building on the property from which sewerage can be discharged into Council's sewer main.
2. There is therefore no change to the applicability of the Sewerage Availability Charge to vacant land. The purpose of the Policy is to assist ratepayers who have to decommission existing septic systems and incur plumbing costs to connect to Council's sewer main.
3. An Order to connect to Council's sewer mains would normally only occur when Council completes a sewer mains extension.
4. An Order to connect to Council's sewer main usually requires completion within 12 months. If the connection to Council's sewer main is not completed within 12 months, then the Sewerage Availability Charge would then be charged unless an extension to complete the connection was given.
5. If the connection to Council's sewer main is completed in less than the 12 months given in the Order to connect, the Sewerage Availability Charge will apply from the date of actual connection to Council's sewer main.

The outcome of the Policy (if adopted) is to reduce sewerage charges payable by owners of occupied properties when they have been issued with an Order to connect to Council's sewer main by applying the Sewerage Availability Charge from the actual date of connection to Council's sewer main, or the date of expiration of the Order to connect to Council's sewer main, whichever occurs first. This is instead of charging from the date the sewer is available to connect to (normally the date the sewer mains extension is completed).

The Policy amendment assists ratepayers offset some of the cost of decommissioning existing septic systems, loss of investment in existing septic systems, and plumbing costs associated with connecting to our sewerage mains, and fairly addresses complaints that it is unfair to charge before a connection is completed.

To provide further assistance, in the 2016/17 Revenue Policy, ratepayers who have been issued with an Order to connect to Council's sewer main can now pay the connection fee (currently \$800) over a two (2) year period in four (4) equal instalments. This was introduced into the Revenue Policy following feedback from ratepayers that the affordability of the connection fee was a factor in delaying their connection to Council's sewer main after being issued with an Order to connect.

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

Nil.

2. Policy and Regulation

- Revenue Policy
- Local Government Act 1993
- Local Government (General) Regulation 2005

Our Governance No. 33 Cont...

3. Financial (Annual Budget & LTFP)

Minimal. Most occupied property owners connect within 12 months of the Order to connect. Extensions beyond this are only given in very limited circumstances.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

The impact on any financial performance indicators would not be significant.

8. Project Management

Nil.

Allan Shorter
Director Corporate Services

Prepared by staff member:	Paul Chawner, Finance Manager
Approved/Reviewed by Manager:	Allan Shorter, Director Corporate Services
Department:	Corporate Services
Attachments:	There are no attachments for this report.

Department:	Corporate Services
Submitted by:	Finance Manager
Reference:	ITEM GOV34/16
Subject:	Long Term Financial Plan Performance Indicator Results 2015/16

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	6.1 – Council has a long-term vision based on the principles of sustainability.
Strategy:	6.1c – Implement accounting and financial management policies and practices that provide for the ongoing sustainable operations of Council's facilities and services.
Action:	Provide financial services for the Council in an accurate, timely, open and honest manner.

SUMMARY

The purpose of this report is to present to Council its financial performance for the year ended 30 June 2016 against the industry benchmarks in the Long Term Financial Plan.

OFFICER'S RECOMMENDATION:

That Council receives and notes the report "Long Term Financial Plan Performance Indicator Results 2015/16".

BACKGROUND

Strategy 9 of the Financial Strategies included in the Long Term Financial Plan (LTFP) is to "Meet industry performance Benchmark Ratio's as determined by the NSW Office of Local Government (Fit for the Future)".

Table 1 lists the industry benchmark ratio's used in the LTFP and their purpose –

TABLE 1 – PURPOSE OF INDUSTRY BENCHMARK RATIO'S

Ratio	Purpose of the ratio
Operating Performance Ratio	This ratio measures Council's achievement of containing operating expenditure within operating income.
Own Source Revenue	This ratio measures Council's degree of reliance on external funding sources such as operating grants and contributions
Building and Infrastructure Asset Renewal Ratio	This ratio assesses the rate at which infrastructure assets are being renewed relative to the rate at which they are depreciating.
Infrastructure Backlog Ratio	This ratio shows what proportion the backlog is against the total value of Council's infrastructure.
Asset Maintenance Ratio	Compare actual vs required annual maintenance.
Debt Service Ratio	This ratio shows the extent to which Council is using debt to fund asset

Our Governance No. 34 Cont...

Ratio	Purpose of the ratio
	investment.
Real Operating Expenditure per capita	This ratio is intended to show a decrease in Real Operating Expenditure (ROE) per capital over time.

REPORT:

The results listed below are for all funds (excluding water and sewerage) and therefore align with the Fit for the Future performance measures –

TABLE 2 – RESULTS (all funds excluding water & sewerage) VS LTFP BENCHMARKS

Performance Indicator	Average Last 3 Years at 30/6/15	Average last 3 Years at 30/6/16	LTFP Benchmark	LTFP Benchmark Achieved
Operating Performance Ratio	-25.00%	-8.97%	>0% average over 3 years	x
Own Source Operating Revenue (*)	64.23%	62.07%	>60% average over 3 years	✓
Debt Service Ratio	4.57x	4.28x	0% to 20% average over 3 years	✓
Building & Infrastructure Renewals Ratio	124.93%	131.22%	>100% average over 3 years	✓
Infrastructure Backlog Ratio (**)	7.59%	4.64	<2%	x
Asset Maintenance Ratio	0.85x	1.04x	>1.00x average over 3 years	✓
Real Operating Expenditure (ROE) per Capita	2.04	1.94	Decreasing over time	✓

(*) In accordance with the Fit for the Future Guidelines this includes the Financial Assistance Grant.

(**) In accordance with the Fit for the Future guidelines, the backlog is assessed annually and not averaged.

The performance indicators show significantly improved capacity to contain operating expenditure within operating income, investment in infrastructure renewal that is consistently 30% greater than infrastructure assets are being depreciated and a consequent reduction in the infrastructure backlog.

COUNCIL IMPLICATIONS:

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

Our Governance No. 34 Cont...

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Allan Shorter
Director Corporate Services

Prepared by staff member:	Paul Chawner, Finance Manager
Approved/Reviewed by Manager:	Allan Shorter, Director Corporate Services
Department:	Corporate Services
Attachments:	There are no attachments for this report.

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV35/16
Subject:	Finance and Accounts

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Direction 6.1 – Council has a long-term vision based on principles of sustainability.
Strategy:	Strategy 6.1c Provide Financial Services for the Council in an accurate, timely, open and honest manner.
Action:	Review monthly reports to Council to ensure that they are easy to read and provide timely information.

SUMMARY

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

OFFICER'S RECOMMENDATION:

That Council receive and note the Manager Finance's Report "Finance and Accounts" for the period ended 30 November 2016.

BACKGROUND

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

REPORT:

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

(a) Reconciliation of Accounts

Reconciliation of cash books of all funds have been carried out with the appropriate bank statements as at 30 November 2016.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$	1,308,808.99	Credit
General Trust	\$	321,533.93	Credit

(b) Summary of Investments

Attached to this report is a certified schedule of all Council's investments as at 30 November 2016 showing the various invested amounts and applicable interest rates.

Our Governance No. 35 Cont...

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

Nil.

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

There has been no adjustment to budget expectations at this stage.

8. Project Management

Nil.

Allan Shorter
Director Corporate Services

Prepared by staff member:	Paul Chawner, Finance Manager	
Approved/Reviewed by Manager:	Allan Shorter, Director Corporate Services	
Department:	Corporate Services	
Attachments:	1 Attachment 5 (Booklet 1) - Summary of Investments - 30 November 2016	1 Page

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV36/16
Subject:	Posted Expenditure Report

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Direction 6.1 – Council has a long-term vision based on principles of sustainability.
Strategy:	Strategy 6.1c Provide Financial Services for the Council in an accurate, timely, open and honest manner
Action:	Review monthly reports to Council to ensure that they are easy to read and provide timely information.

SUMMARY

The purpose of this report is to monitor progress on major and critical expenditure items and flag when the expenditure reaches 60% of budget whether the item will meet budgeted targets.

OFFICER'S RECOMMENDATION:

That Council receive and note the "Posted Expenditure Report" for the period ended 30 November 2016.

BACKGROUND

Council receives a monthly posted expenditure report to monitor the capital projects for the financial year.

The posted expenditure report for the period ended 30 November 2016 provides information on the percentage (%) of the original budget expended.

The posted expenditure report establishes a process of monitoring budget variations more effectively. Where over-expenditure has occurred the quarterly budget review process provides a mechanism for the effect of the over-expenditure to be considered within the context of the overall budget.

The accommodation of over-expenditure will require the allocation for other projects to be reduced or even removed from the budget altogether, or transfer of funds from reserves.

In the attachment to this report comment is provided on all projects where the percentage spent of the approved budget is 60% or higher.

REPORT:

There is no major over-expenditure to report.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

Our Governance No. 36 Cont...

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

The amendment noted in this report will be included in the December QBR.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

The impact of the change shown in this report will be reflected in the performance measures included in the next Quarterly Budget Review (QBR).

8. Project Management

Nil.

Allan Shorter
Director Corporate Services

Prepared by staff member:	Paul Chawner, Finance Manager
Approved/Reviewed by Manager:	Allan Shorter, Director Corporate Services
Department:	Corporate Services
Attachments:	1 Attachment 6 (Booklet 1) - Capital Expenditure Program 2016/17 - 30 November 2016 3 Pages

(ITEM RC41/16) REPORTS OF COMMITTEES & DELEGATES - 2016 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - 16 TO 18 OCTOBER 2016

REPORT BY: Peter Petty, Mayor

The General Manager and Mayor attended the 2016 Local Government NSW Annual Conference at Wollongong from Sunday, 16 October to Tuesday, 18 October 2016.

This is a very important Conference to attend in order to support the LGNSW endeavours to work with the NSW State Government and the many issues that local government faces into the future.

These gatherings are also very important for networking with other Councils from across the State and listening to the same shared concerns.

RECOMMENDATION

That the report from Mayor, Cr Peter Petty be received and noted.

REPORT

Business Session – Day 1 – Monday, 17 October 2016

- NSW Reconciliation Council Breakfast – welcome by Hon Leslie Williams MP, Minister for Aboriginal Affairs:
 - NSW State Government is committing over \$120m for early education for Aboriginal children;
 - Mr Geoff Scott, Adjunct Professor, University of Technology Sydney spoke of the changes in the Australian Constitution that need to be dealt with – five (5) changes suggested.
 - LGNSW has signed a Memorandum of Understanding with the Aboriginal Lands Council.
- Cr Keith Rhoades AFSM, President of LGNSW, opened the Conference.
- Address from The Hon Mike Baird MP, Premier of NSW:
 - Improving services and building infrastructure across the State;
 - Loans on offer to Councils – 3% over 10 year period, 3½% for 20 years;

Business Session – Day 2 – Tuesday, 18 October 2016

- Address from The Hon Paul Toole MP, Minister for Local Government:
 - Spoke of the change in Local Government – things have not changed for twenty (20) years;
 - Many changes in the last twelve (12) months and changes in the Local Government Act also;
 - Structural change and reform – fourteen (14) Councils have accessed the loans on offer/Financial Assistance Grants;
 - JO's to be rolled out across the State with new roles.
- Address from The Hon John Ajaka MLC, Minister for Ageing, Disability Services and Multiculturalism:

Report of Committee No. 41 Cont...

- No facilities available in the past – the current Government has helped to better these facilities;
 - Working with Councils and the State Government to help improve these facilities;
 - Government has committed over \$40m to put towards these projects.
- Local Government Reform Panel: Challenges & Achievements – Chaired by Peter McKinlay, Executive Director, McKinlay-Douglas Ltd:
 - Rethink the role of Local Government;
 - The challenge of change;
 - What's been happening overseas – England and Wales;
 - What's been happening in NSW;
 - The preoccupation with amalgamations has held back change;
 - The pressure of change;
 - Consequence of the rest adopting the change ahead of others;
 - From "Creature of Statute" to "Community" Government;
 - People and the decisions which affect their peace;
 - Some options for making the leadership approach work;
 - Change the way you deal with the higher tiers of Government.
- Concurrent Session 2 – Infrastructure and Planning:
 - Fixing Country Roads – Frederick Horst, Principal Manager for Freight Strategy and Network Investment, Freight, Strategy & Planning Division, Transport of NSW;
 - \$60 billion into the NSW economy;
 - \$543 million program for local roads and bridges;
 - Round 1 - \$43 million for 77 projects;
 - Round 2 - \$50 million for 64 projects;
 - Round 3 – Expected to commence late in 2016;
 - Fixing Country Rail - \$400 million program with \$15 million in pilot projects underway;
 - Fixing Country Truck Washes - \$70 million has been programmed for truck washes;
 - 38 applications received with successful grants to be announced before Christmas (Tenterfield Shire Council has an application in for the Tenterfield Saleyards).
- Final Keynote Speaker – Kitty Chiller, Chef de Mission, Australian Olympic Team, Rio 2016:
 - Great presentation on her role as head of the Australian Olympic team and the challenges she had to deal with;
 - Kitty gave an outstanding address and would have to be one of the most inspirational speakers I have ever heard. Standing ovation and much deserved.

Cr Peter Petty
Mayor

ATTACHMENTS

There are no attachments for this report.

Department:	General Managers Office
Submitted by:	Councillor Donald Forbes
Reference:	ITEM NM17/16
Subject:	REMOVAL OF MARRIAGE EQUALITY PROCLAMATION

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Click here to enter text.
Strategy:	Click here to enter text.
Action:	Click here to enter text.

SUMMARY

The purpose of this motion is to remove the "Marriage Equality Proclamation" from Council's official documents.

COUNCILLOR'S NOTICE OF MOTION::

That Council removes the "Marriage Equality Proclamation" from its official documents.

BACKGROUND

Resolution 351/14 – 24 September 2014

Resolved:

- (1) *That the General Manager's Report "Byron Shire Council – Request for Support for Marriage Equality" be received and noted; and further*
- (2) *That Council supports the Marriage Equality Proclamation as can be seen in Attachment 1 (Book 1).*

(Blair Maxwell/Michael Petrie)

REPORT:

This issue is being considered by the Federal Government and a plebiscite is being considered. It is not an issue that is a Council responsibility nor concern. It is very much a social and personal issue which I consider is quite inappropriate for the Council as an entity to have a position.

Hence I move that this proclamation be removed.

COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**
- 2. Policy and Regulation**
- 3. Financial (Annual Budget & LTFP)**
- 4. Asset Management (AMS)**
- 5. Workforce (WMS)**
- 6. Legal and Risk Management**

Notice of Motion No. 17 Cont...

7. Performance Measures

8. Project Management

Donald Forbes
Councillor

Prepared by Councillor:

Donald Forbes, Councillor

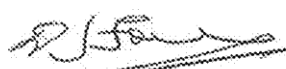
Attachments:

- | | | |
|----------|--------------------------------|--------|
| 1 | Notice of Motion | 1 Page |
| 2 | Marriage Equality Proclamation | 1 Page |

Notice of Motion.

That the Council removes the 'MARRIAGE EQUALITY PROCLAMATION' from its official documents.

Council Resolution 351/14 - 24 September 2014.


Cancellation

12/12/16

TENTERFIELD SHIRE COUNCIL		
C163		
12 DEC 2016		
16620107914		
	Adopted	Refd
GM		
DCS		
SPG		
DEAV		
EA	✓	

Background.

This issue is being considered by the Federal Government and a plebiscite is being considered. It is not an issue that is a Council responsibility nor concern. It is very much a social and personal issue which I consider is quite inappropriate for the Council as an entity to have position.

Hence I move that this proclamation be removed.

MARRIAGE EQUALITY PROCLAMATION

We believe that marriage between two loving and committed adults, regardless of gender and sexuality, deserves to be celebrated, validated and acknowledged.

We believe that when people's love is not recognised by law, it is that law that needs to change.

We believe our elected leaders have a responsibility to protect the rights of all citizens.

We believe that Marriage Equality is about human rights and respect.

We believe in celebrating diversity and inclusion in our society.

We, of Tenterfield Shire Council proclaim our support for Marriage Equality.

It's time for legislation to support Marriage Equality.



Council Resolution 351/14 – 24 September 2014

Department:	General Managers Office
Submitted by:	Councillor Donald Forbes
Reference:	ITEM NM18/16
Subject:	REINSTATE NON-DENOMINATIONAL SERVICE IN AUSTRALIA DAY CELEBRATIONS

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Click here to enter text.
Strategy:	Click here to enter text.
Action:	Click here to enter text.

SUMMARY

The purpose of this report is to reinstate the non-denominational service in the Australia Day celebrations.

COUNCILLOR'S NOTICE OF MOTION:

That Council amends the motion of February 2015 meeting to reinstate the non-denominational service in the Australia Day celebrations format beginning in 2017 as was the case for decades up to and including 2015.

BACKGROUND

The Minister's Fraternal prior to the Australia Day celebrations had been very much part of the fabric of the Tenterfield Australia Day celebrations for many decades.

It was open to all members of the public and certainly did not exclude anyone.

Since my arrival here I had always attended that service.

I am requesting it again be included in the celebrations beginning with 2017 for the following reason.

The Judaeo-Christian tradition has had a profound impact on the shaping of our Australian culture and this should be acknowledged and recognized.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

2. Policy and Regulation

- In February 2015, Council adopted the Australia Day Awards Protocol Policy Statement 1.016 (attached).
- The Notice of Motion, if adopted, will require amendment to this Policy.

3. Financial (Annual Budget & LTFP)

4. Asset Management (AMS)

5. Workforce (WMS)

6. Legal and Risk Management

Notice of Motion No. 18 Cont...

7. Performance Measures

8. Project Management

Donald Forbes
Councillor

Prepared by Councillor:

Donald Forbes, Councillor

Attachments:

1	Notice of Motion	1 Page
2	Australia Day Awards Protocol Policy 1.016	3 Pages

That the Council amends the motion of Feb 2015 meeting to reinstate the non-denominational service in the Australia Day celebrations format beginning in 2017 as was the case for decades up to and including 2015.

John
Counsellor 12/12/12

TENTERFIELD SHIRE COUNCIL

G/LB3
12 DEC 2008

1LR20167912

	APPROV	DATE
EM		
DOC		
PLC		
REF		
FA	✓	

The Judaeo- Christian tradition has had a profound impact on the shaping our Australian culture and this should be acknowledged and recognised.

TENTERFIELD SHIRE COUNCIL

POLICY STATEMENT

HEADING:

Australia Day Awards Protocol

MEETING ADOPTED
AND RESOLUTION NO.:

25 February 2015
18/15

Introduction:

The intention of this policy is clarify arrangements for Council's Australia Day celebrations, particularly regarding the protocol with respect to the Australia Day Awards.

Policy:

Australia Day Celebration

Council will make all activities of its Australia Day Celebrations inclusive of all residents of the Tenterfield Shire Local Government area. Activities must be secular, non discriminatory and embrace all members of our community.

Community Awards

The following Awards will be advertised and awarded at each Australia Day celebration:

- Citizen of the Year;
- Young Citizen of the Year;
- Sportsperson of the Year;
- Young Sportsperson of the Year;
- Emergency Services Volunteer of the Year;
- Community Event of the Year.

General Eligibility Criteria

The following general eligibility criteria will apply for nominations to all Award categories:

- Nominees must be Australian citizens and residing in Tenterfield Shire Local Government Area at the time of nomination;
- Unsuccessful nominees may be re-nominated in subsequent years;
- Self-nominations will not be accepted;
- Awards will not be granted retrospectively;
- Sitting State and Federal politicians and current Vice-Regal Officers are not eligible. Consideration of retired politicians and officers would be for work in addition to their official duties.

Policy Statement No. 1.016
Date of Effect: 25 February 2015
Name of Policy: Australia Day Awards Protocol

Review Date:
February 2018

Responsible Officer:
Executive Assist &
Media

Nominations

Nominations must be completed on the Council Nomination Form which is available from Council's Administration Office or on the Council website.

Nominations open at the beginning of November and close mid-December each year.

Advertisements calling for nominations will be placed in the local press, on community notice boards, on Council's website and in other Council publications, eg Communications Newsletter and In Touch Newsletter.

On receipt of the nomination, nominators will be advised by letter that the nomination has been received and that they will be contacted confidentially closer to Australia Day if the person/organisation they have nominated has been selected to receive an Award.

Award Criteria

Citizen of the Year

Aims to recognise outstanding achievement during the past year and/or contribution to the local community over a number of years. To be eligible, the person must be 26 years or older on 26 January of the relevant year.

Young Citizen of the Year

Aims to recognise outstanding achievement during the past year and/or contribution to the local community over a number of years. To be eligible, the person must be under 26 years of age on 26 January of the relevant year.

Sportsperson of the Year

For contribution to sport in the local area. The nominee's approach and efforts to advance in their chosen activity and their performance over the past year are considered. To be eligible, the person must be 26 years or older on 26 January of the relevant year.

Young Sportsperson of the Year

For contribution to sport in the local area. The nominee's approach and efforts to advance in their chosen activity and their performance over the past year are considered. To be eligible, the person must be under 26 years of age on 26 January of the relevant year.

Emergency Services Volunteer of the Year

Aims to recognise outstanding services of volunteers in emergency service organisations. Voluntary members of emergency service organisations of all ages are eligible.

Community Event of the Year Award

Presented to the person/group/organisation who has staged the most outstanding community event during the past year. Community groups who raise funds are eligible.

Judging of Awards

Council will nominate a Selection Panel comprising the Mayor, three (3) Councillors and one (1) Councillor as reserve in the event that a member of the Panel is unavailable on the date selected for judging of the Awards.

Policy Statement No. 1.016

Date of Effect: 25 February 2015

Name of Policy: Australia Day Awards Protocol

Review Date:

February 2018

Responsible Officer:

Executive Assist &
Media

The Selection Panel will meet in the first working week of January. Copies of all nominations which meet the criteria will be provided to members of the Selection Panel prior to the Christmas Close-Down period.

In assessing the nominations, the Selection Panel may consider:

- The benefit to the community from the nominee's service or contribution;
- Other outstanding achievements by the nominee;
- Other recognition of the nominee's contribution or work, including publicity;
- Whether the nominee worked as part of a team and their role within the team;
- Whether the nominee has had assistance from Council, Government or other grants;
- Whether the nominee has had to overcome any particular difficulties or disability;
- Who has benefited most from the work of the nominee.

The selection of recipients will reflect the nominations received and information available to the Selection Panel at the time.

Presentation of Awards

The Awards will be presented on Australia Day, 26 January each year at the Tenterfield Shire Council Australia Day Ceremony.

Invitations will be forwarded to the winners of all categories for the previous year.

Invitations will be issued to all Nominees and nominators prior to Australia Day. At the Awards Ceremony, the winner of each category will then be announced.

Awards for each category will be as follows:

- **Citizen of the Year** – Framed Official Australia Day Certificate and Citizen of the Year Lapel Pin;
- **Young Citizen of the Year** - Framed Official Australia Day Certificate and Young Citizen of the Year Lapel Pin;
- **Sportsperson of the Year** – Engraved Medallion with Presentation Case and Australia Day Lapel Pin;
- **Young Sportsperson of the Year** – Engraved Medallion with Presentation Case and Australia Day Lapel Pin;
- **Emergency Services Volunteer of the Year** – Framed Official Australia Day Certificate and Australia Day Lapel Pin;
- **Community Event of the Year** – Framed Official Australia Day Certificate.

Withdrawal of Award

Tenterfield Shire Council reserves the right to withdraw an Award if further information or the recipient's conduct draws the Citizen of the Year or Young Citizen of the Year Awards into disrepute.

Policy Statement No. 1.016
Date of Effect: 25 February 2015
Name of Policy: Australia Day Awards Protocol

Review Date:
February 2018

Responsible Officer:
Executive Assist &
Media

Department:	General Managers Office
Submitted by:	Councillor Donald Forbes
Reference:	ITEM NM19/16
Subject:	DEDICATION OF FUNDS FOR UPKEEP OF THE MEMORIAL BATHS

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Click here to enter text.
Strategy:	Click here to enter text.
Action:	Click here to enter text.

SUMMARY

The purpose of this report is to ensure Council has a commitment to funding for the planned maintenance and upkeep of the Tenterfield Memorial Baths.

COUNCILLOR'S NOTICE OF MOTION:

That Council incorporated in its Strategic and Operational Plan a commitment to dedicate funds to provide for planned maintenance and upkeep of the Memorial Baths and develop a plan for its upgrade and associated facilities.

BACKGROUND

The swimming pool has been an asset to the Tenterfield community for now over 50 years. It contributes not only as an asset which the public can enjoy but also to the health, fitness and well-being of the community.

It is an asset worth maintaining to the highest standard but also to add to and to increase its capacity.

Ideally I would also like to see a Master Plan established with the focus on projecting for an aquatic centre incorporating a pool of 50 m.

COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**
- 2. Policy and Regulation**
- 3. Financial (Annual Budget & LTFP)**
- 4. Asset Management (AMS)**
- 5. Workforce (WMS)**
- 6. Legal and Risk Management**
- 7. Performance Measures**
- 8. Project Management**

Notice of Motion No. 19 Cont...

Donald Forbes
Councillor

Prepared by Councillor:

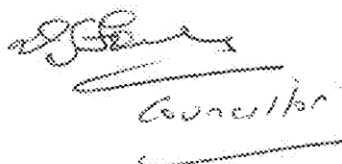
Donald Forbes, Councillor

Attachments:

1 Notice of Motion 1 Page

Notice of Motion.

That the Council incorporates in its Strategic and Operational plan a commitment to dedicate funds to provide for planned maintenance and upkeep of the Memorial Baths and develop a plan for its upgrade and associated facilities.


Councilor

12/12/16

TENTERFIELD SHIRE COUNCIL		
6163 12 DEC 2016 KROONHUIS		
	ACTION	DATE
GM		
DCS		
DEMG		
PERV		
EA	✓	

Background.

The swimming pool has being an asset to the Tenterfield community for now over 50 years. It contributes not only as an asset which the public can enjoy but also to the health, fitness and well-being of the community.

It is an asset worth maintaining to the highest standard but also to add to and to increase its capacity.

Ideally I would also like to see a master plan established with the focus on projecting for an aquatic centre incorporating a pool of 50m.

Department:	General Managers Office
Submitted by:	Councillor Donald Forbes
Reference:	ITEM NM20/16
Subject:	OPERATIONAL OPTIONS - TENTERFIELD VISITOR INFORMATION CENTRE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Click here to enter text.
Strategy:	Click here to enter text.
Action:	Click here to enter text.

SUMMARY

The purpose of this report is for Council to consider a Notice of Motion regarding operational options for the Tenterfield Visitor Information Centre.

COUNCILLOR'S NOTICE OF MOTION:

That Council initiate discussions with the Chamber of Commerce or other interested organisations to explore prospects for that organization or other organisations to takeover and manage the Visitor Information Centre, with an arrangement similar to that the Tenterfield & District Visitors Association had with the Tenterfield Shire Council.

BACKGROUND

When the TDVA managed the VIC the cost to to Council was a grant of \$30,000. Part of this amount was offset by the TDVA paying to Council approximately \$6,000 in rent – hence the net cost to Council was approximately \$24,000.

Since Council has assumed full operational control of the VIC, the total cost to Council is now \$144,406 as from August 2015. This represents a liability of approximately \$120,000 to the Tenterfield Shire ratepayers per year.

Two (2) petitions have been presented to Council during the last term of Council. The first one was tabled in 2013 with in excess of 400 signatures.

2013 Petition

We, the undersigned, wish to express our displeasure towards the Tenterfield Shire Council's recent decision to have the Tourism Officer report directly to the Council rather than the Committee which has been the situation since its inception. We consider that such a change should only be entertained, after a rigorous business case has been developed and presented to the Council, which compares the TDVA existing structure, cost and performance with that of the organizational arrangements, costs and performance of neighbouring local tourism and visitor's authorities. For a major change in the TDVA arrangement to be adopted, this study will need to demonstrate, that the cost to Council will not be increased and that there will be a significant gain in productivity. Until such a detailed business case has been undertaken, we consider that the status quo should remain for at least the next 12 months.

The second petition was tabled in 2015 and had in excess of 1,600 signatures.

Notice of Motion No. 20 Cont...

2015 Petition

We, the undersigned, wish to express our displeasure and opposition towards the Tenterfield Shire Council's decision on the 22nd April 2015, to deny funding for the Tourism/Visitors Information Centre (T/VIC) to assist in its ongoing operation. We request that the Council reverse that decision. The T/VIC in its current structure has demonstrated to be very cost effective and has provided a very significant public service and good to the community of Tenterfield and surrounding district. To be denied the funding of \$30,000 pa for the next three years, means, that in all probability, the T/VIC will not be able to remain in its current state. It will possibly close or else the Tenterfield Shire Council will have to assume full responsibility for its operation and costs. A conservative estimate would suggest that this will cost the Council at least four times the current funding that was sought, it at least \$120,000 pa – other estimates are much higher. Independent studies have demonstrated that the T/VIC is a well-run, cost effective entity. The social capital that has accrued through the engagement of volunteers is immeasurable. A recent Micromex Community Survey concluded that the Tourism/Visitor Information Centre should be maintained and rated most favourably in the area of "higher importance, higher satisfaction".

The Council with a vote of 6-4 on each occasion chose to ignore these petitions.

COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**
- 2. Policy and Regulation**
- 3. Financial (Annual Budget & LTFFP)**
- 4. Asset Management (AMS)**
- 5. Workforce (WMS)**
- 6. Legal and Risk Management**
- 7. Performance Measures**
- 8. Project Management**


Donald Forbes
Councillor

Prepared by Councillor:
Attachments:

Donald Forbes, Councillor
1 Notice of Motion **2** Pages

Notice of motion

That the Council initiate discussions with the Chamber of Commerce or other interested organisations to explore prospects for that organization or other organisations to takeover and manage the Visitors Information Centre, with an arrangement similar that the TDVA had with the TSC.


Councilor 12/12/16

TENTERFIELD SHIRE COUNCIL		
G163 12 DEC 2016		
1000107911		
	Action	File
GM		
DCG		
DENG		
DEAN		
EA	✓	

Background

When the TDVA managed the VIC the cost to the TSC was a grant of \$30,000-00. Part of this amount was offset by the TDVA paying to TSC approx. \$6,000-00 in rent – hence the net cost to TSC was approx. \$24,000-00.

Since the TSC has assumed full operational control of the VIC, the total cost to TSC is now \$144,406-as from August .2015. This represents a liability of approx. \$120,000-00 to the Tenterfield Shire ratepayers per year.

Two petitions have been presented to Council during of the last Council. The first one was tabled in 2013 with in excess of 400 signatures.

2013 petition

We, the undersigned, wish to express our displeasure towards the Tenterfield Shire Council's recent decision to have the Tourism Officer report directly to the Council rather than the committee which has been the situation since its inception. We consider that such a change should only be entertained, after a rigorous business case has been developed and presented to the Council, which compares the TDVA existing structure, cost and performance with that of the organisational arrangements, costs and performance of neighbouring local tourism and visitor's authorities. For a major change in the TDVA arrangement to be adopted, this study will need to demonstrate, that the cost to council will not be increased and that there will be a significant gain in productivity. Until such a detailed business case has been undertaken, we consider that the status quo should remain for at least the next 12 months.

The second petition was tabled in 2015 and had in excess 1600 signatures

2015 petition

'We, the undersigned, wish to express our displeasure and opposition towards the Tenterfield Shire Council's decision of the 22nd April 2015, to deny funding for the Tourism/Visitors Information Centre (T/VIC) to assist in its ongoing operation. We request that the Council reverse that decision. The T/VIC in its current structure has demonstrated to be very cost effective and has provided a very significant public service and good to the community of Tenterfield and surrounding district. To be denied the funding of \$30,000.00 p.a. for the next three years, means, that in all probability, the T/VIC will, not be able to remain in its current state. It will possibly close or else the Tenterfield Shire Council will have to assume full responsibility for its operation and costs. A conservative estimate, would suggest that this will cost the Council at least four times the current funding that was sought i.e. at least \$120,000-00 p.a. – other estimates are much higher. Independent studies have demonstrated that the T/VIC is a well-run, cost effective entity. The social capital that has accrued through the engagement of volunteers is immeasurable. A recent Micromex Community Survey concluded that the Tourism/Visitor Information Centre should be maintained and rated most favourably in the area of 'Higher Importance, higher satisfaction'

The Council with a vote of 6-4 on each occasion chose to ignore these petitions.

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM RES5/16
Subject:	COUNCIL RESOLUTION REGISTER - DECEMBER 2016

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
Goal:	Click here to enter text.
Strategy:	Click here to enter text.
Action:	Click here to enter text.

SUMMARY

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

OFFICER'S RECOMMENDATION:

That the Council Resolution Register to December 2016 be received and noted.

Damien Connor
General Manager

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media
Approved/Reviewed by Manager:	Damien Connor, General Manager
Department:	General Managers Office
Attachments:	1 Attachment 7 (Booklet 1) - Council Resolution Register to December 2016 16 Pages