



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER
ORDINARY COUNCIL MEETING
WEDNESDAY, 22 FEBRUARY 2017

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 Community Hall, Torrington, on **Wednesday, 22 February 2017** 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.

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ORDER OF BUSINESS

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

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, 21 December 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

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9. MAYORAL MINUTE

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15. CONFIDENTIAL BUSINESS

16. MEETING CLOSED

17. OPEN FORUM FOR COMMUNITY

Department:	Strategic Planning and Environmental Services
Submitted by:	Director Strategic Planning & Environmental Services
Reference:	ITEM COM1/17
Subject:	Draft New England North West Regional Plan 2036

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Direction 1.1 – Tenterfield Shire’s economic base is robust, growing and supports the creation of a variety of employment and business opportunities.
Strategy:	1.1a – Provide for and facilitate future economic growth throughout the Shire.
Action:	Investigate opportunities to provide additional resources to optimize opportunities to secure grants and funding for economic and community development initiatives.

SUMMARY

The purpose of this report is to advise Council of the NSW Department of Planning & Environment “Draft New England North West Regional Plan 2036”, and submission.

OFFICER’S RECOMMENDATION:**That Council:**

- (1) Receive and note the report “Draft New England North West Regional Plan 2036”; and further**
- (2) Lodge a submission to the NSW Department of Planning and Environment on the Draft New England North West Regional Plan outlining the following points:**
 - (a) Council generally support the goals of the Plan to be implemented where reviewing or amending planning strategies or LEP’s via Planning Proposal processes.***
 - (b) Tenterfield has a strong tourism sector (including eco-tourism), however is not mentioned under Direction 4.5. Accordingly, inclusion of Tenterfield specifically under this direction is required in terms of provision of tourism services to target markets including Brisbane and South-east QLD, where Tenterfield is also a gateway to the New England North West Region. Tenterfield is well placed to service the tourism economy to the entirety of the region through bringing tourists into New England North West and facilitating travel via major road transport networks in all directions.***
 - (c) Council has a growing horticultural sector including vegetables, blueberries and grapes, and this should be recognised in the final Regional Plan.***
 - (d) Council adopted the standard instrument LEP in 2013 in response to changes implemented by the State Government, including revision of strategic planning framework such as Development Control Plans.***

Our Community No. 1 Cont...

The extent of amending planning instruments involves considerable cost and time commitments, accordingly, should the draft plan proceed under direction that requires changes to Council's Planning framework, funding will be required from the State Government to enact the required changes.

(e) Identification and inclusion of Travelling Stock Routes in Council's LEP's be undertaken independently of Council resourcing, and at the cost of the Department.

(f) Council perceives, based on the information given in the Draft Plan, that the required changes may result in a number of Gateway Determinations and Planning Proposals to be lodged by Local Governments (to amend Local Planning Instruments to enact the goals and actions within the Plan). Accordingly, Council requests that the required changes be undertaken at a State Level by the Department of Planning and Environment, and not at Council expense.

BACKGROUND

The NSW Department of Planning & Environment's "Draft New England North West Regional Plan 2036" has been on exhibition over the 2016-17 New Year period, and is open for submissions up to the 23 February 2017.

The Draft Plan covers the proposed planning and economic development measures set to facilitate demographic changes from present, up to 2036, based on forecast data and past statistics.

REPORT:

The Draft Plan for the New England North West (NENW) is set out in five (5) distinct sections, each covering a specific goal for the Region:

1. A growing and diversified agricultural sector.
2. A diversified economy through the management of mineral and energy resources including renewable energy generation.
3. Community resilience to change, with housing choice and services that meet shifting needs and lifestyles.
4. Prosperous urban centres with job opportunities.
5. Protected water, environment and heritage.

A Ministerial Direction (in accordance with section 117 of the *Environmental Planning and Assessment Act 1979*) will require all Councils involved to implement actions and initiatives of the final plan through local planning strategies and their LEP.

The NENW comprises Tenterfield, Inverell, Glen Innes, Armidale, Walcha, Uralla, Moree, Gwydir, Narrabri, Gunnedah, Liverpool Plains and Tamworth LGA's.

Introductory points are as follows:

- The NENW has an economy set at \$8.9 billion supporting just shy of 67,000 jobs. The economy in the NENW region grew by 5.1% between 2006 and 2013, compared to 4.8% for the whole of regional NSW.

Our Community No. 1 Cont...

- Agriculture (including horticulture) and mineral resources are the heart of the region’s economy.
- Total agricultural economics from the NENW contribute around \$2.5 billion to the NSW and National economy, making the region one of the State’s most significant agricultural producers.
- Mineral and energy resources contribute approximately \$1.7 billion to the regional economy.
- For the entirety of the NENW, the total population is expected to grow by ~14,000 persons, achieving approximately 200,000 population by 2036. Herein, Armidale and Tamworth will support half the regions populous. Growth focused development of these two areas is presumed to assist in further growth of the region in its entirety.

It is important to note that the Draft Plan has been built by utilising:

- Previous plan and strategies including those for biodiversity, conservation and regional schemes.
- Office of Environment & Heritage mapping as a baseline.
- Population and economic demographic projections.

And further, implements:

- A precautionary approach to implementation, including protection of heritage, environment and balancing of land-use conflicts.
- A push to develop health, education and aviation precincts.

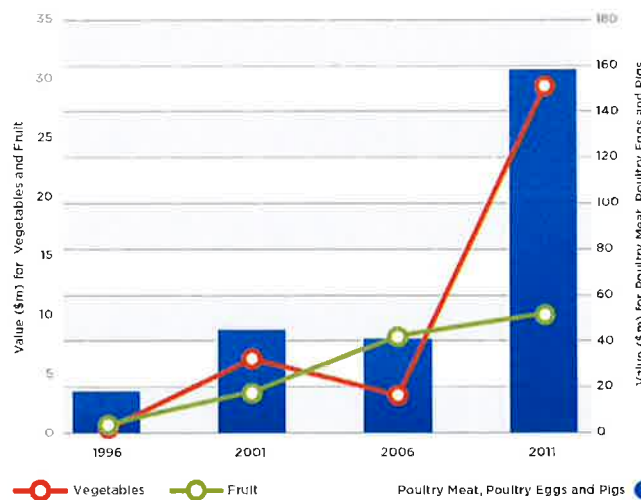


FIGURE 1 – Value of intensive agriculture in the NENW.

Our Community No. 1 Cont...

Key agricultural sectors for the Tenterfield LGA have been correctly identified as Beef and Sheep Grazing, as well as Poultry production. The identification of diversified horticulture (such as blueberries and vineyards/wineries) has not been included.

The major transport routes identified (as shown in Figure 2, below) are via the New England Highway and Bruxner Highway as primary routes. The newly developed Mt Lindsay Road has not been included as an identified transport route from Tenterfield.



FIGURE 2 – Tenterfield major identified agricultural transport routes.

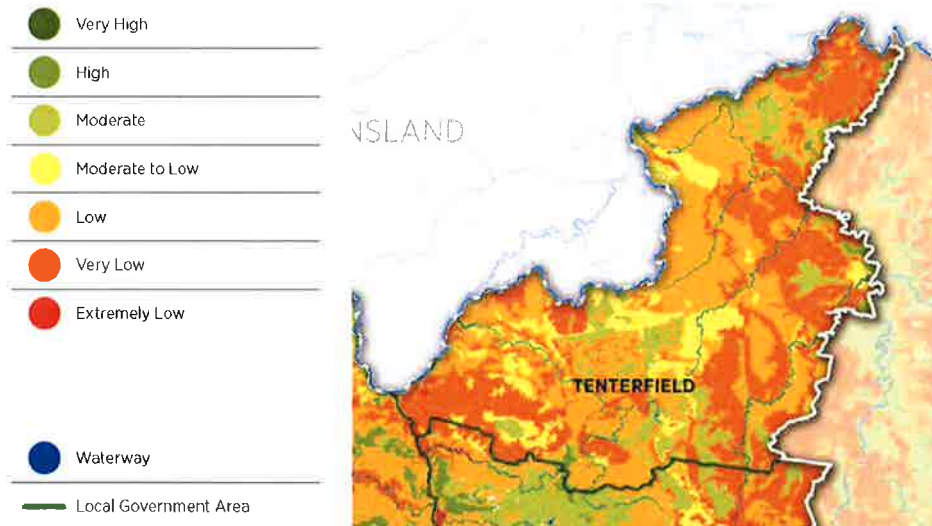


FIGURE 3 – Land and Soil Capability Mapping for Tenterfield

The Draft Plan notes that the Department will work with Councils in the region to develop the mapping of suitable precincts for future intensive agriculture and food processing. Noted in Figure 3 (above) is the productivity for Tenterfield soils and land is biophysically categorized between high and low capability.

Our Community No. 1 Cont...

The Draft Plan notes that rural and residential development will need to be limited on important agricultural lands, including those mapped as Biophysical Strategic Agricultural land. To this effect, Tenterfield has limited Biophysical Strategic Agricultural Land, which is placed in the Cottonvale and Torrington locales.

In order to limit the fragmentation of agricultural lands, and to minimise uses not compatible with agricultural practices, the report notes that Councils will need to apply minimum subdivision standards in rural zones, manage conflicts between land uses, as well as apply minimum lot sizes for areas with the capacity to support intensive small-lot primary production. At present, Tenterfield has a minimum lot size of 100ha in rural areas, 1ha within 10km of Tenterfield and Drake townships, and 1ha within 3km of every other village.

Protection of biosecurity within the region (and adjoining areas) will be undertaken through the provision of buffer areas to minimise risk when assessing new development impacts.

Travelling Stock Routes will be identified by Council in LEP's, to contribute to a total statewide TSR framework.

The State Government will work with Councils to identify road networks that will complement the proposed Inland Rail Corridor. This may mean the identification of Bruxner Way as a key transport route upon the progression of the inland rail network. Noted is the fact that the Bruxner and New England Highways facilitate the movement of livestock from farms to Saleyards, and subsequently to Abattoirs, with an estimated 150 truck movements per day. The Mt Lindesay Highway has been identified as a secondary freight route in this regard (Figure 4, below).



FIGURE 4 – Identified Key Freight Routes for Tenterfield

The Tenterfield Shire contains a number of roads within our network that service the local and regional economy, acting as minor and more frequently utilised freight routes for primary producers. These routes are as follows (displayed using relevant traffic count data):

Our Community No. 1 Cont...

The Department has noted it will work with Councils to improve mechanisms that protect biodiversity and manage offsets in mining. This also includes the potential for only releasing land for exploration after a rigorous consideration of all social, environmental, economic and community driven factors. Furthermore, noted is the fact that Councils can support the growth of the renewable energy sector by incorporating environmentally sustainable measures into the design of developments and subdivisions (for example requiring stormwater re-use and co-generation), and provide employment lands for research and development opportunities.

This can include mapping of renewable energy resource precincts and infrastructure corridors with access to the electricity network, as well as working with small-scale providers.

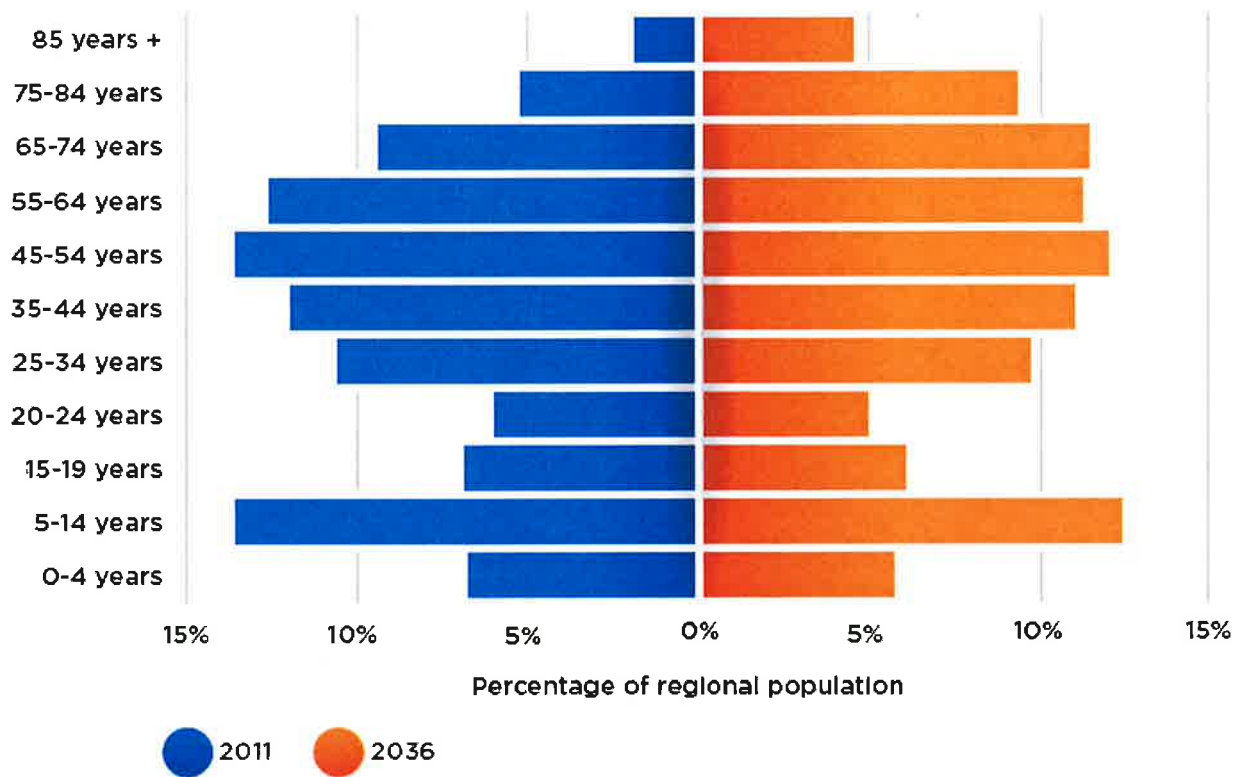


FIGURE 5 – Population Age Demographics

Noted is the need to plan for an aging population in Tenterfield (and across the region). There is a significant demographic increase of residents over the age of 55 from 2011 to 2036 (Figure 5, above).

The Department has noted the need for development of guidelines for Local Housing Strategies, which will assist Councils in providing for a diversity of housing types in LEP’s. Noteworthy is the increase of a projected 2.1% population for Tenterfield (as previously reported), and the availability of >1000sq km of rural/residential land available for development within the LGA.

It has however been projected that Tenterfield will require a 2% increase (as a factor of total development) in med-high density development by 2036 to facilitate growth (Figure 6, below).

Our Community No. 1 Cont...

The Draft Plan has identified precincts across Tamworth and Armidale for dedicated land use, including educational, health, residential land release and employment based precincts. These have been included for the two major centres presumably as they have been marked as containing 50% of the region’s population by 2036.

In minimizing the impact of transport development within the region, it is noted that buffers will need to be identified in LEP’s for heavy vehicle bypasses around urban centres, and a limitation put on ribbon development along major transport routes.

It is noteworthy that the recent amendment to the Tenterfield LEP has dedicated specific use zoning for the proposed bypass, as well as the implementation of a no-access route along the bypass (as discussed with the NSW RMS) to limit ribbon developments.

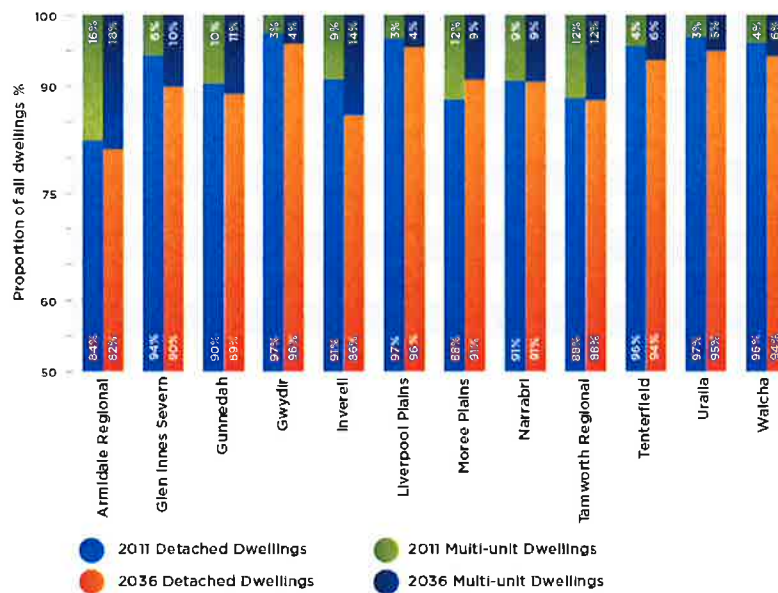


FIGURE 6 – Projected development density requirements for the NENW

Industrial/employment lands should be capable of development due to minimal environmental constraints, supported by strong transport infrastructure, cost effectively provided with services and able to meet changing employment needs.

Tenterfield industrial lands are noted in the Departments Land Monitor as 25ha total with 20ha available for development over the time period 2010-2013 (ie; no sale or development of industrial lands during this time period). From the time period 2013-2016, three (3) additional blocks of the Tenterfield Industrial Estate have been sold, with one under development presently, and another with proposed development being assessed.

The final goals of the Draft Plan aims to implement measures that protect biodiversity, water catchments, waterways and riparian lands to protect water quality, ecology and economic outcomes. It has identified areas of high environmental and heritage value for protection, and promotes the adaption to climate change and natural hazards. Tenterfield has high levels of environmental value marked within the mapped areas (Figure 7, below).

Our Community No. 1 Cont...

The draft notes that all development should have a neutral or beneficial effect upon water quality, and minimise any impacts on habitat, aquaculture and waterways (including riparian lands). Councils will be encouraged to implement and require Water Sensitive Urban Design (WSUD) into new land release areas.

The Draft Plan notes that the Department will work with Council to identify and implement appropriate planning controls to protect areas of high environmental value. Implementation of 'avoid, minimise, offset' hierarchy will also be a key part of the actions.

Adaption to natural hazards and climate change is a key action, with Council needing to reflect in our planning strategies the provision of controls to allow for innovative and diversified farming strategies, creating urban design approaches that nurture resilient environments including thermal efficient buildings and greenways, as well as introducing policies that permit large-scale renewable energy projects.



FIGURE 7 – Environmental value land in Tenterfield

The Draft Plan notes that ongoing future delivery of the Plan will focus on utilization of a *Coordination and Monitoring Committee*, with Council representation taking the form of Joint Organisations (JO's) and/or Regional Organisations of Council's (ROC's), which is shown in Figure 8, below. The Committee will develop an implementation plan, and will establish a framework to monitor issues including: population; housing; economy; employment and natural environmental matters.

Our Community No. 1 Cont...

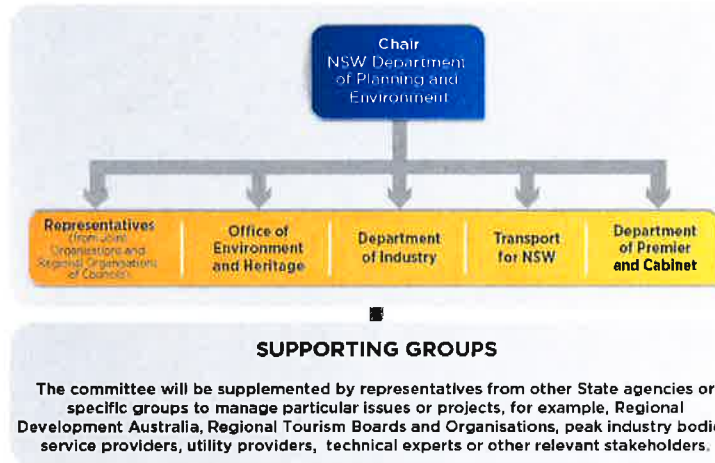


FIGURE 8 – Coordination and Monitoring Committee structure

The full plan and associated documentation can be found at www.planning.nsw.gov.au
In light of the proposed changes, the following submission is recommended:

- *Council generally support the goals of the Plan to be implemented where reviewing or amending planning strategies or LEP's via Planning Proposal processes.*
- *Tenterfield has a strong tourism sector (including eco-tourism), however is not mentioned under direction 4.5. Accordingly, inclusion of Tenterfield specifically under this direction is required in terms of provision of tourism services to target markets including Brisbane and South-east QLD, where Tenterfield is also a gateway to the New England North West Region. Tenterfield is well placed to service the tourism economy to the entirety of the region through bringing tourists into New England North West and facilitating travel via major road transport networks in all directions.*
- *Council has a growing horticultural sector including vegetables, blueberries and grapes, and that this should be recognized in the final Regional Plan.*
- *Council adopted the standard instrument LEP in 2013 in response to changes implemented by the State Government, including revision of strategic planning framework such as Development Control Plans. The extent of amending planning instruments involves considerable cost and time commitments, accordingly, should the draft plan proceed under direction that requires changes to Council's Planning framework, funding will be required from the State Government to enact the required changes.*
- *Identification and inclusion of Travelling Stock Routes in Council's LEP's be undertaken independently of Council resourcing, and at the cost of the Department.*
- *Council perceives, based on the information given in the Draft Plan, that the required changes may result in a number of Gateway Determinations and Planning Proposals to be lodged by Local Governments (to amend Local Planning Instruments to enact the goals and actions within the Plan), accordingly Council requests that the required changes be undertaken at a*

Our Community No. 1 Cont...

State Level by the Department of Planning and Environment, and not at Council expense.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Community engagement (including Council as a key stakeholder) is being undertaken by the Department.

Future changes to planning instruments, plans and policy will need to be undertaken in line with statutory timeframes.

2. Policy and Regulation

- Council will be required to implement the tenants of the Plan under Ministerial Direction to be issued under s.117 of the Act.
- Implementation of the final Plan will impact Councils within the region in terms of having to incorporate strategies into Local Environmental Plans and associated documents.

3. Financial (Annual Budget & LTFP)

N/A

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

The proposed plan has significant impacts on the allocation of time for staff within Planning and Economic roles with Council.

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

Unknown at this stage.

James Ruprai

Director Strategic Planning & Environmental Services

Prepared by staff member: James Ruprai, Director Strategic Planning & Environmental Services

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:	Strategic Planning and Environmental Services
Submitted by:	Director Strategic Planning & Environmental Services
Reference:	ITEM ECO1/17
Subject:	Amendment to the Tenterfield Development Control Plan 2014 - Signage and Outdoor Advertising.

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Direction 1.3 - The individual unique qualities and strong sense of local identity of Tenterfield's towns and villages is respected and recognised and promoted.
Strategy:	1.3(b) - Use planning and heritage policies and controls to protect and improve the unique built environment.
Action:	Use planning and heritage policies and controls to protect and improve the unique built environment.

SUMMARY

The purpose of this report is to propose amendments to *Tenterfield Development Control Plan 2014* in relation to Chapter 8 – Signage and Outdoor Advertising and to consult with the Tenterfield Chamber of Tourism Industry & Business, and the NSW Roads and Maritime Services, in relation to the proposed amendments prior to commencing community consultation. The amendments propose alterations and deletions from the existing Plan as a result of a Councillor and staff workshop to review the current provisions.

OFFICER'S RECOMMENDATION:

That Council:

(1) Endorses the following amendments to Chapter 8 – Signage and Outdoor Advertising in Tenterfield Development Control Plan 2014;

- i. Insert clause exempting property identification signage on rural properties, limits to one sign per property entrance.**
- ii. Insert clause on internally illuminated signs allowable only for motels/hotels outside of the Heritage Conservation Precinct, or not listed as heritage items.**
- iii. Remove current prohibition on billboards.**
- iv. Insert new clause for Billboards, noting allowance with development consent, where billboard is advertising a business or attraction within the Shire only. Must comply with RMS requirements.**

(2) Forwards the Plan to the Tenterfield Chamber of Tourism Industry & Business for consultation and comment prior to further consultation and exhibition of any proposed changes.

BACKGROUND

At its meeting of 2016, Council considered a report in relation to the application of signage provisions within the Tenterfield Development Control Plan 2014, as well as potential for amendment of signage provisions therein.

Our Economy No. 1 Cont...

Council resolved:

- (1) . *That Council conduct a workshop to review Chapter 8 of the Tenterfield Development Control Plan 2014, with regards to examination of signage requirements, and the potential implications of changes to these current provisions; and*
- (2) *That Council take no further action in regard to flags, bunting or the like and window signs in this Policy until the Workshop has been conducted and the matter fully reviewed.*

REPORT:

A Workshop with Councillors and staff was conducted on 8 February 2017, where the provisions of Chapter 8 – Signage and Outdoor Advertising were reviewed. The following points were discussed:

- Removal of restriction on window signage for shopfronts (note, the SEPP Exempt and Complying allows for 20% coverage without consent).
- Allowances for billboards on rural lands, and in particular the billboards leading in and out of Tenterfield on the New England Highway (noting potential requirements from RMS as well as number of currently unapproved structures apparent).
- Property name signs, identifying the type of business and property owners on rural properties (noting that these may not meet requirements for advertising structures).
- Flag displays on business shopfronts within Rouse St, in particular height of displayed flags and view obstructions to pedestrians and traffic as well as affecting visual amenity of the locale.
- Building corporate colours on signage (currently no prohibition of signage using corporate colour schemes).
- Internally illuminated signage, and in particular motel and tavern signs existing.
- Flashing signs being inappropriate within the township and along major road routes.
- Novelty and mechanical signs being generally inappropriate, particularly where above the awning and/or parapet of the building (noting there is some existing within Tenterfield at present).
- Above awning signage being prohibited due to visual distraction, affecting visual amenity of the locale, and potentially interfering with engineering of awning structures over Council footpath.
- Council signage (noting that Council signs, including tourism information signage, are not advertising structures).

Our Economy No. 1 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

At this point it is recommended that Council proceed to seek formal comment from the Tenterfield Chamber of Tourism Industry & Business, prior to an amended DCP being drafted.

Upon receipt of comments from the Chamber a further report will be presented to Council and any further amendments dealt with at that time. Once a final draft DCP has been presented to Council and a resolution to seek RMS comment as required, prior to placing the plan on full public exhibition.

2. Policy and Regulation

In accordance with the provisions of Division 6 of the *Environmental Planning & Assessment Act 1979*, the principal purpose of a development control plan is to;

"provide guidance on the following matters to the persons proposing to carry out development to which this Part applies and to the consent authority for any such development:

- (a) giving effect to the aims of any environmental planning instrument that applies to the development,*
- (b) facilitating development that is permissible under any such instrument,*
- (c) achieving the objectives of land zones under any such instrument.*

The provisions of a development control plan made for that purpose are not statutory requirements."

When preparing or amending a DCP which allows for advertisements on rural land State *Environmental Planning Policy 64- Advertising and Signage* requires Council to consult with Chamber of Commerce and RMS.

3. Financial (Annual Budget & LTFP)

Council has not budgeted the amendment of the DCP into operational funds (including specialist staff time) and will therefore have to find funds from within the existing budget to cover this project.

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Any amendment to Council's DCP will require staff resource allocations, the amount of which will depend upon the extent of changes required.

6. Legal and Risk Management

While the DCP is a non-statutory document, it can be used as legal backing in planning development assessment matters and its power lies in Council's consistent application of the DCP.

7. Performance Measures

Nil

Our Economy No. 1 Cont...

8. Project Management

Nil

James Ruprai

Director Strategic Planning & Environmental Services

Prepared by staff member: James Ruprai, Director Strategic Planning & Environmental Services; Tamai Davidson, Senior Planner

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:	Strategic Planning and Environmental Services
Submitted by:	Director Strategic Planning & Environmental Services
Reference:	ITEM ECO2/17
Subject:	Amendment to the Tenterfield Development Control Plan 2014 - Heritage Colour Provisions

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Direction 1.3 - The individual unique qualities and strong sense of local identity of Tenterfield's towns and villages is respected and recognised and promoted.
Strategy:	1.3(b) - Use planning and heritage policies and controls to protect and improve the unique built environment.
Action:	Use planning and heritage policies and controls to protect and improve the unique built environment.

SUMMARY

The purpose of this report is to reconsider submissions made during the public exhibition period of the proposed amendments to Tenterfield Development Control Plan 2014 and to approve the amendments to the Plan. The amendments propose additional information in relation to colour schemes which have resulted due to increased community request for further guidance.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Endorses the following provisions and that these provisions are included by amendment to the Tenterfield Development Control Plan 2014 to replace the current section on page 67 titled 'Colour Schemes';**
 - a) Repainting a heritage item or a place within a Heritage Conservation Area, like any other works, should be in accordance with the conservation principles of the Icomos Burra Charter;**
 - b) Cleaning and conservation of original finishes is a preferred conservation option which will retain a historic patina which cannot be achieved through modern paint finishes;**
 - c) Only previously painted surfaces may be repainted. Paint may be removed from bricks by trialing gentle methods such as poultice or gentle paint strippers. Sandblasting and high pressure water blasting must never be used. If removal is unsuccessful, the surface should be repainted in a colour similar to the original material, eg red brick;**
 - d) A colour scheme based on historic evidence and traditional colours for the period and style of the building should be used. Ideally it should be based on a building's original paint colours as they are appropriate to the heritage significance of the place and allow for an understanding of the building in its place. Research of the subject building, including paint scrapes, historic photographs and**

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general references, should be carried out to establish an authentic colour scheme;

- e) Use of the researched examples of authentic paint colours for three (3) main historical periods in Tenterfield as set out within the Suters Main Street Heritage Study 1997 is strongly encouraged;**
- f) Alternative colour schemes to the building's original colours will be considered provided that the proposal utilises the traditional heritage colour palette on appropriate elements of the building, which are in keeping with the significance and historic context of the item or Conservation Area. Traditional colour schemes are generally based upon a medium based body colour with contrasting joinery and trims in a range of dark, medium and light traditional colours;**
- g) Reverse colour schemes of dark walls and light trims will only be considered if there is historic evidence to support the proposed colour scheme;**
- h) Paint finishes should be matched to existing finishes where appropriate, such as tinted lime wash for previously painted masonry, gloss enamel for joinery, and flat or low sheen acrylics for timber weatherboards;**
- i) Where a property contains a number of separate shops or frontages under a common façade, a consistent colour scheme should be used to maintain or enhance unity of the building.**

(2) Gives public notice of it's decision.

BACKGROUND

At its meeting of 29 June 2016, Council considered a report in relation to Colour Schemes for Historic Buildings and Conservation Areas and an associated amendment to Tenterfield DCP, after the Heritage Advisory Committee failed to reach a quorum when the report was presented on 3 June 2016.

This report was prepared as a result of increased community request for additional detail and information when choosing appropriate colour schemes for historic buildings. Council resolved the following:

"Resolved that:

- (1) The Senior Planner's and Heritage Advisor's report "Colour Schemes for Historic Buildings and Conservation Areas" be received and noted; and further*
- (2) That Council supports the following provisions and that these provisions are included by amendment to the Tenterfield Development Control Plan 2014 to replace the current section on page 67;*
 - a) Repainting a heritage item or a place within a Heritage Conservation Area, like any other works, should be in accordance with the conservation principles of the Icomos Burra Charter;*

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- b) *Cleaning and conservation of original finishes is a preferred conservation option which will retain a historic patina which cannot be achieved through modern paint finishes;*
 - c) *Only previously painted surfaces may be repainted. Paint may be removed from bricks by trialing gentle methods such as poultice or gentle paint strippers. Sandblasting and high pressure waster blasting must **never** be used. If removal is unsuccessful, the surface should be repainted in a colour similar to the original material, e.g. red brick;*
 - d) *A colour scheme based on historic evidence and traditional colours for the period and style of the building should be used. Ideally it should be based on a building's original paint colours as they are appropriate to the heritage significance of the place and allow for an understanding of the building in its place. Research of the subject building, including paint scrapes, historic photographs and general references, should be carried out to establish an authentic colour scheme;*
 - e) *Use of the researched examples of authentic paint colours for three main historical periods in Tenterfield as set out within the Suters Main Street Heritage Study 1997 is strongly encouraged;*
 - f) *Alternative colour schemes to the building's original colours will be considered provided that the proposal utilises the traditional heritage colour palette on appropriate elements of the building, which are in keeping with the significance and historic context of the item or Conservation Area. Traditional colour schemes are generally based upon a medium based body colour with contrasting joinery and trims in a range of dark, medium and light traditional colours;*
 - g) *Reverse colour schemes of dark walls and light trims will only be considered if there is historic evidence to support the proposed colour scheme;*
 - h) *Paint finishes should be matched to existing finishes where appropriate, such as tinted lime wash for previously painted masonry, gloss enamel for joinery, and flat or low sheen acrylics for timber weatherboards;*
 - i) *Where a property contains a number of separate shops or frontages under a common façade, a consistent colour scheme should be used to maintain or enhance unity of the building.*
- (3) *Council commences the process to amend Tenterfield Development Control Plan 2014 in accordance with the provisions of Section 3 of the Environmental Planning & Assessment Regulation 2000, to incorporate the above provisions."*

In accordance with the Rresolution, the proposed amendments were publicly exhibited and submissions invited. One (1) submission was received and was addressed.

At its meeting of 26 October 2016, Council considered the proposed amendments to the Development Control Plan and resolved the following:

"Resolved that Council rework alterations to the DCP 2014 in relation to heritage colour schemes."

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REPORT:

The key issue is about protecting the heritage values of a place for current and future communities. This is reflected in the NSW standard heritage clauses in the *Tenterfield LEP 2013* which require Council to consider the impact that any works will have on the heritage significance and setting of the item or Conservation Area.

The adopted conservation principles in Australia are set out in the 'ICOMOS Burra Charter', which must be read as a whole as many articles are interdependent. It states that conservation should be based upon an understanding of the significance of the item, and that any new works or changes that could affect that significance are not appropriate. There are no conservation articles which just state that if work is reversible that it is acceptable.

Consistent application of adopted and accepted conservation principles will ensure the sustainability of Tenterfield's quality heritage for current and future generations.

Councillor Workshop:

On 8 February 2017, Councillors and staff undertook a Workshop to review the proposed amendment. The following points were discussed:

- Black, brilliant white, and off white colour schemes (noting that the existing DCP, and proposed changes do not prohibit any particular colour scheme but provide avenues to replicate a particular items history);
- General impacts of colour schemes, paint choice and media on heritage items and the surrounding locale;
- The Burra Charter as an International Standard for Heritage Conservation;
- Valuing of limited heritage and the age of our existing heritage, given the age of Australia and buildings within the Shire;
- The continuation of building of Tenterfield's reputation as a heritage town;
- Existing grant funded works undertaken to items within, and outside of, the Heritage Conservation Precinct;
- Infill development within heritage areas, and development being sympathetic to heritage within a locale;
- Conservation is more important than imitation.

At the conclusion of the exhibition period of any proposed DCP amendments, and after considering any submissions made, Council can choose to:

1. Approve the Plan as exhibited;
2. Approve the Plan with any alterations as Council sees fit; or
3. Decide not to proceed with any alterations to the Plan.

Our Economy No. 2 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

In accordance with Council's resolution, the proposed amendments were publicly exhibited from 18 July 2016 to 15 August 2016, after which time one (1) submission was received. The submission raised the following matters for Council's consideration;

"Roof colour on residential housing – the preponderance of black is concerning not only aesthetically (stark, ugly against vegetation background) but environmentally (heat absorption, increased cooling costs during summer). Signage quality indicates Shire and community standards – town entrances (currently a dog's breakfast) are so important to visitors, potential new investors. Development in bush fire prone areas should also be highlighted (flood areas are mapped)."

The submission acknowledges the inappropriateness of non-traditional roofing, not only in aesthetic terms but climate control and residential comfort which is a reflection of the current passing fashion for black and monochrome colour palettes.

Comments in relation to the possible inclusion of bushfire provisions within the document, may be considered when any future reviews of the DCP are undertaken. These areas are currently mapped, and available to view in Council's offices and through the NSW Planning Portal, as they are outside of the scope of the proposed amendment. Town entrance signage matters are presently being handled as an operational matter.

2. Policy and Regulation

- Amendment to Tenterfield DCP 2014 by the inclusion of additional information and guidance in relation to colour schemes for historic buildings and conservation areas guides property owners and developers in appropriate choices.

3. Financial (Annual Budget & LTFP)

Nil

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

While the DCP is a non statutory document, it can be used as legal backing in planning development assessment matters and its power lies in Council's consistent application of the DCP.

The risk of not adopting strong heritage controls may result in the loss of heritage fabric locally, and recognition as a "Heritage Town".

7. Performance Measures

Nil

Our Economy No. 2 Cont...

8. Project Management

Nil

James Ruprai

Director Strategic Planning & Environmental Services

Prepared by staff member: James Ruprai, Director Strategic Planning & Environmental Services; Tamai Davidson, Senior Planner

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:	Strategic Planning and Environmental Services
Submitted by:	Director Strategic Planning & Environmental Services
Reference:	ITEM ENV1/17
Subject:	Draft of Bill to Amend the Environmental Planning and Assessment Act 1979

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Direction 1.1 – Tenterfield Shire’s economic base is robust, growing and supports the creation of a variety of employment and business opportunities.
Strategy:	1.1a – Provide for and facilitate future economic growth throughout the Shire.
Action:	Investigate opportunities to provide additional resources to optimize opportunities to secure grants and funding for economic and community development initiatives.

SUMMARY

The purpose of this report is to advise Council of the exhibition of draft amendments to the Environmental Planning & Assessment Act 1979 (EP & A Act). The draft Bill is on exhibition until 10 March 2017 and follows 10 roundtable discussion forums across regional New South Wales and metropolitan Sydney. The reforms are aimed to speed up development applications and improve strategic decision making processes.

OFFICER’S RECOMMENDATION:

That Council make a submission to the Department of Planning & Environment noting that it ‘in general supports the reform provided that any strategic planning processes arising from the amendments are provided with financial support’.

BACKGROUND

The NSW Department of Planning & Environment have placed a draft proposed amendment Bill to amend the EP&A Act 1979.

At present the Bill is on exhibition, and submissions are open up to 10 March 2017.

The full display of documents for the proposed legislation changes can be found at www.planning.nsw.gov.au

REPORT:

A number of amendment proposals have been developed by the Government, which are summarised in Table 1 (below).

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Objectives	Initiatives
Community participation	<ul style="list-style-type: none"> Community participation plans Community participation principles Statement of reasons for decisions Stronger consultation requirements for major projects Up to date engagement tools Early consultation with neighbours
Strategic planning & better outcomes	<ul style="list-style-type: none"> Local strategic planning statements Regular local environment plan (LEP) checks Standard development control plan (DCP) format Optional model DCP provisions A new design object Design-led planning strategy Enforceable undertakings Improved environmental impact assessments Fair and consistent planning agreements
Probity and accountability in decisions	<ul style="list-style-type: none"> Discontinuing Part 3A arrangements Directions for local planning panels Improved environmental impact assessments Ensuring delegation to council staff Refreshed thresholds for regional development Independent Planning Commission Model codes of conduct for planning bodies Preventing the misuse of modifications Clearer powers to update conditions on monitoring and environmental audit
Simpler, faster planning	<ul style="list-style-type: none"> Efficient approvals and advice from NSW agencies Standard DCP format Optional model DCP provisions Improved complying development pathway Transferable conditions Fair and consistent planning agreements Simplified and consolidated building provisions

TABLE 1 – Summary of Amendments

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Community Participation

- Council will be required to prepare community participation plans which will set out how and when Council will undertake community participation in relation to upcoming proposals and development applications.
- To reduce duplication, Councils will not need to prepare a separate community participation plan if it can meet the EP&A Act requirements through the broader community engagement strategy it has prepared under the *Local Government Act 1993*.
- Investigating incentives for developers to consult with neighbours and the surrounding community to ensure disputes are resolved prior to a Development Application proceeding to Council.
- Councils will be required to provide reasons for their decisions, with the statement of reasons be proportionate to the scale and impact of decision.

Local Planning

- Council will be required to publish local strategic planning statements which will:
 - Explain the strategic context within which the LEP has been developed, including the rationale behind the application of zones and development controls;
 - Explain how strategic priorities at the regional and/or district level are given effect at the local level; and
 - Incorporate and summarise land use objectives and priorities identified through the Council's Community Strategic Plan process.
- Council will be required to undertake a five yearly LEP check against set criteria relating to demographic changes, infrastructure investment and number of planning proposals.
- DCPs will be required to follow a standard format which will be developed in consultations with Councils to ensure that they have the right balance of consistency and flexibility.
- Model DCP provisions will also be developed for Council to use.

Local Development

- For Integrated Development, the Secretary of the Department of Planning & Environment will be able to give advice, concurrence or general terms of approval on behalf of another agency where statutory timeframes have not been met or the advice from 2 or more agencies is in conflict.
- Minister for Planning will have power to direct Council to use local planning panels and/or direct that more planning functions are carried out by Council staff, in order to address performance or conflict of interest issues.

Our Environment No. 1 Cont...

Complying Development

- The regulations will be able to specify certain categories of development for which only a Council Certifier is authorised to issue a Complying Development Certificate (CDC).
- A new investigative power is proposed for Councils whereby Councils will be able to suspend building works for up to seven days to investigate whether the works are being completed in accordance with a CDC.
- A compliance levy will be established as part of the fee structure for CDC's to support Council's compliance role.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Some variations to the existing Community Engagement Policy will be required to incorporate development and strategic planning processes.

2. Policy and Regulation

- Some changes to Councils Strategic Planning Framework, as well as Development Assessment Processes will be required.

3. Financial (Annual Budget & LTFP)

It is likely that the proposed amendments will place pressure on Council's Strategic Planning & Environmental Services staff, who currently operate with 1 FTE planner, covering development control and strategic planning processes. Funding should be provided to Councils for any mandated processes arising from the amendments.

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Council will be required to adhere to changes to the Act, and implement such changes in our planning system.

7. Performance Measures

Nil

8. Project Management

Nil.

James Ruprai

Director Strategic Planning & Environmental Services

Our Environment No. 1 Cont...

Prepared by staff member: James Ruprai, Director Strategic Planning & Environmental Services

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:	Strategic Planning and Environmental Services
Submitted by:	Director Strategic Planning & Environmental Services
Reference:	ITEM ENV2/17
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:	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 months of December 2016 and January 2017. The data herein is that provided to the Australian Bureau of Statistics (ABS) for development monitoring purposes.

Our Environment No. 2 Cont...

REPORT:**APPLICATIONS LODGED WITH COUNCIL IN DECEMBER 2016 & JANUARY 2017**

App No.	Lodged	Applicant	Lot/Sec/DP	Location	Development
December 2016					
CDC 2016.109	05-Dec-16	FORD Kerri	1/860636	130 Washpool Creek Road, Tenterfield	Alterations to Existing Dwelling
DA 2016.110	05-Dec-16	FOSTER Leith	9/255005	18 Casino Road, Tenterfield	Change of Use - Shed to Dwelling & Extension
CDC 2016.111	09-Dec-16	BROWN Bevan & Julie	3/565533	185 Logan Street, Tenterfield	Alterations to Existing Dwelling
DA 2016.112	12-Dec-16	MAGNAY John	5/712965	432 Cyril Smith Circuit, Tabulam	Dwelling
DA 2016.113	14-Dec-16	TJS Constructions QLD Pty Ltd (Davis)	1/780259	419 Schrodgers Road, Sunnyside	Dwelling
DA 2016.114	16-Dec-16	Westbuilt Quality Homes (Swney)	1/831444	789 Bruxner Way, Tenterfield	Manufactured Dwelling
DA 2016.115	19-Dec-16	Tenterfield Surveys (Roos)	3/34165 & 3/36/826898	92 Drummond Street, Tenterfield	Boundary Adjustment
DA 2016.116	19-Dec-16	O'BREIN Sean & Donna	150/751058	11 Cullendore Creek Road, Cullendore	Installation of Previously Used Residence
CDC 2016.117	19-Dec-16	EASTERBROOK John	4/1173703	270B Bellevue Road, Tenterfield	Dwelling & Garage
January 2017					
DA 2017.001	03-Jan-17	MULLER Michael	50/751043	Rivertree Road, Liston	Dwelling & Garage Shed
DA 2017.002	09-Jan-17	Tenterfield Surveys (Taylor)	1 & 7/16957	61 Clive Street, Tenterfield	Two (2) Lot Boundary Adjustment
DA 2017.003	10-Jan-17	Tenterfield Surveys (Morton)	54/751519	244 Geyers Road, Tenterfield	Three (3) Lot Subdivision
DA 2017.004	12-Jan-17	Wes Smith Building Pty Ltd (Marshman)	193/751517	435 Schrodgers Road, Tenterfield	Dwelling
CDC 2017.005	12-Jan-17	Wes Smith Building Pty Ltd (Wood)	3/1192951	303 East Street, Tenterfield	Dwelling & Shed
CDC 2017.006	20-Jan-17	Wes Smith Building Pty Ltd (Stratford)	19/1096327	21 Parkes Drive, Tenterfield	Dwelling
DA 2017.007	30-Jan-17	WASHINGTON Julie	55/751490	Tarban Road, Tenterfield	Installation of Previously Used Residence & Construction of a Deck

Our Environment No. 2 Cont...

**DETERMINATIONS MADE UNDER
STAFF DELEGATION IN DECEMBER 2016 & JANUARY 2017**

App No.	Lodged	Date of Approval	No. of Days	Applicant	Lot/ Sec/ DP	Locality	Description of Development
Approvals Issued in December 2016							
DA 2016.075	12-Sep-16	01-Dec-16	81 Days	Alpha Omega Town Planning (UHRIG)	1/999209	17 Naas Street, Tenterfield	Change of Use - Dwelling to Restaurant/ Café & Managers Residence
DA 2016.090	19-Oct-16	14-Dec-16	1 Day	KREIS Richard	2/263148	117 Pelham Street, Tenterfield	Dwelling
DA 2016.098	09-Nov-16	05-Dec-16	27 Days	RICHARDS Anthony	1/855229	8801C New England Highway, Tenterfield	Dwelling Additions
DA 2016.107	28-Nov-16	25-Dec-16	25 Days	WOOD Katrina	2/600276, 23 & 24/ 751543 & 2/752396	285 Upper Rocky River Road, Rocky River	Temporary Use - Primitive Campground
CDC 2016.109	05-Dec-16	06-Dec-16	1 Day	FORD Kerri	1/860636	130 Washpool Creek Road, Tenterfield	Alterations to Existing Dwelling
DA 2016.110	05-Dec-16	20-Dec-16	20 Days	FOSTER Leith	9/255005	18 Casino Road, Tenterfield	Change of Use - Shed to Dwelling & Extension
CDC 2016.111	09-Dec-16	13-Dec-16	5 Days	BROWN Bevan & Julie	3/565533	185 Logan Street, Tenterfield	Alterations to Existing Dwelling
DA 2016.113	14-Dec-16	19-Dec-16	6 Days	TJS Constructions QLD Pty Ltd (Davis)	1/780259	419 Schrodgers Road, Sunnyside	Dwelling
DA 2016.114	16-Dec-16	20-Dec-16	5 Days	Westbuilt Quality Homes (Swney)	1/831444	789 Bruxner Way, Tenterfield	Manufactured Dwelling
CDC 2016.117	19-Dec-16	22-Dec-16	8 Days	EASTERBROOK John	4/1173703	270B Bellevue Road, Tenterfield	Dwelling & Garage

Our Environment No. 2 Cont...

Approvals Issued in January 2017							
App No.	Lodged	Date of Approval	No. of Days	Applicant	Lot/ Sec/ DP	Locality	Description of Development
DA 2016.108	28-Nov-16	09-Jan-17	43 Days	Tenterfield Surveys (Kellogg & Sennot)	2/605377 & 3, 72 & 73/751043	578 Rivertree Road & Undercliffe Road, Liston	Subdivision (Boundary Adjustment Creating Three (3) Lots from Existing Four (4) Lots)
DA 2016.115	19-Dec-16	12-Jan-17	25 Days	Tenterfield Surveys (Roos)	3/826898 & 3/36/34165	Drummond Street, Tenterfield	Boundary Adjustment
DA 2016.116	19-Dec-16	13-Jan-17	31 Days	O'BREIN Sean & Donna	150/751058	11 Cullendore Creek Road, Cullendore	Installation of Previously Used Residence
DA 2017.002	09-Jan-17	19-Jan-17	10 Days	Tenterfield Surveys (Taylor)	1 & 7/16957	61 Clive Street, Tenterfield	Two (2) Lot Boundary Adjustment
CDC 2017.005	12-Jan-17	23-Jan-17	12 Days	Wes Smith Building Pty Ltd (Wood)	3/1192951	303 East Street, Tenterfield	Dwelling & Shed
CDC 2017.006	20-Jan-17	25-Jan-17	6 Days	Wes Smith Building Pty Ltd (Stratford)	19/1096327	21 Parkes Drive, Tenterfield	Dwelling
Section 96 Modifications							
2010.058 /1	22-Nov-16	2-Dec-16	11 Days	SWAINE Richard & Barbara	41/1132088	1199 Black Swamp Road, Tenterfield	Dwelling & Shed
2016.069 /1	23-Nov-16	5-Dec-16	13 Days	MICHEL Janice	1 & 2/724086	307A Mount Lindesay Road, Tenterfield	Dwelling & Shed
2012.011 /2	21-Nov-16	7-Dec-16	17 Days	WYBORN Doone & SHANTAL Carol	34/751068	1189 White Swamp Road, Koreelah	Rural Landsharing Community - 21 Dwelling Sites - <i>Operational Consent</i>
2016.079 /1	17-Jan-17	20-Jan-17	4 Days	WILSON William	4/1192951	299 East Street, Tenterfield	Dwelling & Shed

Our Environment No. 2 Cont...

APPLICATIONS CURRENTLY OUTSTANDING (AS AT 13 FEBRUARY 2017)

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
16.095	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
17.001	03-Jan-17	Awaiting Recommendation from NSW RFS	MULLER Michael	Rivertree Rd, Liston	Dwelling & Garage Shed
17.003	10-Jan-17	Awaiting Recommendation from NSW RFS	Tenterfield Surveys P/L (Morton)	244 Geyers Rd, T'field	Three (3) Lot Subdivision
17.004	12-Jan-17	In Progress	Wes Smith Building (Marshman)	435 Schrodgers Rd, T'field	Dwelling
17.007	30-Jan-17	In Progress	WASHINGTON Julie	Tarban Rd, T'field	Relocation of Previously Used Residence

Our Environment No. 2 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 Value \$513,000.00	0 \$0.00	2 \$178,000.00	0 \$0.00	2 \$0.00	1 \$32,770.00	8 \$723,770.00	9 \$496,563.00
Aug-16	No. 2 Value \$318,000.00	3 \$63,600.00	2 \$68,500.00	0 \$0.00	2 \$0.00	0 \$0.00	9 \$450,100.00	12 \$814,550.00
Sep-16	No. 5 Value \$1,031,735.00	0 \$0.00	5 \$111,786.00	2 \$95,200.00	1 \$0.00	1 \$0.00	14 \$1,238,721.00	8 \$613,123.00
Oct-16	No. 3 Value \$816,290.00	0 \$0.00	5 \$119,400.00	1 \$2,000.00	1 \$0.00	0 \$0.00	10 \$937,690.00	14 \$1,315,369.00
Nov-16	No. 1 Value \$50,000.00	3 \$169,000.00	4 \$97,690.00	3 \$75,000.00	1 \$0.00	1 \$0.00	13 \$391,690.00	24 \$963,350.00
Dec-16	No. 6 Value \$797,556.00	2 \$112,810.00	1 \$20,000.00	0 \$0.00	1 \$0.00	0 \$0.00	10 \$930,366.00	9 \$491,650.00
Jan-17	No. 5 Value \$1,537,176.00	0 \$0.00	2 \$68,647.00	0 \$0.00	1 \$0.00	0 \$0.00	8 \$1,605,823.00	3 \$82,400.00
Feb-17	No.							9 \$2,632,960.00
Mar-17	No.							15 \$1,289,999.00
Apr-17	No.							10 \$630,217.00
May-17	No.							9 \$993,968.00
Jun-17	No.							9 \$676,127.00
No. (Year to Date)	25	8	21	6	9	3	72	131
FY 16/17 Total Value (Year to Date)	\$5,063,757.00	\$345,410.00	\$664,023.00	\$172,200.00	\$0.00	\$32,770.00	\$6,278,160.00	\$11,000,276.00
FY 15/16 Total Value	\$7,917,361.10	\$487,700.00	\$777,052.90	\$1,633,163.00	\$0.00	\$184,999.00		

Our Environment No. 2 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:

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM GOV1/17
Subject:	ADOPTION OF DRAFT COMMUNITY STRATEGIC PLAN

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Council achieves excellence in corporate governance.
Strategy:	Implement strategies, policies and practices to achieve excellence in corporate governance.
Action:	Undertake all legislative requirements of Local Government.

SUMMARY

The purpose of this report is for Council to adopt a revised Community Strategic Plan for the Tenterfield Shire community and to subsequently place it on public exhibition for a period of twenty eight (28) days.

OFFICER'S RECOMMENDATION:

That Council adopt the draft Community Strategic Plan 2017-2027, as attached, and place it on public exhibition for a period of twenty eight (28) days.

BACKGROUND

All NSW Councils are required to review and reconstruct all of their Integrated Strategic Plans by 30th of June following a full Council Election.

Accordingly, Council considered a report in November 2016 which outlined the recommended engagement program and key milestones in order to successfully facilitate the review of all of Councils Integrated Strategic Planning documents within this period. Council subsequently adopted the project plan and schedule for such.

Following this, a multi-facet community engagement program was undertaken during November and December 2016 with regard to the rebuild of Council's Community Strategic Plan and Resourcing Strategy.

A workshop was conducted with Councillors on Wednesday, 8 February 2017 to discuss the initial draft Community Strategic Plan and draft resourcing strategy documents.

REPORT:

Over the past six (6) months a project has been underway to review and rebuild all of Council's Integrated Planning and Reporting documents in order to ensure that they are integrated, compliant with the requirements of the Local Government Act and IP&R Guidelines and are structured in such a way to be more easily communicated to the community.

Accordingly, a revised Community Strategic Plan has now been constructed for Council's consideration and adoption prior to placing on public exhibition for a period of twenty eight (28) days.

Following completion of the exhibition period, the document will be brought back to Council for final adoption at the scheduled Extraordinary Council Meeting on Wednesday, 12 April 2017.

Our Governance No. 1 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Collaborate Item. A multi-facet community engagement program was undertaken across November and December 2016 in-line with Council's Community Engagement Policy and the project plan adopted for this engagement project.

2. Policy and Regulation

- *NSW Local Government Act 1993* as amended;
- *NSW Local Government (General) Regulations 2005*;
- *NSW Local Government Integrated Planning and Reporting Guidelines 2010.*

3. Financial (Annual Budget & LTFP)

All resourcing strategy plans are constructed in an integrated manner with the purpose of ensuring the sustainable delivery of the required resources, (financial, asset and human), to enable delivery of the Community Strategic Plan. Accordingly, revised versions of the three (3) resourcing strategies are also being presented to Council for adoption at this meeting.

4. Asset Management (AMS)

As per 3 above.

5. Workforce (WMS)

As per 3 above.

6. Legal and Risk Management

N/A

7. Performance Measures

Revised performance measures are outlined for each goal area within the Plan.

8. Project Management

N/A

Damien Connor
General Manager

Prepared by staff member:	Damien Connor, General Manager	
Approved/Reviewed by Manager:	Damien Connor, General Manager	
Department:	General Managers Office	
Attachments:	1 Attachment 1 (Booklet 1) - Draft Community Strategic Plan 2017- 2027	32 Pages

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM GOV2/17
Subject:	ADOPTION OF DRAFT ASSET MANAGEMENT STRATEGY, WORKFORCE MANAGEMENT STRATEGY AND LONG TERM FINANCIAL PLAN

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Council achieves excellence in corporate governance.
Strategy:	Implement strategies, policies and practices to achieve excellence in corporate governance.
Action:	Undertake all legislative requirements of Local Government.

SUMMARY

The purpose of this report is for Council to adopt draft Resourcing Strategy Plans for Tenterfield Shire Council, including: draft Asset Management Strategy, draft Workforce Management Strategy and draft Long Term Financial Plan and to subsequently place them on public exhibition for a period of twenty eight (28) days.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopt the draft Asset Management Strategy 2017-2027, as attached;**
- (2) Adopt the draft Workforce Management Strategy 2017-2021, as attached;**
- (3) Adopt the draft Long Term Financial Plan 2017-2027, as attached; and**
- (4) Place all of the documents on public exhibition for a period of twenty eight (28) days.**

BACKGROUND

All NSW Councils are required to review and reconstruct all of their Integrated Strategic Plans by 30th of June following a full Council Election.

Accordingly Council considered a report in November 2016 which outlined the recommended engagement program and key milestones in order to successfully facilitate the review of all of Council's Integrated Strategic Planning documents within this period. Council subsequently adopted the project plan and schedule for such.

Following this, a multi-facet community engagement program was undertaken during November and December 2016 with regard to the rebuild of Council's Community Strategic Plan and Resourcing Strategy.

A workshop was conducted with Councillors on the Wednesday, 8 February 2017 to discuss the initial draft Community Strategic Plan and draft resourcing strategy documents.

Our Governance No. 2 Cont...

REPORT:

Over the past six (6) months a project has been underway to review and rebuild all of Council's Integrated Planning and Reporting documents in order to ensure that they are integrated, compliant with the requirements of the Local Government Act and IP&R Guidelines and are structured in such a way to be more easily communicated to the community.

Accordingly the draft versions of all of the aforementioned Plans have now been constructed for Council's consideration and adoption prior to placing them on public exhibition for a period of twenty eight (28) days.

Following completion of the exhibition period, the documents will be brought back to Council for final adoption at the scheduled Extraordinary Council Meeting on Wednesday, 12 April 2017.

The three (3) documents are as per the following attachments:

- Attachment 2 (Booklet 1) – Asset Management Strategy;
- Attachment 3 (Booklet 2) – Workforce Management Strategy; and
- Attachment 4 (Booklet 2) – Long Term Financial Plan.

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

Collaborate Item. A multi-facet community engagement program was undertaken across November and December 2016 in-line with Council's Community Engagement Policy and the project plan adopted for this engagement project.

2. Policy and Regulation

- *NSW Local Government Act 1993* as amended;
- *NSW Local Government (General) Regulations 2005*;
- *NSW Local Government Integrated Planning and Reporting Guidelines 2010.*

3. Financial (Annual Budget & LTFP)

This report addresses the adoption of a revised Long Term Financial Plan.

4. Asset Management (AMS)

This report addresses the adoption of a revised Asset Management Strategy.

5. Workforce (WMS)

This report addressed the adoption of a revised Workforce Management Strategy.

6. Legal and Risk Management

All draft Plans have been constructed given due consideration to Council's strategic and operational risks. Controls implemented to mitigate residual risk are outlined in each of the Plans.

7. Performance Measures

Revised performance measures are outlined for each resourcing strategy within the respective Plans.

Our Governance No. 2 Cont...

8. Project Management

N/A

Damien Connor
General Manager

Prepared by staff member:	Damien Connor, General Manager	
Approved/Reviewed by Manager:	Damien Connor, General Manager	
Department:	General Managers Office	
Attachments:	1 Attachment 2 (Booklet 1) - Draft Tenterfield Shire Council Asset Management Strategy 2017-2027	116 Pages
	2 Attachment 3 (Booklet 2) - Draft Tenterfield Shire Council Workforce Management Strategy 2017-2021	14 Pages
	3 Attachment 4 (Booklet 2) - Draft Tenterfield Shire Council Long Term Financial Plan 2017-2027	40 Pages

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM GOV3/17
Subject:	ADOPTION OF DRAFT COMMUNITY ENGAGEMENT STRATEGY

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Council achieves excellence in corporate governance.
Strategy:	Implement strategies, policies and practices to achieve excellence in corporate governance.
Action:	Undertake all legislative requirements of Local Government.

SUMMARY

The purpose of this report is to present a draft Community Engagement Strategy to Council for adoption and subsequent placing on public exhibition.

OFFICER'S RECOMMENDATION:

That Council adopt the draft Community Engagement Strategy, as attached, and places the document on public exhibition for a period of twenty eight (28) days.

BACKGROUND

A review and gap analysis of Council's Community Engagement practices has previously been undertaken with the intention of ensuring that Council's strategy, documents and procedures reflect the elements of better practice for Community Engagement.

The International Association for Public Participation (IAP2) documentation was utilised considerably in this review.

Resulting from this review and associated benchmarking, a number of areas of improvement were identified including the need for an overarching Community Engagement Policy and Strategy and resultantly a draft strategy has now been developed (following on from the adoption of a revised policy in October 2016) and is attached for consideration (Attachment 5 (Booklet 2)).

REPORT:

The Community Engagement Strategy alongside the Community Engagement Policy and Community Engagement Operational Guide/Toolkit, will provide the framework to enable the stakeholders of Tenterfield Shire Community to be aware of and provide input into the formulation of Council strategy, policy and to inform decision making.

The Community Engagement Framework provides a consistent and transparent approach to public consultation.

Once developed, the associated Community Engagement Operational Guide/Toolkit will provide practical guidance and checklists for staff on engagement processes and identifies consistent methods that can be used to inform, consult or involve the community in a manner appropriate for the situation congruent with the details set-out in the Strategy.

Our Governance No. 3 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The Community Engagement Strategy is to be placed on public exhibition for a period of twenty eight (28) days.

2. Policy and Regulation

- *NSW Local Government Act 1993;*
- *NSW Local Government (General) Regulations 2005;*
- Social Justice Principles;
- Public Participation Principles;
- Integrated Planning & Reporting Guidelines for Local Government in NSW; and
- International Association for Public Participation (IAP2) Guidelines.

3. Financial (Annual Budget & LTFFP)

Nil at this stage, however, there will be costs associated with conducting community engagement programs identified for specific issues. The costs of these individual plans will be identified in separate reports on those issues as and when they arise.

4. Asset Management (AMS)

No changes recommended.

5. Workforce (WMS)

No changes recommended.

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

N/A

Damien Connor
General Manager

Prepared by staff member:	Damien Connor, General Manager	
Approved/Reviewed by Manager:	Damien Connor, General Manager	
Department:	General Managers Office	
Attachments:	1 Attachment 5 (Booklet 2) - Draft Tenterfield Shire Council Community Engagement Strategy	20 Pages

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM GOV4/17
Subject:	REGISTER OF COMMITTEES 2016 - 2017

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Council achieves excellence in corporate governance
Strategy:	Implement strategies, policies and practices to achieve excellence in corporate governance
Action:	Undertake all legislative requirements of Local Government

SUMMARY

The purpose of this report is to provide a Committee Register for 2016-2017 which details delegates to both Council and External Committees and to appoint Councillor representation for the three (3) Community Engagement Forums.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Receives and notes the Committee Register 2016-2017; and**
- (2) Appoints three (3) representatives for each of the Community Engagement Forums:**
 - (a) Our Society: Cr _____, Cr _____
Cr _____;**
 - (b) Our Environment: Cr _____, Cr _____,
Cr _____;**
 - (c) Our Economy: Cr _____, Cr _____,
Cr _____; and**
- (3) Councillor representation on the seven (7) Specific Purpose Committees remain as previously delegated in September 2016.**

BACKGROUND

At the September 2016 Extraordinary Council Meeting, Council resolved (237/16) to determine the representation on external bodies, specific purpose committees and other associations as listed for the proceeding twelve (12) months.

In addition, Council determined the interim representation on the current s355 Advisory Committees for a period of two (2) months while a review of the structure of Council's Committees was undertaken.

REPORT:

The revised structure was presented to Council in November 2016 and placed on public exhibition for a period of fourteen (14) days with no submissions being received.

Our Governance No. 4 Cont...

Subsequently, Council resolved (289/16) to determine the Councillor representatives (2) for each of the Specific Purpose Committees and it is recommended that these remain the same as determined in September 2016.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

- Committee Structure placed on exhibition for a period of fourteen (14) days – closed 9 December 2016.
- Letters sent to members of the Specific Purpose Committees inviting them to remain on the Committee.
- Letters sent to members of the remaining s355 Advisory Committees advising that these Committees were to be wound up and inviting the members to provide input to the Community Engagement Forums.

2. Policy and Regulation

N/A

3. Financial (Annual Budget & LTFP)

N/A

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

N/A

7. Performance Measures

N/A

8. Project Management

N/A

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 6 (Booklet 3) 2016-2017 Committees Register **37** Pages

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV5/17
Subject:	2016/17 Budget Review as at 31 December 2016

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Direction 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 submit the December Quarter Budget Review to Council.

OFFICER’S RECOMMENDATION:

That Council adopt the 2016/17 Budget Review as at 31 December 2016.

BACKGROUND

The Office of Local Government has developed a set of minimum requirements for the Quarterly Budget Review Statements. The Quarterly Budget Review statement must show, by reference to the estimated income and expenditure that is set out in the operational plan adopted by Council, a revised estimate of income and expenditure for the year. It also requires the budget review statement to include a report by the responsible accounting officer as to whether or not they consider the statement indicates Council to be in a satisfactory financial position with regard to its original budget, and if not, to include recommendations for remedial action.

A Quarterly Budget Review Statement for the December quarter has been prepared in accordance with the Code of Accounting Practice and Financial Reporting.

The Quarterly Budget Review Statement includes the following reports;

1. Report by Responsible Accounting Officer
2. Income & Expenses Budget Review Statement
3. Capital Budget Review Statement
4. Budget Review Statement – Recommended Changes to Revised Budget
5. Cash & Investments Budget Review Statement
6. Key Performance Indicators Budget Review Statement
7. Contracts Budget Review Statement
8. Consultancy & Legal Expenses Budget Review Statement

A detailed budget review showing each budget item is attached to the report to support the Quarterly Budget Review Statement (Attachment 7 (Booklet 3)).

Our Governance No. 5 Cont...

REPORT:**Operating Result**

Table 1 below compares the projected operating result with the previous quarter. It shows that the projected consolidated surplus has decreased by \$9,376.30 which is mainly due to a decrease in the general fund surplus of \$108,910.55, offset by a positive movement in the water fund operating result of \$94,653.25.

TABLE 1 – OPERATING RESULT EXCLUDING CAPITAL GRANTS AND CONTRIBUTIONS

Fund	Revised Budget	September Qtr	Variance
General	\$ 282,529.76	\$ 391,440.31	(\$108,910.55)
Waste Management	\$ 241,681.71	\$ 240,546.71	\$ 1,135.00
Water	\$ 27,996.29	(\$ 66,656.96)	\$ 94,653.25
Sewerage	(\$ 70,815.23)	(\$ 74,561.23)	\$ 3,746.00
Stormwater	(\$ 43,842.00)	(\$ 43,842.00)	\$ 0.00
Total	\$ 437,550.53	\$ 446,926.83	(\$ 9,376.30)

The following table (Table 2) details the principal variations accounting for the change in the operating result (variations to operating income which are offset by an equal increase in operating expenditure are disregarded as the net effect is zero).

TABLE 2 – MATERIAL BUDGET VARIATIONS – OPERATING RESULT EXCLUDING CAPITAL GRANTS AND CONTRIBUTIONS

Function	Account Description	Variation	Reason
Human Resources	Staff Training – Internal Costs	(\$ 35,000.00)	Revised estimate of internal employee costs
Fire Protection	RFS Refund	(\$ 87,479.00)	Refund of costs discontinued by RFS
Fire Protection	RFS Transitional Grant	\$ 29,561.00	New one-off grant to offset discontinuance of RFS Refund
Transportation Services	Sale of Surplus/Obsolete Plant & Materials	\$ 20,490.00	Adjustment to reflect income from sales
Transportation Services	Regional Roads Block Grant	(\$ 10,000.00)	Adjustment to budget to reflect grant notification
Water Services	Interest on Loan (Dam Wall)	\$ 94,875.00	Borrowings deferred until 2017/18
Total		\$ 12,447.00	

Capital Budget

The capital expenditure budget shows in Table 3 below that projected capital expenditure will decrease by \$3,723,320.47 from that projected in the September QBR. This is largely due to the Tenterfield Dam Wall Construction project. Table 4 below details the material variations in each fund and how the variation will be funded (note - immaterial variations are not included).

Our Governance No. 5 Cont...

TABLE 3 – CAPITAL EXPENDITURE BUDGET

Fund	Revised Budget	September Qtr	Variance
General	\$ 13,067,794.51	\$ 13,073,530.98	(\$ 5,736.47)
Waste Management	\$ 788,185.06	\$ 884,360.06	(\$ 96,175.00)
Water	\$ 2,258,717.59	\$ 5,880,126.59	(\$ 3,621,409.00)
Sewerage	\$ 769,475.25	\$ 769,475.25	\$ 0.00
Stormwater	\$ 166,304.11	\$ 166,304.11	\$ 0.00
Total	\$ 17,050,476.52	\$ 20,773,796.99	(\$ 3,723,320.47)

TABLE 4 – MATERIAL BUDGET VARIATIONS – CAPITAL EXPENDITURE BUDGET

Function	Account Description	Variation	Reason
Waste Management	Boonoo Boonoo Landfill – New Cell Construction	(\$ 146,175.00)	New cell will not be constructed this financial year
Waste Management	Boonoo Boonoo Landfill Site Design	\$ 50,000.00	Initial funding to commence design. Remainder in 2017/18 budget.
Water	Dam Wall Construction & Project Management	(\$3,573,000.00)	Project completion now expected in 2017/18.
Water	Loan Repayments (Sam Wall)	(\$ 48,409.00)	Borrowings deferred until 2017/18
TOTAL		(\$3,717,584.00)	

Key Performance Indicators

The following table (Table 5) compares the key performance indicators on a consolidated funds basis with the original budget. A more detailed analysis is contained in the Quarterly Budget Review Statement. It shows that Council is achieving all benchmarks except the Own Source Operating Revenue Ratio and the Infrastructure Backlog Ratio. When the Financial Assistance Grant is included in the Own Source Revenue Ratio calculation (as it is for "Fit for the Future" assessment purposes) Council would also meet that performance benchmark. The Backlog Ratio has been recalculated as part of the development of the current 10 year Long Term Financial Plan and the projected result has been updated.

TABLE 5 – KEY PERFORMANCE INDICATORS (CONSOLIDATED FUNDS)

Performance Indicator	OLG Benchmark	Projection 2016/17	Original Budget 2016/17
Operating Performance Ratio (%)	>0%	2.78%	4.40%
Own Source Operating Revenue Ratio (%)	>60%	46.98%	46.00%
Unrestricted Current Ratio	>1.5x	3.28x	2.23x
Debt Service Cover Ratio	>2.0x	8.58x	7.76x

Our Governance No. 5 Cont...

Performance Indicator	OLG Benchmark	Projection 2016/17	Original Budget 2016/17
Rates, Annual Charges, Interest & Extra Charges Outstanding	<10% (Rural)	5.83%	5.76%
Cash Expense Cover Ratio	>3 mths	9.07 mths	7.33 mths
Building & Infrastructure Renewals Ratio	>100%	192.14%	229.04%
Infrastructure Backlog Ratio	<2%	4.73%	2.67%
Asset Maintenance Ratio	>1.00x	1.10%	1.10x

Working Funds

Working funds is a financial indicator that discloses the working capital available to Council to fund day to day operations. Working funds is the net current assets (current assets less current liabilities) less "restricted" cash and investments included in current assets. Restricted cash includes reserves set aside by Council for a specific purpose (internal restrictions) and external restrictions (such as unspent grants or loan funds). The net current assets figure is adjusted for items already included in the annual budget to avoid double counting. This involves adding back interest bearing liabilities disclosed as a current liability and cash backed provisions.

The working funds table below (Table 6) shows that all funds are in a sound position and have more than adequate liquidity to meet commitments in the short term.

TABLE 6 – ESTIMATED WORKING FUNDS POSITION

Fund	Projected 30/06/2017
General Fund	\$ 1,554,469.51
Waste Management	\$ 754,649.90
Tenterfield Water	\$ 1,543,680.92
Tenterfield Sewerage	\$ 1,333,745.52
Stormwater Management	\$ 258,142.40
TOTAL	\$ 5,444,688.25

A summary of the significant movements in the budget during the December Quarter forms part of the Quarterly Budget Review Statement.

The budget shows income from all sources (operating income, capital income, loan funds, proceeds from the sale of assets, transfers from reserves, restricted funds) and operating expenditure, capital expenditure, transfers to reserves and restricted funds.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)
N/A.

2. Policy and Regulation

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

Our Governance No. 5 Cont...

- Australian Accounting Standards
- Office of Local Government Circulars

3. Financial (Annual Budget & LTFP)

Recommended variations to the annual budget are detailed in this report.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

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

7. Performance Measures

The impact of the recommended budget variations on Councils key performance indicators is detailed in the Quarterly Budget Review Statement.

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 7 (Booklet 3) - Quarterly Budget Review Statement for the Period 1 October to 31 December 2016	73 Pages

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV6/17
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:	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 31 January 2017.

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 31 January 2017.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$	1,765,572.52	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 31 January 2017 showing the various invested amounts and applicable interest rates.

Our Governance No. 6 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.

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 8 (Booklet 4) - Summary of Investments - 31 January 2017	1 Page

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV7/17
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:	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 31 January 2017.

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 31 January 2017 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:

The "Recommended Changes Next QBR" column incorporates budget amendments that are reflected in the December quarter budget review.

There is no major over-expenditure to report however a budget adjustment will be required for the item "Tenterfield Dam Wall Project Management Costs" at the March QBR following a revised estimate of costs that will be incurred this financial year.

Our Governance No. 7 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

The amendments 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 are reflected in the performance measures included in the December (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 9 (Booklet 4) - Capital Expenditure Program 2016/17 - 31 January 2017 3 Pages

Department:	Corporate Services
Submitted by:	Director Corporate Services
Reference:	ITEM GOV8/17
Subject:	Report on Loan Balances

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Direction 6.1 – Council has a long-term vision based on principles of sustainability.
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 inform Council of its loan balances.

OFFICER'S RECOMMENDATION:

That Council notes the loan balance as at 31 December 2016 was \$4,808,258.70.

BACKGROUND

Council resolved at its meeting on 24 August, 2011 (Resolution 380/11) that a report be provided every three (3) months summarizing Councils debt levels and that the report should include the date the loan is taken out, the amount of the original loan, the current balance owing, the term of the loan, the interest rate and the payment details.

REPORT:

Loan payments are being made in accordance with the loan agreements. Council's loan balance as at 31 December, 2016 was \$4,808,258.70. The final payment on the loan for the development of the Industrial Estate was paid in December.

The Debt Service Cover Ratio measures the availability of operating cash to service debt including interest, principal and lease repayments. Council is required to report on this ratio in its financial statements in accordance with the Local Government Code of Accounting Practice and Financial Reporting.

Council's performance against this indicator for the year ended 30 June, 2016 was as follows.

Debt Service Cover Ratio	2016 Result	2015 Result	2014 Result	Benchmark
	8.90x	7.64x	3.85x	>2.00x

The Debt Service Cover Ratio of 8.90 times means that Council has \$8.90 to pay every dollar of interest and principal on current borrowings. The NSW Office of Local Government benchmark for financial sustainability is to have a benchmark greater than 2.0x.

Our Governance No. 8 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

N/A.

2. Policy and Regulation

- Section 621 of the Local Government Act allows a Council to borrow at any time for any purpose allowed under the Act subject to any restrictions imposed by the Minister in accordance with Section 624 of the Act.

3. Financial (Annual Budget & LTFP)

N/A.

4. Asset Management (AMS)

N/A.

5. Workforce (WMS)

N/A.

6. Legal and Risk Management

N/A.

7. Performance Measures

N/A.

8. Project Management

N/A.

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 10 (Booklet 4) - Loan Summary - 31 December 2016 **1** Page

(ITEM RC1/17) REPORTS OF COMMITTEES & DELEGATES - AUDIT & RISK COMMITTEE - 15 DECEMBER 2016

REPORT BY: Allan Shorter, Director Corporate Services

A meeting of the Audit & Risk Committee was held on Thursday, 15 December 2016. Minutes of the meeting are attached.

RECOMMENDATION:

That Council receives and notes the Minutes of the Audit & Risk Committee meeting held on Thursday, 15 December 2016.

ATTACHMENTS

1 Minutes of Meeting 6 Pages



**MINUTES OF
AUDIT & RISK COMMITTEE
THURSDAY, 15 DECEMBER 2016**

MINUTES OF THE **Audit & Risk Committee** OF TENTERFIELD SHIRE held at the Tenterfield Shire Council Chambers on Thursday, 15 December 2016 commencing at 1.00 pm.

ATTENDANCE

Councillor Peter Petty (Mayor)
Councillor Don Forbes
Mr Geoff King – Independent External Member
Mr Andrew Page – Independent External Member

ALSO IN ATTENDANCE

Director of Corporate Services (Allan Shorter)
(WHS & Risk Management Officer (Wes Hoffman)
Manager of Finance (Paul Chawner)
Executive Assistant & Media (Noelene Hyde)

Mr Geoff Allen (Forsyths) by teleconference for Item
6.4 – 2015/16 Annual Financial Statements and
Auditors Report – Report AR16/008

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

WELCOME AND INTRODUCTION

Director Corporate Services, Mr Allan Shorter gave a brief overview of the Audit & Risk Committee which was previously the Internal Audit Committee.

He introduced the new members, these being Mayor Peter Petty, Councillor Don Forbes and Mr Geoff King as one of the Independent External members of the Committee. Mr Andrew Page (Southern Downs Regional Council) remains as the only Independent External member who served on the previous Committee. The other External member, Mr Peter Sheville, was unfortunately unable to attend this meeting.

ELECTION OF TEMPORARY CHAIRPERSON

Under the terms of the Committee, the Chairperson needs to be an External Member. Mr Peter Sheville has indicated an interest in taking on the role of Chairperson.

RECOMMENDATION

Resolved that Mr Geoff King be elected as temporary Chairperson due to the absence of Mr Peter Sheville.

(Peter Petty/Andrew Page)

APOLOGIES

Resolved that the apology of Mr Peter Sheville (Independent External Member) and Mr Damien Connor (General Manager) be received and noted.

(Geoff King/Andrew Page)

DECLARATION OF CONFLICT OF INTERESTS

Committee Members to disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Name	Type	Item
Mr Geoff King (Independent External Member)	Less Than Significant Non Pecuniary	1. Member of Audit Committees of the City of Gold Coast and Central Highlands Councils. 2. Member of Advisory Committee of University of Queensland Business School.

CONFIRMATION OF MINUTES

Resolved that the Minutes of the Audit & Risk Committee meeting held on Wednesday, 7 September 2016, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

(Andrew Page/Allan Shorter)

PRESENTATIONS

5.1 UPDATE ON COUNCIL'S RISK MANAGEMENT STATUS

Mr Wes Hoffman reported on Council's Risk Management Status:

- External stakeholders have influenced Council's Risk Management Action Plan – StateCover Mutual (Workers Compensation) and StateWide Mutual (Assets).
- Emphasis has been placed on safety in the workplace with figures gradually increasing for "near misses" etc – due to a change of culture for reporting within the organisation.
- The end of financial year review shows that 2015/2016 is the first time in 14 years that Council has had no Workers Compensation lost time injuries.
- Figures also show that Council has 2.8 claims per 100 employees – the current premium reflects this – very low figure when compared to the other 14 like-sized Councils.
- Council has introduced "SafeHold", a software system dedicated to risk management, risk reporting and management of work health and safety matters.
- The three (3) Risk Objectives as outlined in StateWide Mutual's "Risk Management Action Plan" are currently under the development and implementation stages.

REPORTS

6.1 RISK MANAGEMENT POLICY, AUDIT & RISK COMMITTEE CHARTER REPORT AR16/005

Director Allan Shorter reported on the new Risk Management Policy, highlighting the twelve (12) Policy Objectives as the driver for the Audit & Risk Committee. These being:

1. Establishing a comprehensive **risk management framework** that outlines the entire risk management environment, (including inter-dependencies) and Councils overall approach to managing risk;
2. Establishing and routinely reviewing a **risk management plan**, to be utilised as the key operating document for the management of risk;
3. Developing and maintaining a comprehensive **risk register** with knowledge of all of Councils identified risks including the assessment, treatment, status summary and responsible department for each risk;
4. Maintaining a risk management **improvement (action) plan** detailing the required actions to enable the targeted improvement of Councils capabilities in the management, monitoring and reporting of risks;
5. Establishing and resourcing an **Audit and Risk Committee** to undertake the independent oversight of Councils risk, audit and

- compliance management functions and strengthen its risk framework;
6. Adopting and routinely reviewing Council's **Audit and Risk Committee Charter** outlining the roles and responsibilities of Council Audit and Risk Committee;
 7. Resourcing and implementing an adequate **internal audit program** to review functions of Council with a high impact and/or likelihood of risk;
 8. Maintaining and regularly reviewing a **business continuity plan** for all of Councils business critical functions;
 9. Fostering a risk-aware culture throughout Council, supported at a whole of organisation level through the formation of a **Risk Improvement Group**;
 10. Utilising risk management information to proactively **inform decision making** on Councils strategic direction, policy settings, resource allocation, and operational planning;
 11. Developing and implementing indicators relevant to risk management for **periodic reporting** as well as mechanisms for the reporting of risks above predetermined thresholds (escalation matrix);
 12. Implementing a **monitoring program** with regard to Councils internal control and compliance framework in order to provide assurance to stakeholders.

RECOMMENDATION

That the Committee receives and notes Report AR16/005 – Risk Management Policy and Audit and Risk Committee Charter.

(Geoff King/Andrew Page)

6.2 FRAUD, MISCONDUCT AND COMPLIANCE REPORT AR16/006

Director Allan Shorter advised that the General Manager has had no breaches or allegations of breaches from July 2016.

The General Manager to provide a report to each Audit & Risk Committee meeting, including any allegations.

RECOMMENDATION

That the Committee receives and notes Report AR16/006 – Fraud, Misconduct and Compliance.

(Andrew Page/Peter Petty)

6.3 REPORTING SCHEDULE – 2017
REPORT AR16/007

Director Allan Shorter advised that the Reporting Schedule was adopted by the previous Audit & Risk Committee and subsequently adopted by Council.

ACTION

The Chairperson requested that a note be provided on each of the issues in accordance with the Reporting Schedule.

RECOMMENDATION

That the Reporting Schedule – 2017 be endorsed by the Committee.

(Geoff King/Andrew Page)

6.4 2015/16 ANNUAL FINANCIAL STATEMENTS AND AUDITORS
REPORT - REPORT AR16/008

Council External Auditor, Mr Geoff Allan from Forsyths, provided a report to the Committee by tele conference during the meeting.

ACTION

The Chairperson requested that status updates and a timetable be presented at the next Audit & Risk Committee meeting on the following audit issues:

- Revaluation of Water and Sewer
- Related Party Accounting Standard

RECOMMENDATION

That the Committee receives and notes the 2015/2016 Financial Statements and the Auditor's Report previously adopted by Council.

(Geoff King/Peter Petty)

6.5 2016/17 BUDGET REVIEW – 30 SEPTEMBER 2016
REPORT AR16/009

The 2016/17 Budget Review was adopted by Council at the November 2016 meeting.

Finance Manager Paul Chawner gave an overview to the meeting advising as follows:

- \$300,000 reduction in the estimated surplus;
- Working funds position is strong – Council retains the capacity to absorb any financial shocks;
- Budgeted capital expenditure – checks in place to ensure budgeted works are carried out.

RECOMMENDATION

That the Committee receives and notes the 2016/17 Budget Review to 30 September 2016, previously adopted by Council.

(Geoff King/Peter Petty)

ONGOING ITEMS

7.1 INTERNAL AUDIT PROGRAM 2016/17

- **Asset Management**

Director Allan Shorter advised this may be an issue for an audit in the next year as Council is currently doing a lot of work on Asset Management plans, policies and procedures and re-developing Council's Integrated Planning & Reporting as required.

ACTION

Provide an update to the next meeting.

- **Business Continuity Management**

Director Allan Shorter advised that Council's Business Continuity Plan is in the process of being updated following a workshop conducted by Echelon.

- **Records & Information Management**

Director Allan Shorter advised that an Audit has been conducted and results/recommendations are to be reviewed with improvements to be implemented where necessary.

MEETING SCHEDULE

Meetings for 2017 scheduled as follows:

- Wednesday, 1 March 2017 at 1.00 pm
- Wednesday, 7 June 2017 at 1.00 pm
- Wednesday, 4 October 2017 at 1.00 pm
- Wednesday, 6 December 2017 at 1.00 pm

Resolved that the Committee endorse the Meeting Schedule for 2017.

(Geoff King/Andrew Page)

GENERAL BUSINESS

Review of Council's IT Systems

The Chairperson suggested that the Audit & Risk Committee request a security review of Council's IT Systems and a 3rd Party Right to Audit of Council's IT provider.

There being no further business the Interim Chairperson declared the meeting closed at 2.50 p.m.

.....
Mr Geoff King
Interim Chairperson

(ITEM RC2/17) REPORT OF COMMITTEE & DELEGATES - TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE - 8 DECEMBER 2016

REPORT BY: Peter Petty, Chairperson, Mayor

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 8 December 2016. Minutes of the Meeting are attached.

RECOMMENDATION

That Council receives and notes the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 8 December 2016.

ATTACHMENTS

1 Minutes of Meeting 8 Pages



MINUTES OF
TENTERFIELD SHIRE LOCAL TRAFFIC
COMMITTEE MEETING
THURSDAY 8 DECEMBER 2016

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF TENTERFIELD SHIRE held at the Council Chambers on Thursday 8 December 2016 commencing at 10.10am

ATTENDANCE

Mayor Cr Peter Petty (TSC)
Councillor Gary Verri (TSC)
Councillor Brian Murray (TSC)
Councillor Tom Peters (TSC)
Glen Lamb (Representing The Hon Thomas George, MP)
Stefan Wielebinski (NSW RMS)
Anthony Garland (NSW Police)

ALSO IN ATTENDANCE

Director of Engineering Services (Stephen Bell)
Works Manager (James Paynter)

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

APOLOGIES

The Hon Thomas George, MP Member for Lismore

Resolved that the apologies be accepted.

(Glen Lamb/Cr Peters)

CONFIRMATION OF MINUTES

Resolved that the minutes of the meeting held on 19 August 2016 are a true and accurate record of that meeting.

(Glen Lamb/Cr Peters)

BUSINESS ARISING FROM PREVIOUS MINUTES

1. Local Roadside Information Signs - Legume

The Legume Progress Association submitted a request for consideration of the installation of two small roadside information signs in the village of Legume, indicating the location of the Public Hall and the location of an overnight camping facility.

Action:

The Director Engineering Services advised:

- In conjunction with RMS, the camping meets the warrants for installation of signs in accordance with RMS Service Signposting Guidelines. However the request requires further assessment by Council. RMS has also emailed a sign design to Council for consideration.
- RMS has recommended to Council that the RMS Service signposting guidelines be adopted for type/eligibility to manage proliferation in terms of signposting the Legume Hall.
- No funding is currently available for the supply and installation of camping signs. Signage will be installed when funding is available.

2. Speeding Vehicles – East Street Tenterfield

The Member for Lismore, the Hon Thomas George MP, has been approached by a resident of East Street, Tenterfield, regarding a concern with speeding vehicles. The resident has requested that a traffic count be undertaken to see if any action is required.

Action:

The Director Engineering Services advised that Classifying Traffic Counters were placed at East Street from 8 September 2016 to 6 October 2016. The 85%ile speed is 61.2km, which is greater than the signposted speed of 50km. The times of the day when vehicles are exceeding the speed limit will be documented and forwarded to the Tenterfield Police for their attention.

3. Pedestrian Crossing Lighting – Rouse Street (New England Highway), Tenterfield

A resident and business owner of Tenterfield expressed concern regarding the visibility of pedestrians using the pedestrian crossing on Rouse Street at sundown. The resident has suggested a near miss between his vehicle and a pedestrian would not have occurred if there was better lighting.

Action:

The Director Engineering Services advised that Council is liaising with the RMS Road Safety Officer to arrange funding for a lighting assessment under the 40kms zone High Pedestrian Area program. In addition, pedestrian warning signs will be upgraded to fluoro in accordance with Australian Standards to enhance visibility and awareness of the crossing.

4. Safety Concerns – Intersection of Paddys Flat Road and Plains Station Road with Bruxner Highway Tabulam

A resident and school bus driver of Tenterfield expressed safety concerns regarding the intersections of the Bruxner Highway at Paddys Flat Road and Bruxner Highway at Plain Station Road. The concerns include sight distance (visibility to oncoming vehicles), signage and markings.

Action:

The Director Engineering Services advised that Council has recently written to the owners of the Balunda sign and the owners of the other two advertising signs within the road reserve requesting that they be removed immediately to improve sight distance and safety at the subject locations.

Vegetation maintenance is also being investigated and costed by Council. The vegetation clearing will be undertaken subject to available funding.

5. Signage Query – Intersection of Bruxner Highway and New England Highway

A visitor to Tenterfield came to Council's customer service counter to verbally report that when driving westwards on the Bruxner Highway (High Street) and coming to the intersection of the Bruxner Highway and the New England Highway, there is no sign to indicate which way to go (i.e. Stanthorpe or Glen Innes).

Action:

The Director Engineering Services advised that RMS has been liaising with Council for installation of intersection guide signposting at this location including an advanced guide sign located near the METRO Service Station on the Bruxner Highway. Council is investigating whether there are any site constraints or impediments to signage at the subject location and will advise RMS accordingly. Once Council has confirmed whether there are any site constraints or impediments, these will be referred to RMS who will then determine a preferred location to install the signs.

6. Request for Signage on Mount Lindesay Road

Councillor Verri requested a sign be erected on the Mount Lindesay Road, near Boundary Road, indicating the distance to Urbenville.

Action:

Stefan Wielebinski advised that if the above request is to be considered, the sign would need to reference the towns or attractions along the route (i.e. Liston, Legume, Woodenbong etc). Urbenville is not located along Mt Lindesay Road. A sign indicating the location and distance of Urbenville from Mt Lindesay Road would need to be installed at Tooloom Road or close to the Tooloom Road intersection. Council can install such signs and don't need TASAC approval.

Stefan also advised that if signs are to be installed on the State Road network, such signs will need to be approved by TASAC. If Council decide to install location / direction signs on Mt Lindesay Road it is preferable that the signs be uniform with what is installed on the State Road network.

The Director Engineering Services advised that Council is investigating signage options and costs. At this time however, the installation of signs noting the various towns, attractions and distances along Mt Lindesay Road is not an identified priority or funded from the annual budget.

GENERAL BUSINESS (INCLUDING LATE ITEMS)

1. CARAVAN PARKING – WHEREAT LANE TENTERFIELD

Background

A couple came to the front counter of Council's administration building to discuss the lack of caravan parking in Tenterfield. They have a small van and followed the signs in Rouse Street (coming from the North) and ended up in Whereat Lane car park which didn't suit them to park as it was too confined. They were wondering if at all possible if Council could designate an area (possibly by the creek) on the bottom side of the car park for the public to park vans. This would require signage to designate it to vans and not cars. They have done a lot of travelling and found it really difficult to park in Tenterfield.

Comment

Stefan Wielebinski advised that the current RMS signposting guidelines do not permit caravan parking signs to be placed on any State Road. Consequently, there is no point providing for caravan parking bays if there are no signs on the State Road directing motorists to the parking locations.

The Director Engineering Services advised that there is caravan parking at the Visitors Centre, with ample parking available in any side street for caravan parking. He further advised that a sewerage dump point could be considered for installation at any possible location, which would allow for signs to be installed. However, installation of a sewerage dump point is not an identified priority in Council's budget or able to be funded. Therefore, Council will not be considering a caravan parking bay at Whereat Lane car park.

The Committee members agreed that no caravan parking bay be provided.

Action:

That a caravan parking bay not be installed at the Whereat lane car park.

RMS Rep – Y
Council Rep – Y
MP Rep – Y
Police Rep – Y

2. PUBLIC CARPARK – MANNERS STREET

Background

Correspondence has been received from Tenterfield Total Care requesting two (2) limited time parking spaces in the Council car park at the rear of the Community Centre from 11:30am to 1:00pm Weekdays to allow Meals on Wheels Volunteers to pick up and return to the Centre. Request is for staff to display two (2) meals on wheels only space signs during the hours requested at the current "No Stopping Sign & possibly one other.

Comment:

Stefan Wielebinski advised that there is no sign that can be used to allow Meals on Wheels to have exclusive use of parking bays. Such restrictions only apply to emergency services.

The Director Engineering Services advised that a loading zone or short term parking (i.e. timed restrictions) could be considered. However, such restrictions will have a significant impact on parking availability and on Council resources to police the timed parking.

The Director Engineering Services advised that Council will investigate whether time restricted parking can be provided near the Tenterfield Total Care building to accommodate Meals on Wheels. He further advised that he would discuss the proposal with Council Rangers to determine whether additional timed parking restrictions would pose problems from a policing / resourcing perspective.

Recommendation

The Council investigate whether time restricted parking can be provided near the Tenterfield Total Care building to accommodate Meals on Wheels.

RMS Rep – Y
Council Rep – Y
MP Rep – Y
Police Rep – Y

3. HIGH STREET TENTERFIELD (NO EXIT SIGN)

Background

Local Police have raised the issue of the 'No Exit' sign on High Street at the intersection with Rouse Street. The sign is no longer covered by the Act/Regulation and therefore cannot be policed. Request that RMS/Council consider replacing same with an appropriate sign.

There is also a 'No Exit' sign at the rear of Food Works' at the start of the lane at the eastern boundary of the building that would require addressing.

Comment:

A site inspection was undertaken and it was agreed that the signage be rectified.

Recommendation

That Council arrange as soon as possible for the correct signage to be installed on High street, at the Rouse Street intersection, subject to available funding.

RMS Rep – Y
Council Rep – Y
MP Rep – Y
Police Rep – Y

4. WOOD STREET, PARKING ISSUE

Background

A resident has complained about vehicles parking adjacent to the Sharlstone Court aged housing units in Wood Street. In particular, the section between the Bruxner Highway and the driveway access is a concern with regards to visibility. Council Officers inspected the site and it is proposed that Council install a yellow line to prevent vehicles from parking in this section which is within 20 m of the intersection and in conjunction with guidelines. In addition, Council will correspond with the owners of Sharlstone Court and request that the vegetation/hedge be trimmed at the fenceline to provide better visibility.

Comment:

The Director Engineering Services advised that an inspection was undertaken to determine the extent of the parking problem. The Director advised that sight distance is obscured by vegetation within the Sharlstone Court aged housing units at Wood Street. He also advised that a yellow line to discourage cars parking at the corner of Wood Street and Bruxner Highway be installed.

Recommendation

1. That Council arrange as soon as possible for a yellow line to be installed at the corner of Wood Street and Bruxner Highway to delineate where people can legally park.
2. That Council write to the owners of Sharlstone Court advising of the need to prune/trim vegetation within that property so as to improve sight distance to vehicles and pedestrians at Wood Street.

RMS Rep – Y
Council Rep – Y
MP Rep – Y
Police Rep – Y

5. PROPOSED ROAD CLOSURE SIGNS FOR BRUXNER WAY & OLD BALLANDEAN ROAD

Background

Councils Works Manager, James Paynter, provided an overview of proposed changes to signage at Bruxner Way and Old Ballandean Road respectively to identify road closures during flood events. James advised that there is a need to provide advance warning to the travelling public about roads closed due to flooding so that alternative travel arrangements can be made and travel safety improved.

Comment:

A draft Plan was presented to the Committee showing the indicative location and types of signs proposed to warn / advise the travelling public of road closures during emergencies such as flood events. The draft plan was principally supported by Committee members.

James Paynter advised that the new signs will be installed at Old Ballandean Road and Bruxner Way as funding permits.

6. ADDITIONAL 50KM SIGN REQUEST IN JENNINGS

Background

A resident has requested that Council erect an additional 50kph sign further along Ballandean Street in Jennings. It is a no through road however the volume of traffic is increasing.

Comment:

The Director Engineering Services advised that he had undertaken an inspection of Ballandean Street. The street is only 1km long and a no through road. The Director advised that additional speed zone signs at Ballandean Street was not warranted due to its short length.

Action:

That additional 50km speed zone signage not be installed at Ballandean Street Jennings.

RMS Rep – Y
Council Rep – Y
MP Rep – Y
Police Rep – Y

BUSINESS WITHOUT NOTICE

Nil

NEXT MEETINGS

Thursday 2 February 2017

There being no further business the Chairman declared the meeting closed at 11.30 am.

.....
Mayor Councillor Peter Petty
Chairperson

(ITEM RC3/17) REPORT OF COMMITTEE & DELEGATES - TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE - 2 FEBRUARY 2017

REPORT BY: Peter Petty, Chairperson, Mayor

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 2 February 2017. Minutes of the meeting are attached.

RECOMMENDATION

That Council receives and notes the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 2 February 2017.

ATTACHMENTS

1 Minutes of Meetng 7 Pages



MINUTES OF
TENTERFIELD SHIRE LOCAL TRAFFIC
COMMITTEE MEETING
THURSDAY 2 FEBRUARY 2017

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF TENTERFIELD SHIRE held at the Council Chambers on Thursday 2 February 2017 commencing at 10.15 am

ATTENDANCE

Mayor Cr Peter Petty (TSC)
Councillor Gary Verri (TSC)
The Hon Thomas George, MP – Member for Lismore
Stefan Wielebinski (NSW RMS)

ALSO IN ATTENDANCE

Director of Engineering Services, Stephen Bell
Works Manager, James Paynter
Engineering Officer, Jessica Gibbins
Administration Officer (Casual), Gordana Sommer
Lisa Seidger, RMS
Tara McAuley, RMS
Peter Lane, RMS

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

DISCLOSURE OF INTERESTS

Nil.

APOLOGIES:

Resolved that the apologies of Robert Clarke (NSW Police) and Darren Druitt (NSW Police) be received and accepted.

(GV/PP)

CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenterfield Shire Local Traffic Committee meeting held on Thursday 8 December 2016, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

(GV/PP)

BUSINESS ARISING FROM PREVIOUS MINUTES

1. ROAD SAFETY CONCERN – INTERSECTION OF NEW ENGLAND HIGHWAY AND BRUXNER WAY, TENTERFIELD

The intersection of New England Highway and Bruxner Way/Old Ballandean Road has been tabled for consideration at previous meetings. Peter Lane, Manager Program Delivery, Roads and Maritime Services, Northern Region, provided advice on possible improvements at the intersection of New England Highway and Bruxner Way/Old Ballandean Road.

Peter Lane advised the Committee that numerous concepts have been investigated including a full redesign concept, resealing and line marking, and possible speed reduction at the subject location. All concepts were limited for several reasons, but more particularly, funding constraints under the Black Spot Program due to the requirement to meet a BCR (Benefit Cost-Ratio) of greater than 10. For example, the reconstruction of the intersection to achieve improved sight distances only achieves a BCR of 1.0.

The Hon Thomas George, MP expressed concerns that both Council and RMS have been looking at this issue for a very long time with no progress to where we are today and that it is a real road safety issue. Furthermore, The Hon Thomas George, MP expressed his concerns that in country & regional areas we continually have issues about BCRs & if we are going to depend on BCRs then nothing will ever be done.

RMS are looking at technology, this being a Rural Intersection Active Warning System, which is activated by the movement of vehicles. This will be the first NSW intersection to be trialled with such technology if approved. Data taken from other states who have implemented these systems have proven to reduce vehicle speed and accidents. The technology is solar powered, with permanent signs warning highway traffic of vehicles approaching the side roads, that illuminate when triggered by traffic.

Looking at funding sources next financial year but possibly this financial year. However, there is a 2-3 month wait for products to be sourced from overseas.

GENERAL BUSINESS

1. EVENT REQUEST – TENTERFIELD ANZAC DAY MARCH – 25 APRIL 2017

Application received from Tenterfield RSL Sub-Branch regarding Anzac Day activities on 25 April 2017 was tabled for consideration.

Council's Engineering Officer advised the Committee that Council is currently liaising with the event organiser to ensure the "Special Events Transport Management Plan - Template" application checklist is completed including public liability, proposed route, notification to emergency services. A Road Occupancy Licence will be required for Rouse Street prior to the event occurring. Stefan Wielebinski advised that the process has changed for obtaining a Road Occupancy Licence and events need to be processed in a timely manner to ensure RMS concurrence.

RECOMMENDATION

That Council offers no objections to the temporary closure of roads such as Manners Street, Rouse Street and Molesworth Street in the Tenterfield CBD associated with the ANZAC Day ceremony 25 April 2017 subject to Police, RMS approval incorporating Road Occupancy Licence and standard conditions.

Police Rep- Y
RMS Rep- Y
Council Rep- Y
MP Rep - Y

2. EVENT REQUEST – KILLARNEY P-10 STATE SCHOOL P & C BORDER RANGES TRAIL RIDE

Council's Engineering Officer tabled the application received from Killarney P-10 State School P & C regarding the Border Ranges Trail Ride to be held on 25, 26 March 2017. The application included details of public liability insurance (to be forwarded in March), traffic management plan, event details, emergency evacuation plan & template letters to be forwarded to all emergency services.

Road crossings include Mount Lindesay Road at Lower Acacia and Carters Road/Mount Lindesay Road. Brad Doyle, (Killarney QLD Police) has provided a copy of the issued QLD Police Special Permit for the proposed Killarney Trail Bike Ride and has also advised that he will be installing the road signs as per the Traffic Management Plan.

RECOMMENDATION

That Council offers no objections to the holding of the Killarney P-10 State School P & C Border Ranges Trail Ride subject to Police approval and standard conditions.

Police Rep- Y
RMS Rep- Y

Council Rep- Y
MP Rep - Y

3. EVENT REQUEST – URBENVILLE SHORT COURSE RALLY – 22 APRIL 2017

Council has been recently been advised of this proposed event to be held on Saturday 22 April 2017. This same event was held last year on 28 May 2016 which included closure of Beaury Creek Road from the junction of Tooloom Road to the intersection of Urbenville Road. The event is to be held on Saturday 22 April 2017.

The documentation was distributed by email to the Committee members for discussion and approval.

RECOMMENDATION

That Council offers no objections to the holding of the Urbenville Sprint Car Rally including closure of Beaury Creek Road from the junction of Tooloom Road to the intersection of Urbenville Road to be held on Saturday 22 April 2017, subject to Police approval and standard conditions.

With respect to items 1-5 requested by the Event Organisers it is recommended that Council:

1. Approve the event in principle subject to Police approval and standard conditions.
2. That Tenterfield Shire Council does not provide road closure boards as per the submitted Traffic Management Plan.
3. Does not waive the fees as set out in Council's Fees & Charges. The event organiser has already paid the fee on application.
4. Beaury Creek Road is to be inspected by both parties (Council and Event Organiser) prior to the staging of the event, to determine what maintenance, if any, is required. Beaury Creek Road would only be graded if due for a maintenance grade or if resources are available in the local area. If resources are not available, the event organiser may be required to pay for grading of the road. The event organiser to sign a waiver that the condition of the road is returned to the same condition prior to the staging of the event.
5. In conjunction with Kyogle Council advertises the road closure for this event as the roads authorities for the roads to be used. The Council logo is not to be used on any leaflets or flyers promoting the event.

Police Rep- Y
RMS Rep- Y
Council Rep- Y
MP Rep - Y

4. EVENT REQUEST – BRUSH WITH VERSE – PROPOSED ROAD CLOSURE – 30 MARCH 2017

Council's Engineering Officer tabled the request from "A Brush with Verse" community group requesting temporary road closure of High Street between Rouse Street (New England Highway) and Whereat Lane for the holding of a public

assembly/ street party in conjunction with the Oracles Festival on 30 March 2017 between hours of 7pm to 10pm. It is proposed to have live music and entertainment with outdoor screenings of previous Council acquisitions, food provided by Lions Club and possible liquor licence for the event.

Council is currently liaising with the event organiser to ensure the "Special Events Transport Management Plan - Template" application checklist is completed including public liability and notification to emergency services and residents. Full TCP will be required for this event. Stefan Wielebinski advised that a road occupancy licence would not be required. This is similar to the temporary road closure used for Country Music Festival Tamworth.

RECOMMENDATION

That Council offers no objections to the temporary closure of High Street between Rouse Street (New England Highway) and Whereat Lane in the Tenterfield CBD associated with the 'A Brush with Verse' street party subject to Police approval including approved Traffic Management Plan and standard conditions.

Police Rep- Y

RMS Rep- Y

Council Rep- Y

MP Rep - Y

5. REQUEST FOR A SPEED REDUCTION ON KILLARNEY ROAD

The letter received from a resident requesting a speed reduction from 100k/hr to 80k/hr on Killarney Road, between the QLD/NSW border to Legume was tabled for discussion. Stefan Wielebinski will inspect the stretch of road in question, determine if the speed reduction would improve safety and the change warranted. He will provide a recommendation to a future LTC meeting.

ACTION:

- Council to provide up to date traffic count data to RMS
- RMS to conduct a speed zone review at this location and report back to the Committee

6. TOOLOOM FALLS SIGNAGE REQUEST

The request from Urbenville Progress Association requesting a larger sign indicating the Tooloom Falls was tabled for consideration.

Stefan Wielebinski advised that signage at this location did not require support from TASAC. If the Falls is a popular tourist destination then advance sign posting may also be warranted.

ACTION:

- Council to advise RMS on what facilities are available to the area i.e. toilets
- RMS to liaise with Council and help provide a design for the signs
- Council to install signage including advance signposting (if warranted), subject to funding being available.

7. VISIBILITY ISSUE IN HIGH STREET, TENTERFIELD - REQUEST FROM A RESIDENT

A resident who accesses their property from High Street has requested that the car parking spot directly next to the driveway access be removed as it is difficult for the resident to see past a parked vehicle. As this is an RMS controlled road, RMS will inspect and advise Council whether to re instate the no parking zone or implement other measures at this location.

ACTION: RMS to conduct site inspection and report back to Council.

8. EVENT REQUEST – URBENVILLE ANZAC DAY MARCH – 25 APRIL 2017

The application received from Urbenville RSL Sub-Branch regarding Anzac Day activities on 25 April 2017 was tabled for consideration.

Council's Engineering Officer advised the Committee that Council is currently liaising with the event organiser regarding public liability for the event, notification to emergency services and residents. A Traffic Management Plan will be obtained by Kyogle Council and implemented by Council volunteers who are accredited in Traffic Control.

RECOMMENDATION

That Council offers no objections to the temporary closure of roads such as Beaury Street, Tooloom Street and Clarence Way in Urbenville associated with the ANZAC Day ceremony 25 April 2017 subject to Police and standard conditions.

Police Rep- Y
RMS Rep- Y
Council Rep- Y
MP Rep - Y

9. ROAD SIGNS LOCATED ON THE APPROACHES OF TENTERFIELD

Stephen Bell raised the issue of road signs at the northern approach to the town of Tenterfield, which are detracting from the visual amenity at the entrance to Town. One sign in particular, being the Road Safety Sign / Structure is in poor condition and has a negative impact on visitors coming to our area. There is also a plethora of advertising signs within the road reserve and adjacent private property that would appear to be unapproved and which are a visual distraction. Stephen suggested that RMS and Council should determine whether these signs be removed, particularly those that are not approved, in an effort to remove the signage overload and visual pollution.

Tara McAuley advised that the Road Safety Sign is rotational with a different road safety message placed on the structure every couple of months or so. Tara advised that the sign would be inspected, with the matter referred to the relevant section in RMS for action. Tara also advised that RMS would provide comment to

Council on the other signs in questions, but acknowledged that signs in private property require approval.

NEXT MEETING

Thursday 6 April 2017 at 10:00 am in the Council Chambers.

There being no further business the Chairperson declared the meeting closed at 11:35 am.

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Councillor Peter Petty
Chairperson

Department:	General Managers Office
Submitted by:	Councillor John Martin
Reference:	ITEM NM1/17
Subject:	NOTICE OF MOTION - REVERSAL OF COUNCIL DECISION - PROVISION OF WASTE COLLECTION SERVICE ALONG MT LINDESAY ROAD

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 proposed motion is to terminate all continuing or incomplete actions related to Council Resolution (Item ENG 7/16 – Resolution 62/16) “to implement a mandatory kerbside collection service to all properties along Mt Lindesay Road for a twelve (12) month trial period”.

PROPOSED MOTION:

That Council implements the following actions:

- (1) All actions arising from the Council Resolution of 23 March 2016 – Item ENG 7/16 – Resolution 62/16, are terminated as at 28 February 2017;**
- (2) The charges imposed for 2016/17 be refunded to reflect the termination of the kerbside collection – Mt Lindesay Road – with effect from 28 February 2017; and**
- (3) Council provides a kerbside garbage collection service to residents who requested the service.**

BACKGROUND

At the Council Meeting on 23 March 2016 held at Steinbrook Hall, Council resolved that in relation to Waste Collection in Urbenville and along Mt Lindesay Road, Council:

- (1) Receive and note the Acting Manager Water & Waste’s report entitled “Extension of Kerbside Garbage Collection Service – Mt Lindesay Road; and*
- (2) Resolves to implement a mandatory kerbside collection to all properties along Mt Lindesay Road for a twelve (12) month trial period; and*
- (3) Requests Officers bring a further report to Council following the twelve (12) month trial period, reviewing the success or otherwise of the expanded waste collection service to properties along Mt Lindesay Road; and*
- (4) Implements a campaign to inform the community of the proposal to implement a waste collection service to all properties along Mt Lindesay Road.*

(Brian Murray/Carol Schiffmann)

Notice of Motion No. 1 Cont...

REPORT:

This Notice of Motion is in reference to Council Resolution of 23 March 2016, Item ENG 7/16, Resolution 62/16.

The report associated with such stated that some residents have communicated a desire for a kerbside collection service, however, Council resolved and subsequently implemented a Kerbside Collection Service on Mt Lindesay Road and on some other adjoining roads and streets and villages without conducting a full survey of affected residents and ratepayers to determine if there is a majority of residents and ratepayers who wanted the service.

Information has been provided by some residents since the March 2016 resolution that I believe demonstrates there are significant numbers of residents and property owners who do not support Council's decision.

A letter was sent out to residents on 2 May 2016 informing them of the anticipated commencement of the service on 6 July 2016. There was no prior (or subsequent) campaign to inform the community of the proposal to implement a waste collection service to all properties along Mt Lindesay Road (as resolved in point (4) of the Motion).

COUNCIL IMPLICATIONS:

Council has previously resolved on this matter and subsequently reconsidered the issue twice over the past ten (10) months.

The undertaking of a survey of residents in this regard is scheduled to take place in May 2017 however it feasibly could be brought forward to March/April so that the results of such are known and the matter of whether to continue the service to this area in 2017/18 can be considered by Council earlier and give some closure to the issue.

Terminating the service early and refunding part of the annual waste collection charge would have a considerable unbudgeted financial impact. This is strongly advised against.

The service in this area would not be able to be provided on an opt-in basis as it would not be economically viable and other residents throughout the Shire should not be subsidizing a service collection area.

John Martin
Councillor

Prepared by Councillor: John Martin, Councillor

Department:	General Managers Office
Submitted by:	Councillor Gary Verri
Reference:	ITEM NM2/17
Subject:	NOTICE OF MOTION - GROWING TOURISM

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 increase the tourism allocation by at least 10% in 2017-2018 budget.

COUNCILLOR'S MOTION:

That Council increase the tourism budget by at least 10% and the increase be directed to the promotion of Tenterfield Shire tourist attractions and events with a portion directed towards promotional signage and helping small focus groups with maps and brochures.

BACKGROUND

Tenterfield Shire Council commenced management of the Tourism Centre in August 2015.

REPORT:

To grow tourism in the Shire, an increase in the budget is needed. The increase should be directed to the promotion of the Tenterfield Shire and various events in the Shire and should complement investment from the private sector.

A small part of the promotion should include signage and financial help for those small focus groups producing brochures, maps, etc.

This motion fits in with the draft ten (10) year Plan.

Goals

COMM1

- Community 1.3 – Develop major cultural and community events and festivals in partnership with the community and other stakeholders.
- Community 1.5 – Provide informative, vibrant and welcoming town entrances, centres and streets with places to meet that creatively reflect the diversity of our townships.

COMM 2

- Community 2.4 - Enrich the cultural life of the community by supporting a variety of cultural events and activities for the community and visitors.

ECON 7

- Economy 7.1 – Partner with neighbouring Councils, industry stakeholders, state and federal government departments to effectively market the diverse tourism

Notice of Motion No. 2 Cont...

opportunities available within the New England region and south east Queensland.

- Economy 7.2 – Identify partnership opportunities to facilitate major sporting, social and cultural events to provide us with an opportunity to get together.
- Economy 7.3 – Seek partnerships with, and support local business and tourism stakeholders to provide new and upgraded infrastructure for events and tourism experiences.
- Economy 7.4 – Provide visitors with information and tools to enjoy and access our local attractions and experiences.

I believe we are in a strong enough financial position to fund this modest increase.

COUNCIL IMPLICATIONS:**1. Community Engagement / Communication (per engagement strategy)****2. Policy and Regulation****3. Financial (Annual Budget & LTFP)**

All matters regarding allocation of funds should be considered in conjunction with all of the Integrated & Planning processes and ultimately adopted in the 2016/2017 Annual Operational Plan Budget.

4. Asset Management (AMS)**5. Workforce (WMS)****6. Legal and Risk Management****7. Performance Measures****8. Project Management**

Gary Verri
Councillor

Prepared by Councillor:

Gary Verri, Councillor

Department:	General Managers Office
Submitted by:	General Manager
Reference:	ITEM RES1/17
Subject:	COUNCIL RESOLUTION REGISTER - FEBRUARY 2017

SUMMARY

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

OFFICER'S RECOMMENDATION:

That Council notes the Council Resolution Register to February 2017.

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 11 (Booklet 4) - Council Resolution Register to February 2017	19 Pages