



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING 23 AUGUST 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 Tenterfield Shire Council Chamber, on **Wednesday 23 August 2017** commencing at **9.30 am**.

Andre Kompler
Acting Chief Executive

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

# 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 26 July 2017 as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.

## 6. TABLING OF DOCUMENTS

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

## 8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

## 9. MAYORAL MINUTE

## 10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

- . Item GOV61/17 - Chief Executive - Recruitment & Selection Process
- . Item ENV15/17 - Dam Wall Contract Termination Dispute Resolution
- . Item ENV16/17 - Dam Wall Construction Contractor Procurement

- Item NM13/17 - Rescission Motion – Re: Item No. NM8/17 - Tenterfield Saddler Building (Council Res No. 143/17)

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## **15. CONFIDENTIAL BUSINESS**

- (ITEM GOV61/17) CHIEF EXECUTIVE - RECRUITMENT & SELECTION PROCESS

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

- (ITEM ENV15/17) DAM WALL CONTRACT TERMINATION DISPUTE RESOLUTION

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

concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

(ITEM ENV16/17) DAM WALL CONSTRUCTION CONTRACTOR PROCUREMENT

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) (d(i)) (g) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals; AND commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

(ITEM NM13/17) RESCISSION MOTION – RE: ITEM NO. NM8/17 - TENTERFIELD SADDLER BUILDING (COUNCIL RES NO. 143/17)

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

**16. MEETING CLOSED**



|                      |                                                     |
|----------------------|-----------------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b>        |
| <b>Submitted by:</b> | Chief Corporate Officer                             |
| <b>Reference:</b>    | <b>ITEM COM6/17</b>                                 |
| <b>Subject:</b>      | <b>July 2017 - Corporate Officer Service Update</b> |

|                                                               |                                                                                                                                                                  |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                  |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities. |
| <b>CSP Strategy:</b>                                          | Council's decision making processes are open, accountable and based on sound integrated planning.                                                                |
| <b>Delivery Plan Action:</b>                                  | Promote and support community involvement in Council decision making process.                                                                                    |
| <b>Plan Action:</b>                                           | Ongoing review and implementation of Community Engagement Strategy.                                                                                              |

## SUMMARY

This activity report provides a summary of Council's Community and Corporate operations.

## OFFICER'S RECOMMENDATION:

**That Council receive and note the Chief Corporate Officer's July 2017 Service Update Report.**

## BACKGROUND

The following is an overview of the July 2017 activities undertaken by the Community and Corporate Services Division by Service.

## REPORT:

### 1. Community Development

NAIDOC week activities occurred in July including: Flag raising ceremony – 3 July, Bruxner Park activities– 5 July and the NAIDOC Week feature movie (Satellite Boy) shown on 6, 7 and 9 July.

Attended Wallangarra Jennings Progress Association (WJPA) meeting. Attended community consolation event hosted by Southern Downs Regional Council to discuss town development for Wallangarra/Jennings.

Tenterfield in Touch has over 380 subscribers receiving the weekly newsletter. Elders stories - Indigenous Advancement Strategy grant (NAIDOC) - 2 films produced and used as trailers before movies at the cinema. A total of 4 films are planned.

Attended a Litter Awareness event in Rotary Park.

Applied for a Mental Health Month grant.

Attended a meeting with Network members to plan Mental Health Month activities.

Our Community No. 6 Cont...

## **2. Economic Growth and Tourism**

Business awards have been a major focus this month with nominations closing on Monday 31 July 2017. Nominations were received from 33 different businesses, events, employees and trainees. Judging has been completed by The Tilma Group, and tickets are on sale for the Gala Dinner, to be held at the School of Arts on Thursday 14<sup>th</sup> September 2017. Mr John Stangeland, Marketing and Sales Manager from Heaney's Performance Print will be this year's Master of Ceremony and compare.

A digital influencer, photographer and instagrammer spent two days in Tenterfield in early August, seeing the highlights and taking photos. Reichlyn (Rikerama) is from Brisbane and has 36,700 followers on Instagram. She will post a total of 4 photos to her Instagram account, and will also take over the Visit Tenterfield Instagram account over the coming weeks. An instameet was also held during sunset and sunrise, where three others came and joined Rikerama taking photos.

Brand Reveal and Community Presentation was held on Wednesday 9 August, 6.00pm at the Sir Henry Parkes School of Arts. The new Tenterfield True brand and style guide was revealed. Business community response is positive with a good deal of excitement generated by the presentation.

The SEDO and TO attended the Tenterfield Chamber of Tourism Industry and business inaugural AGM with an excellent representation of twenty three (23) members attending and all executive positions filled.

The TO and SEDO attended a meeting early July with the New England High Country and the Board for the Outback and Country Destination Network. Currently the Board are operating with no staff and little guidance from DNSW, although into the future it is hoped that they will be able to support and endorse funding applications. The TO and SEDO will continue to monitor the situation and to work with the New England High Country, North West, Tourism Minister and Destination Networks.

Tenterfield Shire once again attended the Lismore Outdoor Leisure Show on the 7-9 July 2017. The Show was reasonably busy, and generated a lot of interest in Tenterfield and region. Approximately 200 Tenterfield Shire Guides and maps were distributed, and at least one booking has already been made in region because of the show. From discussions it is anticipated that 30-50% of people will be visiting the region in the near future.

## **3. Theatre and Museum Complex**

The Sir Henry Parkes complex has had a busy month with activity including:

- Theatre (Captain Thunderbox) workshops
- Museum tours
- Cinema activity and
- Byron writers Festival

Our Community No. 6 Cont...

#### **4. Finance and Technology**

The end of year financial statements are currently under construction as required under the act.

The finance team has purchased and is in the process of installing new software to allow better formulation and review of Council fees and charges which will improve transparency and accountability.

Existing telecommunication contracts are under review with a view to maximise cost savings available under Government Contract pricing and improve system speeds. It is expected that Council will improve its connectivity while secure savings across the organisation.

#### **5. Corporate and Governance**

Work on further development of Council's Enterprise Risk Management continues through review, site inspection and assessment.

Policy Review project is currently being developed.

#### **6. Workforce Development**

During July four new or replacement staff and volunteers received Induction and WH&S Training. A number of staff with identified training needs received fork lift training/updates. Regulatory and mandatory Traffic management training has been organised for staff requiring currency in these skills. Work has commenced on implementing training plans to ensure competency is maintained and effectiveness improved, in the delivery of Council Services.

The position of Manager Asset and Project Planning has been readvertised.

Appropriate HR and Payroll staff attended a full briefing on changes to the NSW Local Government State Award and implementation of these changes and adjustment to salaries and conditions required has taken place.

WHS Tool Box talks and meetings, highlighting safe work practices, have been held with Parks and Gardens, Works and Water Cycle staff. There has been no lost time due to incidents and no new workers compensation claims. A Safe Work Method Statement has been prepared for access to water towers.

#### **7. Library Services**

Statistics for July 2017:

Physical loans: 2020 (includes Interlibrary loans and Home Library Service loans)  
Co-op eLoans: 48  
Total of Loans: 2068  
Library Users (registered): 744  
New borrowers: 26  
Computer Users: 538  
Computer Hours: 553.25  
WiFi logins: 255  
OPAC (online catalogue) searches: 2327

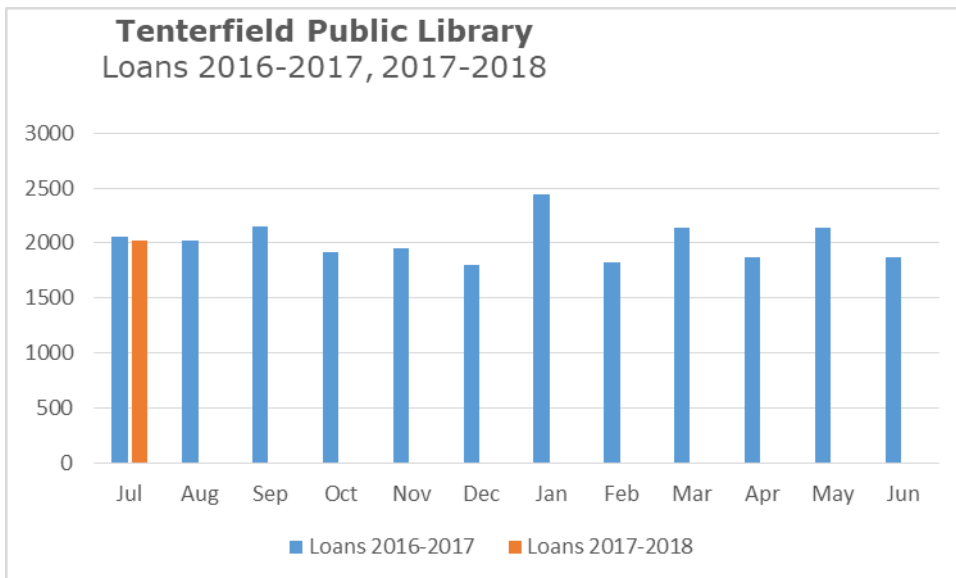
Our Community No. 6 Cont...

Tenterfield Star database searches: 132  
 Interlibrary loans: 23  
 Home Library Service Loans: 110  
 Reservations satisfied: 36

Holdings as at 08/08/2017: 36,032

Comments

The graph shows that registered visitation was 181 higher in July 2017 than it was in July 2016. Physical loans have remained stable at just over 2000 per month.



**COUNCIL IMPLICATIONS:**

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

Our Community No. 6 Cont...

**2. Policy and Regulation**

Nil.

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

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

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

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Kylie Smith, Chief Corporate Officer      |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer      |
| Department:                   | Corporate, Governance & Community         |
| Attachments:                  | There are no attachments for this report. |

|                      |                                                             |
|----------------------|-------------------------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b>                |
| <b>Submitted by:</b> | Chief Corporate Officer                                     |
| <b>Reference:</b>    | <b>ITEM COM7/17</b>                                         |
| <b>Subject:</b>      | <b>Tenterfield Public Library's Children's Area Upgrade</b> |

|                                                               |                                                                                                                                   |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Community</b> - COMM 5 - The community learns and grows together and fosters an involved community and creative environment.   |
| <b>CSP Strategy:</b>                                          | Provide a library service that informs, educates, inspires and support lifelong learning providing a culturally rich environment. |
| <b>Delivery Plan Action:</b>                                  | Provide ongoing delivery of broad range of library services that respond to community needs.                                      |
| <b>Operational Plan Action:</b>                               | Ongoing collection management including acquisition of resources and disposal.                                                    |

### SUMMARY

The purpose of this report is to inform Council on the status and funding of the project to update the Tenterfield Public Library's children's area.

### OFFICER'S RECOMMENDATION:

**That Council approve the allocation of \$10,000 to procure shelving and seating for the children's area in the Tenterfield Public Library.**

### BACKGROUND

During the last financial year a generous donation of \$10,000 was received by Council from a community member who specified that the money was to be spent on Library Services.

### REPORT:

The Senior Librarian reviewed the library's needs and identified the need for new seating and shelving that would improve the library staff's ability to monitor the children's area. This will enhance the safety and security of staff and library users as well as improving the comfort and ambience of the public area.

Quotes were sought in compliance with Council's Procurement Policy. The quote submitted by Quantum Library Suppliers for the supply and placement of shelving and seating for the children's area was accepted.

During the end of year review it became apparent that no allocation had been made in the Operational Plan to spend the donation of \$10,000 during the 2016/2017 financial year. As a consequence, Council needs to allocate \$10,000 for the updating of the children's area of the Tenterfield Public Library to facilitate the completion of the project in the 2017/18 Operational Plan.

Installation of the section was to commence on 15 August 2017, however this work has now been rescheduled until approximately 1 September 2017 to allow Council to formally verify the expenditure.

Our Community No. 7 Cont...

**COUNCIL IMPLICATIONS:**

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

Nil.

**2. Policy and Regulation**

Procurement Policy 1.164.

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

This will have a nil impact on Council's cash as the funds have been received in advance.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

The new seating and shelving will contribute to the security and safety of staff and library users.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
Chief Corporate Officer

|                               |                                                                                               |                   |
|-------------------------------|-----------------------------------------------------------------------------------------------|-------------------|
| Prepared by staff member:     | Kylie Smith, Chief Corporate Officer                                                          |                   |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                          |                   |
| Department:                   | Corporate, Governance & Community                                                             |                   |
| Attachments:                  | <b>1</b> Attachment No. 1 (Booklet 1) -<br>Tenterfield Public Library's<br>Children's Upgrade | <b>3</b><br>Pages |

|                      |                                                     |
|----------------------|-----------------------------------------------------|
| <b>Department:</b>   | <b>Infrastructure, Environment &amp; Regulation</b> |
| <b>Submitted by:</b> | Senior Administration & Planning Assistant          |
| <b>Reference:</b>    | <b>ITEM ECO20/17</b>                                |
| <b>Subject:</b>      | <b>Planning/Development Update</b>                  |

|                                                               |                                                                                                                                                                                                                   |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Economy</b> - ECON 6 - Tenterfield Shires economic base is robust, growing and supports the creation of a variety of employment and business opportunities.                                                    |
| <b>CSP Strategy:</b>                                          | Council's statutory functions will properly and equitably be applied when determining applications with decisions provided efficiently and in accordance with statutory requirements and Council Planning policy. |
| <b>Delivery Plan Action:</b>                                  | Assess and process construction certificate applications in accordance with legislation and Building Code.                                                                                                        |
| <b>Plan Action:</b>                                           | Promote and provide pre-lodgement advice on all aspects of development.                                                                                                                                           |

### 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 receive and note the Report "Planning/Development Update".**

### BACKGROUND

This report provides a review of development applications and the processing undertaken by Council for the month of **July 2017**. The data herein is also provided to the Australian Bureau of Statistics (ABS) for development monitoring purposes.



Our Economy No. 20 Cont...

**REPORT:****APPLICATIONS LODGED WITH COUNCIL IN JULY 2017**

| App No.        | Lodged    | Applicant                                                | Lot/Sec/DP                                                                      | Location                                                    | Development                              |
|----------------|-----------|----------------------------------------------------------|---------------------------------------------------------------------------------|-------------------------------------------------------------|------------------------------------------|
| DA<br>2017.067 | 06-Jul-17 | LIGHTFOOT Peter<br>& Bronwyn                             | 72/751539                                                                       | Tenterfield (Tarban)                                        | Dwelling                                 |
| DA<br>2017.068 | 10-Jul-17 | KELLY Lester                                             | 14/ 255005                                                                      | 22 Aldershot Road,<br>Tenterfield                           | Carport & Garage                         |
| DA<br>2017.069 | 12-Jul-17 | Tenterfield<br>Traditional Archers<br>Inc (Robert Rogan) | 5/181566,<br>564 &<br>531/751540,<br>563/1077892<br>, 567, 565 &<br>566/1078300 | Dam Lane, Tenterfield                                       | Recreational Facility<br>(Archery Range) |
| DA<br>2017.070 | 12-Jul-17 | Tenterfield Surveys<br>(Stranieri & Gray)                | 3/833968 &<br>529/751540                                                        | 327 & 381 Mt<br>McKenzie Road,<br>Tenterfield               | Two (2) Lot Boundary<br>Adjustment       |
| DA<br>2017.071 | 13-Jul-17 | Tenterfield Surveys<br>(Landers & Little)                | 1 7 2/787644                                                                    | 56 & 62 Landers Lane,<br>Tenterfield                        | Two (2) Lot Boundary<br>Adjustment       |
| DA<br>2017.072 | 14-Jul-17 | Wes Smith Building<br>Pty Ltd (Davis)                    | 10/1173703                                                                      | Millers Lane,<br>Tenterfield                                | Dwelling                                 |
| DA<br>2017.073 | 18-Jul-17 | Tenterfield Surveys<br>(Mayben &<br>Stowers)             | 1 & 2/5672,<br>111/751504<br>& 89/664971                                        | 1634 Bruxner Way,<br>Tenterfield                            | Four (4) Lot Boundary<br>Adjustment      |
| DA<br>2017.074 | 25-Jul-17 | Tenterfield Surveys<br>(Fletcher)                        | 10/830371 &<br>2/217362                                                         | 7784 New England<br>Highway, Tenterfield<br>(Bluff Rock)    | Two (2) Lot Boundary<br>Adjustment       |
| DA<br>2017.075 | 26-Jul-17 | GASPARIN Andrew                                          | 32 &<br>33/751051                                                               | 3100 Mount Lindesay<br>Road, Tenterfield<br>(Carrols Creek) | Extractive Industry<br>(Gravel Quarry)   |
| DA<br>2017.076 | 31-Jul-17 | ZANNES Peter                                             | 2/631792                                                                        | 189 Pelham Street,<br>Tenterfield                           | Alterations to Existing<br>Motel Units   |

Our Economy No. 20 Cont...

**DETERMINATIONS MADE UNDER  
STAFF DELEGATION - JULY 2017**

| App No.     | Lodged    | Date of Approval | No. of Days | Applicant                                 | Lot/ Sec/ DP  | Locality                                 | Description of Development          |
|-------------|-----------|------------------|-------------|-------------------------------------------|---------------|------------------------------------------|-------------------------------------|
| DA 2017.019 | 15-Feb-17 | 6-Jul-17         | 3 Days      | ABC Construction Company Pty Ltd (Townes) | 622/1057621   | 610 Sunnyside Loop Road, Tenterfield     | Manufactured Dwelling               |
| DA 2017.055 | 05-Jun-17 | 10-Jul-17        | 36 Days     | FERGUSON James                            | 4/504008      | 108 Logan Street, Tenterfield            | Deck                                |
| DA 2017.057 | 07-Jun-17 | 7-Jul-17         | 31 Days     | Steel Caves Pty Ltd (Butler)              | 154/751039    | Lower Acacia Church Road, Lower Acacia   | Shed                                |
| DA 2017.059 | 16-Jun-17 | 29-Jul-17        | 44 Days     | Wes Smith Building Pty Ltd (Parker)       | 3/1100999     | 78 Neagles Lane, Tenterfield             | Dwelling                            |
| DA 2017.060 | 21-Jun-17 | 14-Jul-17        | 24 Days     | ROGAN Garry & Jennifer                    | 22/1047766    | 447 Rouse Street, Tenterfield            | Storage Shed                        |
| DA 2017.062 | 27-Jun-17 | 14-Jul-17        | 3 Days      | TYACKE Lana                               | 6/751504      | 1844 Bruxner Way, Tenterfield (Woodside) | Roadside Stall & Associated Signage |
| DA 2017.065 | 29-Jun-17 | 26-Jul-17        | 10 Days     | Westbuilt Quality Homes (Lieberman)       | 4/1198719     | Wellington Lookout Road, Tenterfield     | Manufactured Dwelling               |
| DA 2017.068 | 10-Jul-17 | 26-Jul-17        | 11 Days     | KELLY Lester                              | 14/255005     | 22 Aldershot Road, Tenterfield           | Carport & Garage                    |
| DA 2017.071 | 13-Jul-17 | 25-Jul-17        | 13 Days     | Tenterfield Surveys (Landers & Little)    | 1 & 2/ 787644 | 56 & 62 Landers Lane, Tenterfield        | Two (2) Lot Boundary Adjustment     |
| DA 2017.072 | 14-Jul-17 | 26-Jul-17        | 13 Days     | Wes Smith Building Pty Ltd (Davis)        | 10/1173703    | Millers Lane, Tenterfield                | Dwelling                            |

Our Economy No. 20 Cont...

**APPLICATIONS CURRENTLY OUTSTANDING (AS AT 14 AUGUST 2017)**

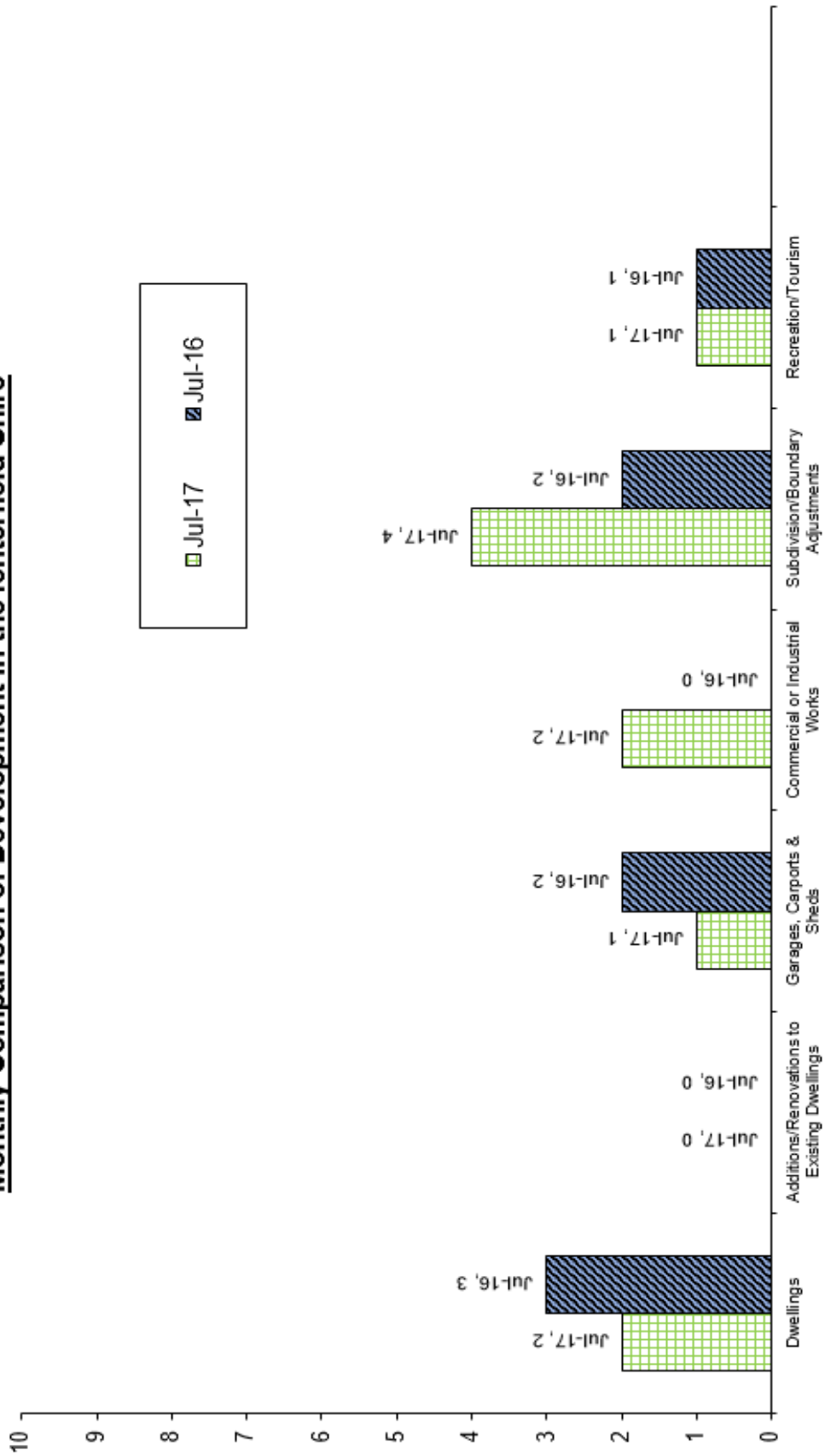
| DA No. | Lodged    | Status of Application/Comment                                | Applicant                                  | Location                              | Proposed Development                                                                    |
|--------|-----------|--------------------------------------------------------------|--------------------------------------------|---------------------------------------|-----------------------------------------------------------------------------------------|
| 16.103 | 14-Nov-16 | Information Required from Applicant                          | Tenterfield Family Funerals (Glen Curry)   | 61-63 Rouse St, T'field               | Crematorium                                                                             |
|        |           | Insufficient Information provided to commence assessment     |                                            |                                       |                                                                                         |
| 17.045 | 18-Apr-17 | Information Required from Applicant                          | Currie Brown Australia P/L                 | 1823 New England Hwy, Jennings        | Demolition of Existing Service Station & Construction of New Service Station            |
|        |           | Insufficient Information provided to complete assessment     |                                            |                                       |                                                                                         |
| 17.046 | 18-Apr-17 | Awaiting Recommendation from RFS                             | Tenterfield Surveys P/L (Elinara P/L)      | 276 Mt McKenzie Rd, T'field           | Five (5) Lot Subdivision                                                                |
|        |           | All Council requirements completed                           |                                            |                                       |                                                                                         |
| 17.048 | 01-May-17 | Information Required from Applicant                          | Woodenbong Trailbike Ride (Ray Buchanan)   | West of Woodenbong                    | Special Event – Trailbike Ride                                                          |
|        |           | Insufficient Information provided to complete assessment     |                                            |                                       |                                                                                         |
| 17.063 | 27-Jun-17 | Awaiting Recommendation from RFS                             | Hanmark Holdings Pty Ltd                   | 5314 Mt Lindesay Rd, Liston           | Change of Use – Use of Existing Dwelling for Short Term Tourist & Visitor Accommodation |
|        |           | Site Inspection Undertaken, Notice of Determination Prepared |                                            |                                       |                                                                                         |
| 17.066 | 30-Jun-17 | Under Assessment                                             | TAYLOR Owen                                | Woodside Rd, T'field                  | Dwelling                                                                                |
| 17.067 | 06-Jul-17 | Under Assessment                                             | LIGHTFOOT Peter & Bronwyn                  | Tarban                                | Dwelling                                                                                |
| 17.069 | 12-Jul-17 | Report to August Meeting of Council                          | Tenterfield Traditional Archers Inc        | Dam Lane, T'field                     | Recreational Facility (Archery Range)                                                   |
| 17.070 | 12-Jul-17 | Awaiting Recommendation from RFS                             | Tenterfield Surveys P/L (Stranieri & Gray) | 327 & 381 Mt McKenzie Rd, T'field     | Two (2) Lot Boundary Adjustment                                                         |
|        |           | All Council requirements completed                           |                                            |                                       |                                                                                         |
| 17.073 | 18-Jul-17 | Awaiting Recommendation from RFS                             | Tenterfield Surveys P/L (Mayben & Stowers) | Bruxner Way, T'field (Woodside)       | Four (4) Lot Boundary Adjustment                                                        |
|        |           | All Council requirements completed                           |                                            |                                       |                                                                                         |
| 17.074 | 25-Jul-17 | Awaiting Recommendation from RFS                             | Tenterfield Surveys P/L (Fletcher)         | New England Hwy, T'field (Bluff Rock) | Two (2) Lot Boundary Adjustment                                                         |
|        |           | All Council requirements completed                           |                                            |                                       |                                                                                         |
| 17.076 | 31-Jul-17 | Under Assessment                                             | ZANNES Peter                               | 189 Pelham St, T'field                | Alterations to Existing Motel Units                                                     |

Our Economy No. 20 Cont...

FY 17/18 Development Statistics

|                                     | Dwellings                   | Additions/<br>Renovations to<br>Existing Dwellings | Garages, Carports<br>& Sheds | Commercial or<br>Industrial Works | Subdivision | Recreation/<br>Tourism | FY 17/18<br>Monthly Total | FY 16/17<br>Monthly Total |
|-------------------------------------|-----------------------------|----------------------------------------------------|------------------------------|-----------------------------------|-------------|------------------------|---------------------------|---------------------------|
| Jul-17                              | No. 2<br>Value \$916,785.00 | 0<br>\$0.00                                        | 1<br>\$23,000.00             | 2<br>\$18,700.00                  | 4<br>\$0.00 | 1<br>\$21,900.00       | 10<br>\$980,385.00        | 8<br>\$723,770.00         |
| Aug-17                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 9<br>\$150,100.00         |
| Sep-17                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 14<br>\$1,238,721.00      |
| Oct-17                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 10<br>\$937,690.00        |
| Nov-17                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 13<br>\$391,690.00        |
| Dec-17                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 10<br>\$930,366.00        |
| Jan-18                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 8<br>\$1,605,823.00       |
| Feb-18                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 19<br>\$1,439,127.00      |
| Mar-18                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 17<br>\$595,287.00        |
| Apr-18                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 8<br>\$3,976,300.00       |
| May-18                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 7<br>\$446,300.00         |
| Jun-18                              | No.                         |                                                    |                              |                                   |             |                        | 0                         | 12<br>\$987,851.00        |
| No. (Year to Date)                  | 2                           | 0                                                  | 1                            | 2                                 | 4           | 1                      | 10                        | 135                       |
| FY 17/18 Total Value (Year to Date) | \$916,785.00                | \$0.00                                             | \$23,000.00                  | \$18,700.00                       | \$0.00      | \$21,900.00            | \$980,385.00              |                           |
| FY 16/17 Total Value                | \$7,876,009.00              | \$549,510.00                                       | \$1,088,136.00               | \$4,171,600.00                    | \$0.00      | \$37,770.00            |                           | \$13,423,025.00           |

**Monthly Comparison of Development in the Tenterfield Shire**



Our Economy No. 20 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.

**Andre Kompler**  
**Acting Chief Executive**

Prepared by staff member: Jenni Pentland, Senior Administration & Planning Assistant

Approved/Reviewed by Manager: Andre Kompler, Acting Chief Executive

Department: Infrastructure, Environment & Regulation

Attachments:

|                      |                                                                            |
|----------------------|----------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Chief Executive Office</b>                                              |
| <b>Submitted by:</b> | Acting Chief Executive                                                     |
| <b>Reference:</b>    | <b>ITEM ECO21/17</b>                                                       |
| <b>Subject:</b>      | <b>July 2017 Infrastructure, Engineering, Planning and Services Update</b> |

|                                                               |                                                                                                                                                                    |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                    |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>                                          | Council continually reviews its service provision to ensure best possible outcomes for the community.                                                              |
| <b>Delivery Plan Action:</b>                                  | Deliver continuous improvements in Council's business, processes and systems.                                                                                      |
| <b>Operational Plan Action:</b>                               | Monitor, review and implement the Business Improvement Plan Actions.                                                                                               |

## SUMMARY

This Infrastructure, Environment and Regulation activities report provides a summary of Council's operations covering; Engineering Services, Transport, Asset Management and Major Project Planning, Fleet Services, Waste Services, Water and Waste Water Services, Environmental Services inclusive of operational statistics, achievements and work challenges ahead.

A separate Planning/Development update is provided within the 'Our Environment' suite of reports.

## OFFICER'S RECOMMENDATION:

**That Council receive and note the July 2017 Operations progress update.**

## BACKGROUND

The following is a dot point overview of the July 2017 & early August activities with some indication of what is ahead for Councillor and constituent information.

## REPORT:

### 1. Roads & Bridges

#### General Information

- The Coastal Works report on 12 bridges have been prioritized and reports are currently being generated to proceed the works. An application will be submitted for the replacement of Hooten's Rd bridge and Boonoo Boonoo bridge on MR622 (the last timber bridge on the Regional Road Network).
- An application will also be presented under the Fixing Country Roads fund for sealing all of the unsealed sections on the Mt Lindesay Rd between Tenterfield and Legume.

#### Villages

- An example of some recent drainage work done is a customer enquiry follow-up at Legume which is a 'fit for purpose' solution delivered in a timely manner. Council's supervisor spoke to the affected resident to confirm

## Our Economy No. 21 Cont...

outcome and completion of the job. This 'closing the loop' conversation is an example of the journey ahead. We are all ambassadors who can create "Tenterfield True" customer service.



### Road Maintenance (Grading)

The following maintenance grading is being undertaken and planned for July/August:

#### Central Grader

- Middle Ck Rd, Koch's Rd, Scrub Road, Quarry Rd, Scrub School Rd, Kelly's Rd & Mill Lane. Reported at the last meeting, these roads will be graded at a later date due to the poor condition of the above roads; Rosemout Rd, Mount Myon Rd, Old Racecourse Rd, Rifle Range Rd and Coxalls Rd.

#### Northern Grader

- Acacia Scrub Rd, Holmes Rd, Acacia Plateau Rd, New Kooreelah Rd, Horneman's Rd, Headgate Rd, White Swamp Rd (mtce); followed by resheeting at White Swamp Road and Graham's Creek Road.

#### Western Grader

- Castlerag Road (mtce and resheet), McCowen's Road and Robertson's Rd.

#### Eastern Grader

- Boorook Rd, Smiths Rd.

### Regional & State Roads

#### Mount Lindesay Road – Bald Rock

- Work was completed on new drainage culverts, vegetation clearing, and widening of the road formation for construction of the road pavement. This project is funded from the RMS & the Regional Road Block Grant.



## Our Economy No. 21 Cont...

- Base material will be carted from a locally sourced gravel pit (pending DA approval), late August, for both Base and Sub Base materials.



- Work continues on the design for 2 sections of the \$24M Legume to Woodenbong Mt Lindesay. RMS have confirmed funding of the State's \$12M. The Federal government's contribution has been flagged at page 2 of the following link to the Federal Department of Infrastructure website-

[http://investment.infrastructure.gov.au/publications/policies/pdf/Infrastructure Omnibus May2017.pdf](http://investment.infrastructure.gov.au/publications/policies/pdf/Infrastructure_Omnibus_May2017.pdf)

- The RMS is processing with Federal infrastructure department Council's project proposal which identifies sections of the road to receive attention, works scope and timing for the works over the next 3 years.

### **Heavy Patching and Bitumen Sealing**

- Minor patching of Regional Roads and Local roads over the next month.

### **Gravel sheeting**

- Resheeting of roads has commenced at Castlerag Rd, followed by White Swamp and Graham's Ck over the next two months.

### **Bridges and Causeways**

#### Wallaby Creek Bridge (Tooloom Road)

- Earthworks and base gravel to approach slabs is complete. Each deck unit will be asphalted individually. With project scope changes re the deck surfacing and barrier rail, the project should be complete end of September 2017.

## Our Economy No. 21 Cont...

Bellevue Road

- Causeway replacement 700 metres from the Casino Road is currently under construction. The deck unit is expected to be poured week ending 18-08-2017.

Rocky River Rd

- Subject to some design changes, fisheries and cultural heritage approvals this replacement of the causeway is set to commence after Bellevue Rd causeway.

**Flood Damage from 2015**

Restoration work via \$1.4 million contract is completed with finalisation and close out of project occurring.

Our Economy No. 21 Cont...



Site 2 on Rivertree Rd.



One of the five sites on Mt Lindesay Rd

Our Economy No. 21 Cont...

### **Flood Damage from 2017**

- Council have engaged a fully refundable consultant to assist with the assessment process for Public Works to approve NDRRA claims. An Emergent Works submission has been presented to Public Works for RMS approval. Preparation has commenced on the Restoration Claim to be presented to Public Works for approval over the coming months. Some works will require site specific Scope of Works due to the complexity of land slips. We will acquire Public Works approval to advance these works to the Geotech stage and subsequent design phase prior to obtaining these reports.
- NDRRA works are required to be completed within one year from time of event. Due to the nature of some of our works and late declaration, we will be seeking an extension of time to two years from the date of the event.

### **Grants**

Currently staff and a number of consultants are working on a number of applications to the current round of NSW Fixing Country Roads grant program closing 1 September 2017.

- Emu Creek Bridge replacement and approach roads works on Hootens Road in support of the Berry farm and expanding agriculture use in that area
- Road upgrade and sealing of the remaining 17km of unsealed sections of Regional Road- Mt Lindesay Road.

Background work is also being done on potential future bridge grant applications for other parts of the transport network per the following.

- Boonoo Boonoo Bridge
- Tooloom Rd – Beaury Ck – Major component replacement
- Beaury Ck Rd – Five Mile Ck – Bridge replacement
- Paddy’s Flat Rd – Kangaroo Ck – Major component replacement
- White Swamp Rd – Woodenbong Ck– Major component replacement
- Boorook Rd – Boorook Ck - Bridge replacement

## **2. Water & Waste Services**

### **Capital Projects Update**

#### **Dam Wall Upgrade -**

Given the project time constraints and the risks associated with the NSW Government grant contribution, considerable activity had been focused on

- Preparing and submitting claims for the works already carried out (previous dam contractor and project manager) - \$1,561,270.
- Obtaining advice from the Department of Primary Industries confirming; that
  - time constraints associated with the grant needing to be claimed by 30 June 2018
  - Scope for additional state project contribution subject to application, funds availability based on unique project circumstances. However if additional funds were made available, same deadline for state fund expenditure would apply.

Our Economy No. 21 Cont...

- New tender document consideration.

### **Sewer Main Extensions & Upgrading**

- A program has been established to upgrade all condition rated category 4 and 5 mains in Tenterfield by relining/pipeline bursting within the next 3 years
- Quotations have been sought for this financial year's program
- Sewer main extension - Traill Lane - fittings have been ordered for this project, which is to be carried out by Council staff, starting in September.
- Jennings Sewer Feasibility study is continuing by consultants (Hunter H2O)

### **Community Recycling Centre**

- This has been substantially completed and is expected to be in operation by September
- A new fork lift has been ordered for the Centre
- Training has been provided to a number of staff in the area of fork lift operation.

## **Operations and Maintenance**

### **Tenterfield Creek Dam Safety Management Plan**

- Report prepared by NSW Public Works Department in 2016 is currently under review.

### **Tenterfield Flood Warning System**

- Recent maintenance highlighted, amongst other matters, the need for upgrading electronic network (2G to 3G), which is being carried out.

### **Tenterfield Sewage Treatment Plant**

- Soda Ash dosing skid has been replaced.
- A protective weather shield (from existing iron sheets) is being installed around the sludge disposal pump area to enhance WHS and operational conditions.
- The problem with the anoxic tanks (rags caught on stirrers keep tripping out the small motors) is being addressed.

### **Tenterfield Blackwater Dump Point**

- An existing dump point is located in Showground Trust property grounds in the caravan park adjacent to the Showground. A recent blockage was attended by Council staff, but the blockage could not be cleared and is currently inoperable. The long term repair and maintenance options for this facility are being evaluated.

### **Urbenville Water Treatment Plant**

- Concept design for replacement of the existing river pump with submersible pumps and the elimination of an unsatisfactory confined space area, and replacing the existing pipeline was discussed on site with Council's Urbenville staff and Tenterfield supervision. The design will be finalized and costed for consideration in the budget.

### **Urbenville Property Maintenance**

- Several building requiring minor works (replacing facias, doors) were inspected and will be drawn to the attention of Council's property officer.

Our Economy No. 21 Cont...

### **Garage Sale Trail 2017**

- Council is again supporting this "Choose to Reuse" initiative partially funded by the government. Letters have been mailed to likely participants seeking their support.

### **Composting/Waste Reduction Programs**

- Composting, worm farming and kitchen caddies units for a composting / waste reduction program were obtained under an EPA grant about 3 years ago. The program was run in collaboration with Granite Borders Landcare. Left over units remain undistributed. Staff are preparing an EPA acceptable program of marketing and distribution of the remaining units.

### **Mt Lindesay Bin Run**

- A report has gone to the Council meeting 23/8/2017 with the results of submissions from ratepayers' along the Mt Lindesay & Tooloom Road collection area to the draft charge for the service.
- In preparation of Council's endorsement of the charge, an audit of the bin serial numbers at the depot (bins returned) and the collection run has been carried out and stickers ordered for the opt-in ratepayers to fix to their bins.
- Following the Council meeting, a letter (drafted) will be sent to all ratepayers along the route inviting them to opt-in or opt-out of the service.
- The new trial collection service will commence the week starting 11/9/2017.

## **3. Planning**

- Applications for new dwellings and subdivisions continue to be lodged with Council, indicating steady growth in the residential occupancy across the Shire. The Heritage Committee conducted a successful meeting and site visits in Drake during July, visiting two historic rural stations (Oak Hollow & Cheviot Hills Station). Applications under Council and the Office of Environment and Heritage's Local Places Fund have been received (12 at the time of writing) with applications to be reviewed by the Senior Planner and Heritage Advisor and presented to the Heritage Committee and then to Council at the September 27 meeting.
- Planning staff met with Sarah Cameron from the Heritage "Near Me Program". Sarah is part of a "Roadshow Team" who travel around the state evaluating and assisting potential applicants/owners with applications and her visit to Tenterfield was to discuss the OEH's current programs and to meet with representatives of the Tenterfield Presbyterian Church who have lodged a funding application with OEH and discuss further their requirements moving on to the next phase of the funding application.
- OEH gave an overview of the current funding streams available for owners of locally listed heritage items to access. There was General discussion in relation to where Council is at in terms of heritage. TSC is of the view that there was a positive approach, with a growing interest in heritage from outside investors as evidence through recent developments. Examples of this is seen with the Commercial Hotel and the Old Council Chambers. Also discussed some of the issues meeting compliance with the National Construction Code and Heritage provisions when businesses are looking at using heritage listed buildings or those in the heritage conservation area.

## Our Economy No. 21 Cont...

Sarah took on board those concerns and may use some Tenterfield examples in some tests that the team are doing.

- Note with regards to Heritage there are 3 Funding Streams
  - Local Heritage Strategic Projects – runs from 2016-2019 – this is the stream that Council staff will lodge an application under for assistance completing the information on all of our locally listed items for the State Heritage Inventory database. Management are working on an expression of interest. Successful projects are 100% funded and require no contribution from Council, apart from some staff time. There may also be opportunity to apply for funding in conjunction with the new Tenterfield True brand launch.
  - Green Energy Grants – projects that will increase energy efficiency – there may be opportunity for the School of Arts to apply here
  - Heritage Activation Grants – will open in 2018
- Health and Building Surveyor attended Australian Institute of Building Surveyors State conference in Sydney.

#### 4. Environmental Services Operations

##### Noxious Weeds

###### **Weed Control**

- Privet – Tenterfield town streets; and
- Cats Claw Creeper – Rocky River area.

###### **Training and Meetings**

- Weeds Officer Meeting in Tamworth.

###### **Inspections**

- Billarimba, Rocky River.

##### Sale yards

| <b>Cattle numbers for July 2017</b> |                        |                            |
|-------------------------------------|------------------------|----------------------------|
| Prime                               | 567 Head               | \$550,284.18               |
| Private Weighing                    | 55 Head                | \$41,161.25                |
| <b><u>Total</u></b>                 | <b><u>622 Head</u></b> | <b><u>\$591,445.43</u></b> |

##### Parks & Gardens

- Leaf collection around town
- Pruned Street Trees
- Sprinkler Repairs
- Removed Graffiti from Public Toilets
- New Mower Inductions at Liston and Torrington for Progress Association Use
- Sprayed Paved Footpaths for Weeds
- Mowed Parks and Road Verges
- Brush-cut Parks and Along the Creek

## Our Economy No. 21 Cont...

- Rouse Street Gardens Maintenance – Weeding, Mulching and Replanting
- Pruned Low Limbs in Parks
- Removed Fallen Limbs from Town Streets
- Removed Rubbish along Tenterfield Creek
- Edged Walking/Bike Track
- Playground Inspections
- Watered Gardens
- Re-mulched Gardens with Sugarcane Mulch
- Daily Cleaning and Repairs of Parks Toilets and BBQ's
- Rubbish Removal of Main Street and Parks Bins
- Garden maintenance at Millbrook Park
- Organized the removal of sand from the filters at swimming pool
- Mowing of parks and road verges
- Brush cutting
- Weed spraying
- Removing Privet from town streets

**Cemetery**

- Mowing, Sprayed and Edged Tenterfield Cemetery
- Mowed Stannum and Torrington Cemeteries
- There were five (5) funerals in Tenterfield the month of July

**5. Engineering & Fleet****Engineering**

- Followed up on Local Traffic Committee items from 1 June meeting including discussions with Council's Ranger, Works Manager & RMS on signage installation.
- Held Local Traffic Committee Meeting 3 August 2017, followed up on various issues from this meeting.
- Investigated signage issues in township of Torrington. Ordered new signs to reflect correct road names. Council will be removing incorrect signage & replacing with new signage once the residents are notified. It appears the discrepancies have been caused by the changeover from Glen Ines Severn Shire.
- Snakes Creek Road reserve matter still progressing. Met with affected property owners & will be undertaking site inspection in a couple of weeks.
- Patersons Road reserve matter still progressing, Surveyor engaged & liaising with Surveyor as to whether road can be closed in compensation of road opening.
- Rover Park Road – grids issue. Met with property owners again and discussed road reserve issues pertaining to grid locations.
- MacLeod's Creek Road matter ongoing
- Liaised with School bus operators regarding up to date school bus route details
- Issued 11 Permits, issued under Section 138 of the Roads Act, sent 2 to RMS for concurrence, 4 for telecommunications works
- Issued 9 new Rural Address Numbers
- Continuing to check Council's Addressing data with Rates, as part of Council's participation in the Council Address Data Alignment Pilot Project LPI



## Our Economy No. 21 Cont...

- Liaised with Crown Lands Department on various road matters
- General road queries, address queries, road closures, works matters
- Continued to update MyRoadInfo
- Discussions held with Trade Waste Officer regarding Council's Liquid Trade Waste compliance program to be held in September. Letters to businesses to be sent out soon for annual inspections.

**Fleet**

- The Fleet team are preparing documentation for the replacement fleet items identified in the Plant replacement program 2017/2018.
- A major priority for the Fleet team within the coming months is to create, in consultation, a Depot Master Plan so as quotations can be sought for improvements identified including hardstand, wash down area, fuelling station, boom gate and additional surveillance for depot security and cover sheds for protection of heavy fleet when parked.
- The annual service and registration inspections of RFS vehicles and equipment are ongoing within this period being conducted two days of each week. This will be ongoing until completed in August 2017.
- Registration inspections, Blue slip inspections and adjustment of records for the general public continue to occur every Wednesday as required for Council to retain its certification as an Authorised Inspection Station for the RMS.
- Ongoing repair of RFS trucks, light vehicles and equipment both in house and on site.
- Ongoing repair and service of Council Fleet items both in house and on site throughout the Shire area, Water and Sewerage pumps and equipment, Parks and Gardens equipment and support to all Departments.
- Major refurbishment of Unit 84 Grid Roller is now completed and Unit will return to work 14 August 2017.
- Delivery and induction/training was carried out as follows;
  - Unit 350 – Torrington Progress Association mower on 6 July 2017.
  - Unit 349 – Liston Progress Association mower on 3 August 2017.
  - Unit 345 – Drake Progress Association mower on 17 August 2017.
- Preparations for the delivery of new plant as follows;
  - Unit 71 Backhoe Loader pre delivery inspection on 16 August 2017 and delivery to Council 24 August 2017.
  - Unit 77 Skid Steer Loader delivery expected early September 2017.

**Conclusion**

The Infrastructure and Services Division continues to provide timely and professional service to the residents and ratepayers of Tenterfield Shire.

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

Stakeholder meetings will be a part of the Legume to Woodenbong Mt Lindesay Road upgrade.

Our Economy No. 21 Cont...

**2. Policy and Regulation**

Nil changes.

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

Nil.

**4. Asset Management (AMS)**

Nil change

**5. Workforce (WMS)**

Nil Change.

**6. Legal and Risk Management**

Nil change.

**7. Performance Measures**

Nil Change.

**8. Project Management**

For the Mt Lindesay Road Legume to Woodenbong project Council is at the planning stage.

In relation to the Tenterfield Dam upgrade Council is at the implementation phase.

**Andre Kompler**  
**Acting Chief Executive**

Prepared by staff member: Andre Kompler, Acting Chief Executive  
Approved/Reviewed by Manager: Andre Kompler, Acting Chief Executive  
Department: Chief Executive Office  
Attachments: There are no attachments for this report.

|                      |                                                                                                                                                                                                                                           |
|----------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Infrastructure, Environment &amp; Regulation</b>                                                                                                                                                                                       |
| <b>Submitted by:</b> | Engineering Works Manager - Depot                                                                                                                                                                                                         |
| <b>Reference:</b>    | <b>ITEM ECO22/17</b>                                                                                                                                                                                                                      |
| <b>Subject:</b>      | <b>Council confirm the acceptance of Roads and Maritime funding 2017/18 Financial Year under the "Connecting Centres (cycling) - Infrastructure"; Construct a 120m on-road cyclway from Douglas Street to Donnelly Lane, Tenterfield.</b> |

|                                                               |                                                                                                                               |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                               |
| <b>CSP Goal:</b>                                              | <b>Community</b> - COMM 2 - Health and quality of life are supported by a wide range of recreation and leisure opportunities. |
| <b>CSP Strategy:</b>                                          | Provide a wide range of high quality and well maintained active and passive recreation facilities.                            |
| <b>Delivery Plan Action:</b>                                  | Identify suitable areas for the extension and embellishment of the current and future cycleway network.                       |
| <b>Operational Plan Action:</b>                               | Delivery of the Pedestrian Access Strategy.                                                                                   |

### SUMMARY

The purpose of this report is to accept the offer of 50/50 funding from Roads and Maritime Services to construct a 120m on-road cycleway from Douglas St to Donnelly Lane. Total funding value is \$146,436, \$73,218 funded by Tenterfield Shire Council.

### OFFICER'S RECOMMENDATION:

**That Council accept the funding from RMS and match this funding with funds allocated from R2R funding to the value of \$73,218. This will mean a reduction in funding allocated to "Bridge – Timber Components as Required".**

### BACKGROUND

Council submitted an application in August 2016 for shared footpath arrangement to link the cycleway from the football grounds along Scott Street to the footpath at St Joseph's School. This remaining section is aligned with the Tenterfield Bike Plan from January 2014. Page 9 identifies on a map this area as yet to be completed. Page 17 and 18 refer specifically to "Construct an on road cycleway by widening the bitumen".

In our application we have specified the scope of works; in the attached document.

### REPORT:

Tenterfield Shire Council has constructed over time, a shared path running across the Tenterfield CBD South of the town to North. The arterial path in combination with secondary paths link the commercial area, community swimming pool, parks and playgrounds with residential streets. The missing link of this path is the section along Scott Street from Douglas Street to Donnelly Lane.

This section has been identified as a priority section in Tenterfield Shire Council's Bike Plan. Although the methodology expressed in Bike Plan is to widen the shoulders of Scott Street, it is decided to construct a dedicated concrete shared path along the Street to match the existing arterial shared path reducing confusion for cyclists and improving safety. Please refer to the attached document.

Our Economy No. 22 Cont...

## **COUNCIL IMPLICATIONS:**

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

Community Centres, Schools and an informal cycling group were identified as being potentially interested in cycling needs in the community. A survey was circulated in the community calling for feedback in relation to current cycling facilities and the need for future cycling facilities.

Community members were asked to identify locations they felt were unsafe and hazardous and any additional cycle paths that could be justified.

### **5.2. Identified Cycling Issues**

The following issues have been identified:

- The cycle way that is in the process of being constructed between Scott Street and Saddlers estate will allow cyclists and pedestrians to travel from Saddlers estate in the south to Millrace Nursing Home in the north without crossing the busy New England Highway. A section of this link is on road which will ideally be improved by widening the road to provide a dedicated cycle lane.
- A suggested extension to the footpath from Millrace to Rouse Street, where the highway turns westwards. This is a busy section of road and there is nowhere safe for pedestrians to walk or cyclists to ride their bikes. The proposed location of the cycle way is on the eastern side of Rouse Street.
- The on-road cycleway along Miles street has a missing link section between Logan and Bulwer St on the southern side of the road that needs to be constructed.
- An on road cycleway should be painted along Molesworth Street to provide access to the western side of town.

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

- Standard Engineering Design Drawings

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

2017/18 FY year Long Term Financial Year does not reflect a budget for a cycleway in Scott Street. Consequently it is recommended that Council fund this work from Council's R2R funding allocation, reducing our allocation for "Bridge – Timber Components as Required" by \$73,218.

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

Footpaths and Cycleways sit under the Transport Category with 89% condition rated between 1 and 3.

No changes to current strategy.

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

Nil.

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

Nil.

Our Economy No. 22 Cont...

### **7. Performance Measures**

Our Goal, according to the Operational Plan is: "We have an effective interconnected transport system that is safe, efficient and affordable for us as a community."

Specifically in our Delivery Program "Review and implement planning for footpaths and cycleway infrastructure that is safe for users and supports connectivity and active recreation in urban environments."

### **8. Project Management**

This project will be managed internally by the Works Manager and TSC day labour work force.

**Andre Kompler**  
**Acting Chief Executive**

|                               |                                                                                                 |
|-------------------------------|-------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | James Paynter, Engineering Works Manager - Depot                                                |
| Approved/Reviewed by Manager: | Andre Kompler, Acting Chief Executive                                                           |
| Department:                   | Infrastructure, Environment & Regulation                                                        |
| Attachments:                  | <b>1</b> Attachment No. 2 (Booklet 1) - 8<br>Shared Path - Scott Street Concept Pages<br>Design |

|                      |                                                                                                                     |
|----------------------|---------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Infrastructure, Environment &amp; Regulation</b>                                                                 |
| <b>Submitted by:</b> | Senior Planner                                                                                                      |
| <b>Reference:</b>    | <b>ITEM ENV12/17</b>                                                                                                |
| <b>Subject:</b>      | <b>Tenterfield Local Environmental Plan 2013 - Proposed Amendment - Planning Proposal RU3 Zoned Land Provisions</b> |

|                                                               |                                                                                                                                   |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Environment</b> - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.            |
| <b>CSP Strategy:</b>                                          | Land use planning provisions support and promote sustainable land use and management in the Shire.                                |
| <b>Delivery Plan Action:</b>                                  | Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings. |
| <b>Operational Plan Action:</b>                               | Monitor and review Council's Local Environmental Plan and other strategic and supporting planning documents.                      |

## SUMMARY

The purpose of this report is to seek Council's direction in moving the Planning Proposal (PP) to rezone land from RU3 Forestry to RU1 Primary Production forward after the document was forwarded to the Department of Planning and Environment and a request made to incorporate matters raised by Forestry Corporation of NSW.

## OFFICER'S RECOMMENDATION:

### That Council:

- (1) Amends the Planning Proposal to incorporate comments from Forestry Corporation NSW as contained in Attachment 3 (Booklet 1); and**
- (2) Forwards the modified Planning Proposal to the Department of Planning and Environment for consideration through the Gateway process.**

## BACKGROUND

At its meeting of 27 June 2017, Council considered options in relation to two (2) properties which are held in private ownership, however are zoned as RU3 Forestry. The report identified that an option would be to rezone all RU3 Forestry land to RU1 Primary Production, at the suggestion of the Department of Planning and Environment. However, since that time, concerns have been raised by the Forestry Corporation NSW in relation to the proposal and are detailed below.

The resolution from Council's meeting of 27 June, 2017, is as follows;

***Resolved*** that Council forward the Planning Proposal to the Department of Planning and Environment for assessment through the Gateway process to include the following amendments:

- (1) In the section titled "Brief History", the following be added at the end of the last sentence. "and approximately 50 Perpetual Leases with State Forest dedication over them are affected by the zoning."*
- (2) In Section C, 7 – add after the last paragraph:*

Our Environment No. 12 Cont...

*"It is understood that the heritage listing was intended for sections of State Forests, National Park and Nature Reserve as evidenced by the notation on the listing Owner – State Government. The freehold landowner and NSW Farmers are currently in discussion with the Office of Environment & Heritage to amend the listing to remove the listing from all freehold land affected across the 15 local government areas."*

(3) In Section C, 9 – add after the paragraph:

*"However this will restore the pre-existing rights of title that were inadvertently changed as a result of the adoption of the LEP template."*

*(Tom Peters/Michael Petrie)*

In accordance with the resolution, the Planning Proposal (PP) was amended and forwarded to the Department of Planning & Environment for consideration through the Gateway Determination process on 13 July 2017.

On 18 July 2017, the Department of Planning & Environment (DPE) requested additional information in relation to assessment of the PP against relevant State Environmental Planning Policies and Ministerial directions, which was completed and returned on 25 July 2017.

On 21 July 2017, Council received correspondence from Forestry Corporation NSW (FCNSW), raising concerns that the decision made by Council at its 27 June, 2017 meeting was undertaken with no prior consultation with the Land owner (FCNSW). A copy of the correspondence is contained in Attachment 4 (Booklet 1) and was provided to the DPE for information.

On 27 July the DPE requested that Council update "**Section 11 Views of State and Commonwealth public authorities**" in the PP to reflect the comments of FCNSW and provide an argument as to why Council was not following their advice.

#### **REPORT:**

The purpose of this report is to seek Council's direction in moving the Planning Proposal forward, taking in to consideration the comments made by FCNSW.

FCNSW has offered to assist Council with any amendment to correct the RU3 Zoning on private land, however does not support the change in zoning for dedicated State Forest from RU3 Forestry to RU1 Primary Production.

FCNSW is only aware of one freehold lot and three part lots within the Tenterfield LGA which was zoned RU3 Forestry under Tenterfield LEP 2013.

FCNSW suggests that the RU3 Forestry zone remains (other than on privately owned land) and that the RU3 Forestry zoning table be amended to allow for uses which are "Permitted with Consent" as per the RU1 Primary Production zone. In doing so, the RU3 Forestry zoning table would be amended as follows (amendments in red and strikethrough);

#### **Zone RU3 Forestry**

Our Environment No. 12 Cont...

### 1 Objectives of zone

- To enable development for forestry purposes.
- To enable other development that is compatible with forestry land uses.

### 2 Permitted without consent

Roads; Uses authorised under the Forestry Act 2012

### 3 Permitted with consent

~~Nil~~ Dwelling houses; Extractive industries; Intensive livestock agriculture; Open cut mining; Roadside stalls; Any other development not specified in item 2 or 4

### 4 Prohibited

~~Any development not specified in item 2 or 3~~ Nil.

FCNSW believes that to rezone all of the RU3 Forestry land to RU1 Primary Production may lead to confusion for Leaseholders over State forest as they will still require consent under the Forestry Act 2012 for certain activities.

FCNSW further states that information presented to Council by speakers was not entirely accurate, in that Crown Lease Holders on land dedicated as State forest require FCNSW consent to undertake certain activities, as per the Forestry Act 2012 and Forestry Regulation 2012, on their Leasehold. Normal grazing or associated infrastructure is not prohibited on leasehold, however FCNSW does require the Leaseholder to gain FCNSW consent for these, and other activities, to ensure environmental and Cultural heritage issues are addressed in the conditions of consent. A copy of the standard conditions applying to Crown Leasehold are included in the FCNSW correspondence for Council's information.

FCNSW manages 2,171,104 hectares of State forest in NSW, across 72 Local Government Areas and enforces the need for a consistent approach by Councils in land zoning to assist FCNSW in its ongoing management responsibilities.

In summary, the option put forward by FCNSW achieves the same outcome Council was originally seeking, in correcting zoning of privately owned land from RU3 Forestry to RU1 Primary Production and amending the RU3 Forestry zoning table to allow for the same uses in both zones. The zoning of the land under *Tenterfield LEP 2013* does not impact on the responsibilities of Leaseholders to FCNSW. However, a change to the RU3 zone may have implications on a broader planning scale across other local government areas by setting a precedent in 'opening up' provisions in the RU3 zone.

The following Options are available to Council in order to progress the PP;

#### Option 1 – Maintain the current Planning Proposal provisions

1. Amend the PP by adding the following additional comments (in red) to **Section 11 Views of State and Commonwealth public authorities** as detailed below;



Our Environment No. 12 Cont...

**11. What are the views of State and Commonwealth public authorities consulted in accordance with the gateway determination?**

*Whilst no views of public authorities were sought at this stage, Council received correspondence from the Forestry Corporation of NSW (21/7/17) indicating they had been made aware, through media, of Council's consideration of the Planning Proposal. Forestry have raised concerns that the decision to rezone land from RU3 Forestry to RU1 Primary Production was made with no prior consultation with the land owner. Forestry have indicated that they will assist Council with any amendment to correct the RU3 zoning on private land. Forestry does not support the change in zoning for dedicated State Forest from RU3 to RU1.*

*At this point, it is Council's preference to rezone all RU3 Forestry Land to RU1 Primary Production. It is understood that rezoning the land will not remove the provision for Crown Lease Holders on land dedicated as State forest to obtain consent to undertake certain activities as per the Forestry Act 2012 and Forestry Regulation 2012, on their leasehold. Conditions which apply to leaseholders, in terms of consent for activities outside planning regulation is a matter between the owner and leaseholder, regardless of the zoning under the LEP.*

*It is proposed to consult further with Forestry Corporation post the Gateway Determination.*

Option 2 – Amend Planning Proposal to reflect FCNSW comments

Amend the PP by;

1. Identifying the land which is in private ownership and is zoned RU3 Forestry and rezoning that land to RU1 Primary Production.
2. Amending the RU3 Forestry zoning table to allow for an expanded 'Permitted with consent' list, and removing any 'Prohibited' uses.

**COUNCIL IMPLICATIONS:**

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

Community consultation will be set out by the DPE once the PP is successful at the Gateway Determination stage.

**2. Policy and Regulation**

The steps in the process to formally amend Tenterfield LEP 2013 are set out through the *Environmental Planning & Assessment Act, 1979* and processed by the NSW Department of Planning & Environment through the Gateway Process.

The Gateway Process follows the following steps;

1. The Planning Proposal – the relevant authority (usually Council) prepares the planning proposal.
2. Gateway – the Minister decides whether the planning proposal can proceed (with or without variation) and subject to other matters including further studies being undertaken, public consultation, public hearing, agency consultation and time frames. A planning proposal

Our Environment No. 12 Cont...

does not usually proceed without conditions of this nature. The conditions are then complied with and if necessary, the proposal is changed. A decision on whether the relevant council is able to finalise particular types of LEPs is also determined at this stage.

3. Community consultation –the proposal is publicly exhibited as required by the Minister.
4. Assessment – the relevant planning authority reviews public submissions. Parliamentary Counsel then prepares a draft local environmental plan.
5. The making of the LEP – with the Minister’s approval the local environmental plan is published on the NSW legislation website and becomes law.

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

No implications at this stage.

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

No implications.

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

No changes to WMS at this stage.

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

No implications at this stage.

### **7. Performance Measures**

No implications at this stage.

### **8. Project Management**

Not a major project.

**Andre Kompler**  
Acting Chief Executive

|                               |                                                                                                                  |            |
|-------------------------------|------------------------------------------------------------------------------------------------------------------|------------|
| Prepared by staff member:     | Tamai Davidson, Senior Planner                                                                                   |            |
| Approved/Reviewed by Manager: | Andre Kompler, Acting Chief Executive                                                                            |            |
| Department:                   | Infrastructure, Environment & Regulation                                                                         |            |
| Attachments:                  | <b>1</b> Attachment No. 3 (Booklet 1) -<br>Planning Proposal 2017-01                                             | 6<br>Pages |
|                               | <b>2</b> Attachment No. 4 (Booklet 1) -<br>Forestry Corporation<br>Correspondence - Planning<br>Proposal 2017-01 | 6<br>Pages |

|                      |                                                                             |
|----------------------|-----------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Infrastructure, Environment &amp; Regulation</b>                         |
| <b>Submitted by:</b> | Senior Planner                                                              |
| <b>Reference:</b>    | <b>ITEM ENV13/17</b>                                                        |
| <b>Subject:</b>      | <b>Development Application 2017.069 Recreation Facility - Archery Range</b> |

|                                                               |                                                                                                                                   |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Environment</b> - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.            |
| <b>CSP Strategy:</b>                                          | Land use planning provisions support and promote sustainable land use and management in the Shire.                                |
| <b>Delivery Plan Action:</b>                                  | Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings. |
| <b>Operational Plan Action:</b>                               | Monitor and review Council's Local Environmental Plan and other strategic and supporting planning documents.                      |

## SUMMARY

The purpose of this report is to consider Development Application 2017.069 for the establishment of a Recreation Facility (Outdoor) comprising an Archery Range on land situated on Dam Lane, Tenterfield. The application was notified to adjoining and adjacent land owners and three (3) submissions were received raising concerns in relation to the proposal. The application is recommended to Council for approval subject to conditions.

## OFFICER'S RECOMMENDATION:

**That Council approve Development Application 2017.069 for a Recreation Facility (Outdoor) Archery Range as identified in the application, subject to conditions as contained in Attachment 5 (Booklet 1).**

## BACKGROUND

Development Application 2017.069 was lodged with Council for the establishment of a Recreation Facility – Archery Range on 12 July, 2017. The proposed range is located on land owned by Council and at Council's meeting of 24 May 2017 Council resolved as follows;

- (1) Approve the lease of Council land as identified in the report to the Tenterfield Traditional Archers Incorporated for a period of five (5) with an option to extend for a further five (5) years; and*
- (2) Approve the signing of the lease by the Chief Executive and Mayor under the Seal of Council.*

The use of the land was agreed to on the understanding that a Development Application was required to be lodged and a consent issued to permit the use of the land. Lease arrangements have been completed and the documents signed under seal by the Mayor and Chief Executive on 19 July 2017.

Community consultation of the Development Application was undertaken and three (3) submissions were received raising matters of concern in relation to the proposal.

Our Environment No. 13 Cont...

Details of the concerns are addressed below.

The application is permitted with Council consent in the RU1 Primary Production zone, is consistent with the objectives of the zone and is recommended for approval subject to conditions (Attachment 5 (Booklet 1)).

## REPORT:

### Locality

Application has been made over seven (7) parcels of land as identified below;



### Proposal

The proposal comprises a field archery complex, consisting of;

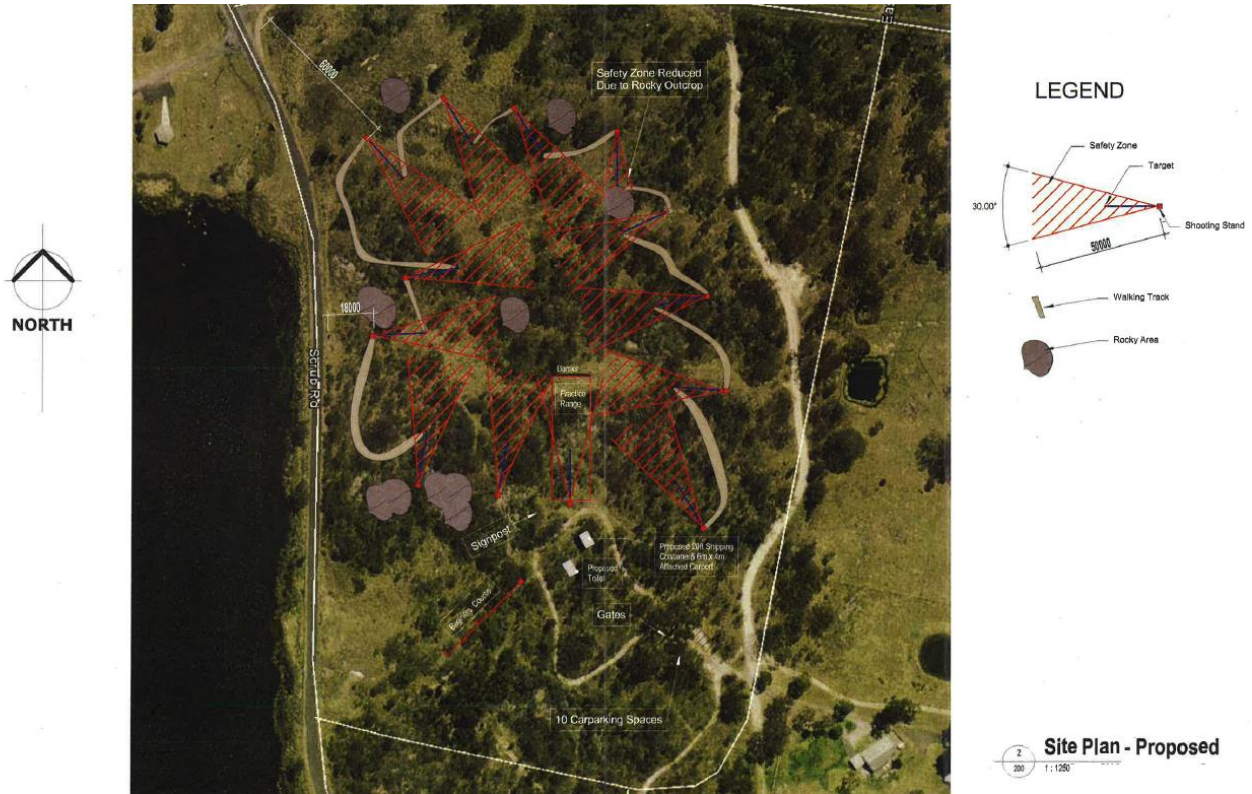
- A) Two (2) field archery ranges, one to the northern half of the land area comprising a circuitous walking track with a series of target lanes spaced along the route facing inwards. The second course is a shorter straight line track in the southern half with approximately six (6) targets of short range for beginners and accessible for persons with a disability. There is also a cleared practice area located centrally.
- B) Two (2) parking areas, one at the entrance located 325m along Dam Lane and a second accessible space located adjacent to the practice/amenities.

Our Environment No. 13 Cont...

- C) Shipping container with a roof over to provide a 4m wide covered area, to include an accessible toilet facility and storage. The amenities are to be serviced by a collection tank and pump out system and subject to an on site sewage management system approval.

Hours of operation – Saturday and Sunday 9.00am to 4.00pm, with some access during the week for maintenance.

The proposed site layout is detailed below;



**COUNCIL IMPLICATIONS:**

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

Tenterfield Development Control Plan 2014 required the DA to be notified to adjoining and adjacent land owners for a period of fourteen (14) days. Three (3) submissions raising concerns were received and are addressed below.

**2. Policy and Regulation**

**Statutory requirements/planning assessment**

Pursuant to Tenterfield LEP 2013, the land is zoned RU1 Primary Production, where the development is defined as a "Recreation Facility";

*recreation facility (outdoor) means a building or place (other than a recreation area) used predominantly for outdoor recreation, whether or not operated for the purposes of gain, including a golf course, golf driving range, mini-golf centre, tennis court, paint-ball centre, lawn bowling green, outdoor swimming pool, equestrian centre, skate board ramp, go-kart track, rifle range, water-ski centre or any other building or place of a like character used for outdoor recreation (including any ancillary buildings), but does not include an entertainment facility or a recreation facility (major).*

Our Environment No. 13 Cont...

A recreation facility is listed as a use which is permitted with consent.

In accordance with the requirements of the *Environmental Planning & Assessment Act, 1979* and the provisions of Section 79c, in determining a development application, Council is required to take into consideration matters which are of relevance to the development. The following matters are of relevance in making a determination of this Development Application;

**79c(a) the provisions of:**

**(i) any environmental planning instrument,**

The land is zoned RU1 Primary Production under *Tenterfield Local Environmental Plan 2013* where the use is permitted with Council consent as a 'recreation facility (outdoor)'. The use is consistent with the objectives of the zone.

**(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Director-General has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved)**

No draft instruments applicable.

**(iii) any development control plan**

Tenterfield Development Control Plan 2014 applies, with community consultation carried out in accordance with Chapter 2. Also of relevance are the provisions contained under Chapter 3, as 'Other Rural Development,' where the proposal meets the objectives.

**(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,.**

The facility is proposed to operate on weekends only and operations are carried out under strict rules and protocols which are required for the sport. There is limited potential for noise from the activity, which would be limited to vehicles entering and leaving the site and general talking during activities. There are no loudspeaker or announcement systems proposed.

The operation of the range is such that participants are firing arrows inward on the site, which prevents any arrows from leaving the defined range area. It is proposed to install signage along the external boundaries of the site, warning the public of the range and identifying when it is in operation to prevent unauthorized access from points other than the Dam Lane entrance.

Dam Lane is an unsealed road which currently services three (3) properties. It is not anticipated that the excess traffic generated by the development will negatively impact on Dam Lane, with predictions of around five (5) vehicles.

Our Environment No. 13 Cont...

In the event that traffic numbers are significantly and consistently increased, Council may require the applicant to investigate appropriate traffic measures, in consultation with Council.

**(c) *the suitability of the site for the development,***

The site is located within two (2) kilometres of the town centre and allows for ease of access for participants. The site is sparsely vegetated with regrowth and provides for an appropriate environment for the proposal. It is not proposed to remove any vegetation apart from tidying up the walking tracks and to locate the shipping container, if needed.

**(d) *any submissions made in accordance with this Act or the regulations,***

In accordance with the provisions of Chapter 2 of Tenterfield Development Control Plan 2014, development for the purposes of 'recreation facility (outdoor)' is required to be notified to adjoining owners. Adjoining owners were notified of the proposed development and provided with copies of relevant information.

At the close of the notification period, Council had received a submission raising concerns, signed by three (3) community members. The matters raised included;

- Concern over stray arrows impacting on their land/livestock/occupants
- Inappropriate location for an archery range
- Dam Lane is unsealed – increased traffic will cause damage to the surface and generate dust
- There is an existing Archery Range at Stanthorpe

As detailed above and indicated on the plan, the operation of the range, and the layout of the targets and shooting stands, does not permit arrows to be directed toward the external boundaries of the land.

The location provides adequate area to conduct the sport and is within short driving distance to Tenterfield.

It is recommended that continued consultation with neighbours is undertaken once operations on the site commence. This consultation would initially take the form of a three (3) monthly meeting with neighbours, representatives from the Archery Club and Council staff, or more frequently should the need arise.

**(e) *the public interest.***

The proposed development of an Archery Range will allow for increased public participation in a sport which is currently not offered in the Tenterfield community. In the future, the range may have the potential to attract visitors and provide for education and sporting opportunities.

Our Environment No. 13 Cont...

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

No implications.

**4. Asset Management (AMS)**

No implications.

**5. Workforce (WMS)**

No implications.

**6. Legal and Risk Management**

No implications.

**7. Performance Measures**

No implications.

**8. Project Management**

No implications.

**Andre Kompler**  
**Acting Chief Executive**

|                               |                                                                                                                                                                              |
|-------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Tamai Davidson, Senior Planner                                                                                                                                               |
| Approved/Reviewed by Manager: | Andre Kompler, Acting Chief Executive                                                                                                                                        |
| Department:                   | Infrastructure, Environment & Regulation                                                                                                                                     |
| Attachments:                  | <b>1</b> Attachment No. 5 (Booklet 1) - 4<br>Development Application 2017.069 Pages<br>Recreation Facility (Outdoor)<br>Archery Range - Recommended<br>conditions of consent |



|                      |                                                          |
|----------------------|----------------------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b>             |
| <b>Submitted by:</b> | Manager Finance                                          |
| <b>Reference:</b>    | <b>ITEM ENV14/17</b>                                     |
| <b>Subject:</b>      | <b>Mount Lindesay Road Waste Collection Service Fees</b> |

|                                                               |                                                                                                                                                                                                                        |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                                                                        |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.                                                     |
| <b>CSP Strategy:</b>                                          | Council has in place and adheres to a robust asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to service the existing community and future generations. |
| <b>Delivery Plan Action:</b>                                  | Make prioritised decisions in the long-term interest of the broad community and have regard to financial and infrastructure sustainability.                                                                            |
| <b>Operational Plan Action:</b>                               | Operate in a financially responsible and sustainable manner.                                                                                                                                                           |

### SUMMARY

At the Council meeting on 28 June 2017, Council Resolved that "(2) Council advertise this new fee/charge for 28 days and then bring a report back to Council for fee final adoption."

### OFFICER'S RECOMMENDATION:

**(1) That Council adopt a new user fee of \$219 per annum for ratepayers on Mt Lindesay Road for those wanting a weekly roadside 120L bin pickup collection service; and**

**(2) Councils revenue policy be updated to reflect the change in fee.**

### BACKGROUND

At the Council meeting on 28 June 2017, Council resolved to create a fee for the provision of a weekly 120L bin collection service on Mount Lindesay Road.

### REPORT:

This fee was subsequently advertised for 28 days and received no submissions in relation to the charging of the fee.

It is recommended that Council adopt the new fee and update the revenue policy to reflect the new fee.

### COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**  
Fee was advertised for 28 days to seek submission from the public.
- 2. Policy and Regulation**
  - Section 253 of Local Government Act 1993

Our Environment No. 14 Cont...

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

No material change.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

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

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Andrew Wright, Manager Finance            |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer      |
| Department:                   | Corporate, Governance & Community         |
| Attachments:                  | There are no attachments for this report. |

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b> |
| <b>Submitted by:</b> | GIS Accountant                               |
| <b>Reference:</b>    | <b>ITEM GOV55/17</b>                         |
| <b>Subject:</b>      | <b>Finance and Accounts</b>                  |

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

### 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 Finance and Accounts Report for the period ended 31 July 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 July 2017.

Cash Book Balances on this date were as follows:-

|                        |    |            |        |
|------------------------|----|------------|--------|
| General (Consolidated) | \$ | 629,558.64 | Credit |
| General Trust          | \$ | 321,533.93 | Credit |

Our Governance No. 55 Cont...

(b) Summary of Investments

Attachment 6 (Booklet 1) is a certified schedule of all Council's investments as at 31 July 2017 showing the various invested amounts and applicable interest rates.

**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.

**Kylie Smith**  
Chief Corporate Officer

|                               |                                                                                 |                  |
|-------------------------------|---------------------------------------------------------------------------------|------------------|
| Prepared by staff member:     | Belinda Savins, GIS Accountant                                                  |                  |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                            |                  |
| Department:                   | Corporate, Governance & Community                                               |                  |
| Attachments:                  | <b>1</b> Attachment 6 (Booklet 1) -<br>Summary of Investments - 31 July<br>2017 | <b>1</b><br>Page |

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b> |
| <b>Submitted by:</b> | GIS Accountant                               |
| <b>Reference:</b>    | <b>ITEM GOV56/17</b>                         |
| <b>Subject:</b>      | <b>Posted Expenditure Report</b>             |

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

## SUMMARY

The purpose of this report is to monitor progress on expenditure items and flag when the expenditure reaches 60% of the allocated budget to alert Council to over expenditure. At this time 5 items have been flagged on the report due to a nil budget allocation. The adoption of proposed carryforward amounts will enable the projects to be completed within the original budget allocations.

## OFFICER'S RECOMMENDATION:

**That Council receive and note the Posted Expenditure Report for the period ended 31 July 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 July 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 of other projects to be reduced or even removed from the budget altogether, or transfer of funds from reserves.

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

## REPORT:

There are a small number of over expenditures on existing projects due to the carryovers not being adopted by Council at this stage. These carryover adjustments will result in all flagged current overspends being absorbed within budget allocations.

Our Governance No. 56 Cont...

The table below includes the actual expenditure as at 31 July 2017 and the proposed carryover budget. Should Council agree to carry forward the remaining budget from the 2016/17 financial year, the expenditure will remain within budget.

| <b>Proposed carryforward budget on overspent Projects commenced in 2016/17</b> |                                                               |             |                           |
|--------------------------------------------------------------------------------|---------------------------------------------------------------|-------------|---------------------------|
| Account No.                                                                    | Project                                                       | Expenditure | Proposed Carryover Budget |
|                                                                                |                                                               | \$          | \$                        |
| 4220 502                                                                       | Renew Boundary Fence                                          | 2,186.22    | 2,781.00                  |
| 6240 502                                                                       | Complete Final Stage Main Street                              | 6,351.50    | 42,593.00                 |
| 6215 513                                                                       | Fixing Country Roads Wallaby Creek Bridge                     | 889.55      | 184,013.00                |
| 7080 814                                                                       | Tenterfield Waste Transfer Station Community Recycling Centre | 407.08      | 26,015.00                 |

### **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)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

Our Governance No. 56 Cont...

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

Prepared by staff member: Belinda Savins, GIS Accountant  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Corporate, Governance & Community  
Attachments: **1** Attachment 7 (Booklet 1) - Capital Expenditure Program 2016/17 - 31 July 2017 **2** Pages

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b> |
| <b>Submitted by:</b> | Manager Finance                              |
| <b>Reference:</b>    | <b>ITEM GOV57/17</b>                         |
| <b>Subject:</b>      | <b>Budget Re-Votes for 2017/18</b>           |

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

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

#### **SUMMARY**

The purpose of this report is to confirm the inclusion of capital projects that didn't commence in the previous financial year, into the 2017/18 financial year operational plan

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

**That Council authorises the expenditure of funds for the purposes listed in the table below:**

| Account No. | Project                                                                               | Revote \$ |
|-------------|---------------------------------------------------------------------------------------|-----------|
|             | <u>Library</u>                                                                        |           |
| 5000 510    | Local Priority Grant 2016/17                                                          | 8,000     |
|             | <u>Economic Development</u>                                                           |           |
| 5005 502    | Repair and Paint Interior Southern Wall of Cinema (SRV)                               | 7,503     |
| 5005 506    | School of Arts - Repaint exterior and repair windows (SRV)                            | 50,000    |
| 5400 502    | Reverse Cycle Air Conditioning to Administration office at Visitor Information Centre | 3,500     |
| 5400 503    | Reverse Cycle Air Conditioning to Meeting room at Visitor Information Centre          | 5,500     |
|             | <u>Property</u>                                                                       |           |
| 4204 500    | New Public Toilets in Captain Cook Park Urbenville                                    | 10,011    |
| 3000 500    | IT System EHC and DA ProRMSk                                                          | 16,507    |
| 4200 501    | Administration Building - Replace Window frames (SRV)                                 | 24,526    |
| 4200 502    | Administration Building - Repaint Interior (SRV)                                      | 14,000    |
| 4200 506    | Administration Building - Replace Air Conditioning System                             | 80,000    |
| 4220 504    | Improvements to Loading Ramps and Traffic Facilities at Saleyards                     | 50,000    |



## Our Governance No. 57 Cont...

|          |                                                                    |                |
|----------|--------------------------------------------------------------------|----------------|
| 4220 505 | Work Health and Safety Signage at Saleyards<br><u>Tourism</u>      | 14,823         |
| 5405 002 | NAIDOC Week Grant                                                  | 895            |
| 5400 300 | Community Wi Fi                                                    | 8,000          |
| 5400 051 | Future Towns Project                                               | 7,366          |
| 5405 007 | Community Heritage and Icons<br><u>Water, Waste and Sewerage</u>   | 5,000          |
| 7080 556 | Boonoo Boonoo Landfill site design                                 | 50,000         |
| 7080 692 | Legume Transfer Station Awning with Pad                            | 10,000         |
| 7080 712 | Liston Transfer Station Awning with Pad                            | 10,000         |
| 7080 810 | Tenterfield Waste Transfer Station Recycling infrastructure        | 45,920         |
| 7080 811 | Tenterfield Waste Transfer Station Groundwater Bores               | 100,000        |
| 7080 815 | Tenterfield Waste Transfer Station Environmental Impact Statement  | 50,000         |
| 7484 515 | Flood Warning System                                               | 16,000         |
| 7484 516 | Shirley Park Bore Flood Damage Restoration                         | 20,000         |
| 7484 524 | Water Treatment Plant Signage                                      | 1,000          |
| 7872 505 | Man Hole Level Alterations                                         | 112,000        |
| 7872 521 | Sewerage Treatment Plant Signage<br><u>Chief Operating Officer</u> | 1,000          |
| 6205 502 | Works Depot contribution to the construction of a wash bay         | 15,000         |
| 6205 507 | Asset Management System                                            | 50,000         |
|          | <b>TOTAL REVOTES</b>                                               | <b>786,551</b> |

**BACKGROUND**

At the end of the 2016/17 financial year there were a number of projects that were not commenced. Clause 211 of the Local Government (General) Regulation states that a Council may not incur a liability for the expenditure of money unless the Council has (a) approved the expenditure (b) has voted the money necessary to meet the expenditure. All approvals and votes lapse at the end of the financial year except where works (including services, goods, materials or facilities) have started or been contracted to be carried out.

**REPORT:**

This report lists a number of projects not commenced at the end of the 2016/17 financial year. It does not include co-contributions to grant funded projects, grant funds or unexpended funds for plant capital replacement which will be included in the

## Our Governance No. 57 Cont...

September Quarter Budget Review following finalisation of the 2016/17 Financial Statements.

| Account No. | Project                                                                               | Revote<br>\$ |
|-------------|---------------------------------------------------------------------------------------|--------------|
|             | <u>Library</u>                                                                        |              |
| 5000 510    | Local Priority Grant 2016/17                                                          | 8,000        |
|             | <u>Economic Development</u>                                                           |              |
| 5005 502    | Repair and Paint Interior Southern Wall of Cinema (SRV)                               | 7,503        |
| 5005 506    | School of Arts - Repaint exterior and repair windows (SRV)                            | 50,000       |
| 5400 502    | Reverse Cycle Air Conditioning to Administration office at Visitor Information Centre | 3,500        |
| 5400 503    | Reverse Cycle Air Conditioning to Meeting room at Visitor Information Centre          | 5,500        |
|             | <u>Property</u>                                                                       |              |
| 4204 500    | New Public Toilets in Captain Cook Park Urbenville                                    | 10,011       |
| 3000 500    | IT System EHC and DA ProRMSk                                                          | 16,507       |
| 4200 501    | Administration Building - Replace Window frames (SRV)                                 | 24,526       |
| 4200 502    | Administration Building - Repaint Interior (SRV)                                      | 14,000       |
| 4200 506    | Administration Building - Replace Air Conditioning System                             | 80,000       |
| 4220 504    | Improvements to Loading Ramps and Traffic Facilities at Saleyards                     | 50,000       |
| 4220 505    | Work Health and Safety Signage at Saleyards                                           | 14,823       |
|             | <u>Tourism</u>                                                                        |              |
| 5405 002    | NAIDOC Week Grant                                                                     | 895          |
| 5400 300    | Community Wi Fi                                                                       | 8,000        |
| 5400 051    | Future Towns Project                                                                  | 7,366        |
| 5405 007    | Community Heritage and Icons                                                          | 5,000        |
|             | <u>Water, Waste and Sewerage</u>                                                      |              |
| 7080 556    | Boonoo Boonoo Landfill site design                                                    | 50,000       |
| 7080 692    | Legume Transfer Station Awning with Pad                                               | 10,000       |
| 7080 712    | Liston Transfer Station Awning with Pad                                               | 10,000       |
| 7080 810    | Tenterfield Waste Transfer Station Recycling infrastructure                           | 45,920       |
| 7080 811    | Tenterfield Waste Transfer Station Groundwater Bores                                  | 100,000      |
| 7080 815    | Tenterfield Waste Transfer Station Environmental Impact Statement                     | 50,000       |
| 7484 515    | Flood Warning System                                                                  | 16,000       |
| 7484 516    | Shirley Park Bore Flood Damage Restoration                                            | 20,000       |
| 7484 524    | Water Treatment Plant Signage                                                         | 1,000        |

## Our Governance No. 57 Cont...

|                      |                                                                    |         |
|----------------------|--------------------------------------------------------------------|---------|
| 7872 505             | Man Hole Level Alterations                                         | 112,000 |
| 7872 521             | Sewerage Treatment Plant Signage<br><u>Chief Operating Officer</u> | 1,000   |
| 6205 502             | Works Depot contribution to the construction of a wash bay         | 15,000  |
| 6205 507             | Asset Management System                                            | 50,000  |
| <b>TOTAL REVOTES</b> |                                                                    | 786,551 |

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

Nil.

**2. Policy and Regulation**

- Complies with Clause 211 of the Local Government (General) regulation.

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

Almost all of these projects are capital and will impact the capital renewal ratio's.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
Chief Corporate Officer

Prepared by staff member: Andrew Wright, Manager Finance  
 Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
 Department: Corporate, Governance & Community  
 Attachments: There are no attachments for this report.

|                      |                                                                     |
|----------------------|---------------------------------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b>                        |
| <b>Submitted by:</b> | Acting Executive Assistant & Media                                  |
| <b>Reference:</b>    | <b>ITEM GOV58/17</b>                                                |
| <b>Subject:</b>      | <b>Community Contributions/Donations - 2017/2018 Financial Year</b> |

|                                                               |                                                                                                                                                                  |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                  |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities. |
| <b>CSP Strategy:</b>                                          | Council's decision making processes are open, accountable and based on sound integrated planning.                                                                |
| <b>Delivery Plan Action:</b>                                  | Promote and support community involvement in Council decision making process.                                                                                    |
| <b>Operational Plan Action:</b>                               | Ongoing review and implementation of Community Engagement Strategy.                                                                                              |

## SUMMARY

The purpose of this report is to advise Council of the applications received requesting financial support through Council's Community Donations/Contributions Policy and for Council to adopt the donations for this financial year.

## OFFICER'S RECOMMENDATION:

**That Council adopt the individual allocation of community contributions / donations as outlined in this report.**

## BACKGROUND

In June 2015 Council adopted the Community Donations/Contributions Policy which states as follows:

*"The Council in preparing the Operational Plan Budget for the ensuing Financial Period shall allocate an amount to be available to meet requests from community bodies for donations or contributions.*

*After adoption of the Operational Plan Budget, Council will call for applications from local voluntary/community organisations for contributions/donations.*

*No requests for donations/contributions will be considered throughout the year."*

An amount of \$35,000 was allocated in the 2017/2018 Operational Plan Budget and applications/submissions were invited through the Council's newsletter "Your Local News" and on Council's website from 5 July 2017. Closing date for applications was 5.00 pm on Wednesday, 2 August 2017.

## REPORT:

Council has previously determined to consider a contribution/donation to the following groups/organisations without the need for an application to be submitted each year.

| <b>No.</b> | <b>Organisation</b>    | <b>Project</b>     | <b>Amount<br/>\$</b> |
|------------|------------------------|--------------------|----------------------|
| 1          | Drake Primary School   | Presentation Night | 150.00               |
| 2          | Jennings Public School | Presentation Night | 150.00               |

Our Governance No. 58 Cont...

| <b>No.</b> | <b>Organisation</b>                      | <b>Project</b>                                     | <b>Amount<br/>\$</b> |
|------------|------------------------------------------|----------------------------------------------------|----------------------|
| 3          | Mingoola Public School                   | Presentation Night                                 | 150.00               |
| 4          | St Joseph's Convent Schools              | Presentation Night                                 | 150.00               |
| 5          | Sir Henry Parkes Memorial Primary School | Presentation Night                                 | 150.00               |
| 6          | Tenterfield High School                  | Presentation Night                                 | 150.00               |
| 7          | Urbenville Public School                 | Presentation Night                                 | 150.00               |
| 8          | Woodenbong Public School                 | Presentation Night                                 | 150.00               |
| 9          | TAFE                                     | Presentation Night                                 | 150.00               |
| 10         | Drake Primary School                     | Learn to Swim – contribution to transport          | 550.00               |
| 11         | Urbenville Public School                 | Learn to Swim – contribution to transport          | 550.00               |
| 12         | Westpac Helicopter Rescue Service        | Helicopter Rescue Service – Annual Contribution    | 2,000.00             |
| 13         | A Brush with Verse                       | Acquisition Art Prize                              | 1,050.00             |
| 14         | Tabulam SES                              | Upper Clarence Art Exhibition                      | 500.00               |
| 15         | Liston Hall Committee                    | Annual contribution to assist with operating costs | 500.00               |
| 16         | Bolivia Hall Committee                   | Annual contribution to assist with operating costs | 500.00               |
| 17         | Legume Hall Committee                    | Annual contribution to assist with operating costs | 500.00               |
| 18         | Drake Hall Committee                     | Annual contribution to assist with operating costs | 500.00               |
| 19         | Urbenville Hall Committee                | Annual contribution to assist with operating costs | 500.00               |
| 20         | Steinbrook Hall Committee                | Annual contribution to assist with operating costs | 500.00               |
| 21         | Sunnyside Hall Committee                 | Annual contribution to assist with operating costs | 500.00               |
| 22         | Mingoola Hall Committee                  | Annual contribution to assist with operating costs | 500.00               |
| 23         | Torrington Hall Committee                | Annual contribution to assist with operating costs | 500.00               |
| 24         | Tenterfield Highlander Pipe Band         | Annual contribution to assist with operating costs | 600.00               |
|            |                                          | <b>Sub-Total</b>                                   | <b>\$11,100.00</b>   |

The Committee formed in 2016, comprising of the Mayor, Councillors Michael Petrie and John Macnish and supported by the Acting Chief Executive Andre Kompler and Senior Economic Development Officer Harry Bolton met on Monday, 7 August 2017, to assess the requests.

The Committee used the selection criteria as well as the direction of Council's Community Strategic Plan to address the various target groups (eg Aboriginal, aged, youth), a physically and mentally healthy community, and support for events and public spaces.

The organisation, amount sought and recommended amount with comments can be seen in the table below:

Our Governance No. 58 Cont...

| <b>No.</b> | <b>Organisation</b>                              | <b>Project</b>                                                                                                      | <b>Amount \$ Sought</b> | <b>Amount \$ Proposed &amp; Comments</b> |
|------------|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|-------------------------|------------------------------------------|
| 25         | Torrington Memorial Hall Fund Inc.               | Contribution towards building a concrete ramp to replace the current stairs                                         | \$5235.00               | \$2000.00                                |
| 26         | Drake School of Arts & Progress Association Inc. | Contribution towards purchasing a defibrillator for the community of Drake                                          | \$2600.00               | \$1500.00                                |
| 27         | Tenterfield Traditional Archers Inc.             | Contribution towards establishing a dedicated training/coaching area co-located as part of the club practice range. | \$475.00                | \$475.00                                 |
| 28         | Tenterfield Lions Club                           | Contribution towards holding the annual "Cracker Night"                                                             | \$1000.00               | \$500.00                                 |
| 29         | Tenterfield Show Society                         | Contribution towards performances and workshops for the annual Tenterfield Show                                     | \$2000.00               | \$2000.00                                |
| 30         | Tenterfield Men's Shed Inc.                      | Contribution towards purchasing Metal craft machinery                                                               | \$2500.00               | \$2000.00                                |
| 31         | Tenterfield Transport Museum Inc.                | Contribution towards purchasing a 20 foot container                                                                 | \$5000.00               | \$2425.00                                |
| 32         | The Rotary Club of Tenterfield                   | Contribution towards holding a "Jazz in the Bush" afternoon                                                         | \$2000.00               | \$500.00                                 |
| 33         | Tenterfield Art & Craft Society Inc.             | Contribution towards purchase of wadding for quilt making                                                           | \$500.00                | \$500.00                                 |
| 34         | Seniors Week Committee                           | Contribution towards "Seniors Week" activities                                                                      | \$1000.00               | \$500.00                                 |
| 35         | Drake School of Arts & Progress Assoc Inc.       | Contribution towards the hire of Woodward Park for monthly markets                                                  | \$60.00                 | \$60.00                                  |
| 36         | Urbenville Progress Association                  | Contribution towards sound system and notice boards                                                                 | \$2432.00               | \$1000.00                                |
| 37         | Upper Clarence Historical Society                | Contribution towards the purchase of vinyl banners                                                                  | \$350.00                | \$350.00                                 |
| 38         | Liston & Area Progress Association               | Contribution towards new garden area in playground                                                                  | \$300.00                | \$300.00                                 |
| 39         | Ozfish Unlimited Tenterfield                     | Contribution towards the "National Gone Fishing Day" to be held at                                                  | \$600.00                | \$600.00                                 |

Our Governance No. 58 Cont...

| No.          | Organisation                                     | Project                                                                               | Amount \$ Sought | Amount \$ Proposed & Comments |
|--------------|--------------------------------------------------|---------------------------------------------------------------------------------------|------------------|-------------------------------|
|              |                                                  | Tenterfield Dam                                                                       |                  |                               |
| 40           | Tenterfield Rugby League                         | Contribution towards purchase of a coolroom for the Rugby League Park                 | \$5000.00        | \$2000.00                     |
| 41           | Torrington All Saints Restoration Committee      | Contribution towards restoring/maintaining the Torrington All Saints Anglican Church. | \$2500.00        | Nil.                          |
| 42           | Legume Progress Association Inc.                 | Contribution towards carrying out repairs on the access ramp at the Legume Hall       | \$590.00         | \$590.00                      |
| 43           | Tenterfield Playgroup                            | Contribution towards hire of RSL Pavilion for weekly playgroup                        | \$2080.00        | \$1000.00                     |
| 44           | Bolivia Progress Association                     | Contribution towards re-printing the "Bolivia a Century and a half" book              | \$2500.00        | \$1000.00                     |
| 45           | Moombahlene LALC                                 | Contribution towards building a greenhouse                                            | \$1759.54        | \$500.00                      |
| 46           | Tenterfield Endurance Riding Club                | Contribution towards staging a ride                                                   | \$600.00         | \$600.00                      |
| 47           | The Sir Henry Parkes Memorial Public School      | Contribution towards assisting the school to attend sporting events in other towns    | \$1500.00        | Nil.                          |
| 48           | Tenterfield Social Development                   | Contribution towards the Youth Support Program                                        | \$3000.00        | \$1000.00                     |
| 49           | Tenterfield Care Centre                          | Contribution towards installing WiFi Internet throughout Haddington Nursing Home      | \$3500.00        | \$2000.00                     |
| 50           | Wallangarra Jennings Progress Association (WJPA) | Contribution towards new attractions for the annual Christmas Fair                    | \$2200.00        | \$500.00                      |
| <b>TOTAL</b> |                                                  |                                                                                       |                  | <b>\$35,000.00</b>            |

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

This year's applications are varied with a strong focus of the communities in the villages, youth, and family.

**2. Policy and Regulation**

- Local Government Act 1993
- Council's Community Donations/Contributions Policy No 1.031.

Our Governance No. 58 Cont...

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

An amount of \$35,000 was allocated in the 2017/2018 Operational Plan Budget.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Recommendation supports the measures outlined in Council's Integrated Planning documents.

**8. Project Management**

Nil.

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

Prepared by staff member: Sarah Watson, Acting Executive Assistant & Media  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Corporate, Governance & Community  
Attachments: There are no attachments for this report.



|                      |                                                                                    |
|----------------------|------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b>                                       |
| <b>Submitted by:</b> | Acting Governance Coordinator                                                      |
| <b>Reference:</b>    | <b>ITEM GOV59/17</b>                                                               |
| <b>Subject:</b>      | <b>Operational Plan 2016/2017 - Review of Activities - April 2017 to June 2017</b> |

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

## SUMMARY

The purpose of this report is to inform Council of the progress of activities for the period 1 April 2016 to 30 June 2017 as contained within the Operational Plan 2016/2017.

## OFFICER'S RECOMMENDATION:

**That Council receive and note the Progress Report for the 2016/2017 Operational Plan, for the period 1 April 2016 to 30 June 2017.**

## BACKGROUND

Council adopted the Operational Plan 2016/2017 in June 2016 (Resolution 149/16). The activities are structured to meet the objectives for the 2016/2017 financial year with the aim to fulfil the Directions contained in the Four (4) Year Delivery Program 2013-2017 and the Community Strategic Plan 2013-2023.

This report will provide Council with the outcomes for the period 1 April 2016 to 30 June 2017, of actions against the activities across the organisation's six (6) key areas: Our Towns, Villages and Economic Growth; Our Infrastructure, Our Environment; Our Community; Our Sport, Recreation and Culture; and Government Leadership.

## REPORT:

Council staff have continued with extensive progress of the actions and activities in the 2016/2017 Operational Plan.

The progress for the reporting period can be viewed in Attachment 8 (Booklet 2) in the column marked "Progress as of 30 June 2017" in the colour red.

The 2016/2017 Operational Plan is the final Plan for the Community Strategic Plan 2013-2023 and as required following the election of the new Council in September 2016 for a new four (4) year term, Council has developed a new suite of Integrated Planning & Reporting documents.

Our Governance No. 59 Cont...

## COUNCIL IMPLICATIONS:

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

The 2016/2017 Operational Plan is the final Plan for the Community Strategic Plan 2013-2023 and as required following the election of the new Council in September 2016 for a new four (4) year term, Council has developed a new suite of Integrated Planning & Reporting documents.

### 2. Policy and Regulation

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

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

All financial strategies for the 2016/2017 Operational Plan are contained within the Long Term Financial Plan 2015-2025 adopted by Council in June 2015 (Resolution 179/15).

### 4. Asset Management (AMS)

All asset resourcing plans for the 2016/2017 Operational Plan are contained within the following documents adopted June 2015 (Resolution 181/15):

- Building Asset Management Plan;
- Parks, Recreation & Public Facilities Asset Management Plan;
- Road Network Asset Management Plan and related Appendices.

### 5. Workforce (WMS)

All workforce resourcing plans for the 2016/2017 Operational Plan are contained within the Workforce Management Strategy 2017 – 2021 (Resolution 40/17).

### 6. Legal and Risk Management

Nil.

### 7. Performance Measures

The progress for the reporting period can be viewed in Attachment 8 (Booklet 2) in the column marked "Progress as of 30 June 2017" in the colour red.

### 8. Project Management

Nil.

**Kylie Smith**  
Chief Corporate Officer

|                               |                                                                                                                           |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Erika Bursford, Acting Governance Coordinator                                                                             |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                                                      |
| Department:                   | Corporate, Governance & Community                                                                                         |
| Attachments:                  | <b>1</b> Attachment No. 8 (Booklet 2) - 62<br>Operational Plan 2016-17 - Review Pages<br>of Activities April to June 2017 |

|                      |                                               |
|----------------------|-----------------------------------------------|
| <b>Department:</b>   | <b>Corporate, Governance &amp; Community</b>  |
| <b>Submitted by:</b> | Acting Governance Coordinator                 |
| <b>Reference:</b>    | <b>ITEM GOV60/17</b>                          |
| <b>Subject:</b>      | <b>Requirement to Re-adopt Local Policies</b> |

|                                                               |                                                                                                                                                                    |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                    |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>                                          | Council continually reviews its service provision to ensure best possible outcomes for the community.                                                              |
| <b>Delivery Plan Action:</b>                                  | Deliver continuous improvements in Council's business, processes and systems.                                                                                      |
| <b>Operational Plan Action:</b>                               | Governance policies prepared and existing policies reviewed regularly and access to Council's policies provided.                                                   |

### SUMMARY

The purpose of this report is to advise Council of the requirement to re-adopt Council's local policies that will expire on 9 September 2017.

### OFFICER'S RECOMMENDATION:

**That Council re-adopt those Council local policies not re-adopted since the commencement of the new term of Council on 10 September 2016.**

### BACKGROUND

Under Section 165 (4) of the Local Government Act 1993, Council policies automatically expire twelve (12) months after the declaration of the poll for Local Government general elections. Council currently has 120 Council policies that have not been re-adopted in the eleven (11) months since the commencement of the new Council term on 10 September 2016, which need to be re-adopted prior to 9 September 2017 to remain in force.

### REPORT:

Council's policies are developed to assist with the workings and governance of the many matters of Council. Section 165 (4) of the Local Government Act states:

*"A local policy (other than a local policy adopted since the last general election) is automatically revoked at the expiration of 12 months after the declaration of the poll for that election."*

Council currently has 128 policies, of which 120 policies have not been re-adopted since the commencement of the new term of Council on 10 September 2016. The poll for Local Government general elections was held on 9 September 2016, therefore Council's local policies that have not been re-adopted since that date will expire on 9 September 2017. In order for Council's local policies to remain in force, Council is required to re-adopt those policies listed in Attachment 9 (Booklet 2) not already readopted since 10 September 2016.

Our Governance No. 60 Cont...

### **COUNCIL IMPLICATIONS:**

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

Under Section 166 of the Local Government Act "Public Notice of Adoption of Local Policy" Council is not required to give public notice of the re-adoption of policies, in full or in part, when doing so under Section 165 (4).

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

- Local Government Act 1993

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

Nil.

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

Nil.

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

Nil.

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

A detailed assessment will be undertaken in future and will determine any legal or risk management requirements.

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

Nil.

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

Nil.

**Kylie Smith**  
Chief Corporate Officer

|                               |                                                                                                                                            |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Erika Bursford, Acting Governance Coordinator                                                                                              |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                                                                       |
| Department:                   | Corporate, Governance & Community                                                                                                          |
| Attachments:                  | <b>1</b> Attachment No. 9 (Booklet 2) - Tenterfield Shire Policy List - Re-adoption requirement <span style="float: right;">5 Pages</span> |

**(ITEM RC13/17) REPORT OF COMMITTEE & DELEGATES - TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE - 3 AUGUST 2017**

---

**REPORT BY:** Jessica Gibbins, Engineering Officer

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 3 August 2017. Minutes of the meeting are attached.

**RECOMMENDATION**

- (1) That the report from the Tenterfield Shire Local Traffic Committee meeting of 3 August 2017 be received and noted; and**
- (2) That Council liaise with RMS regarding road sign design and that Council install a larger sign indicating the Tooloom Falls, with an additional sign to be installed at the intersection indicating the distance to the Tooloom Falls; and**
- (3) That the Local Traffic Committee and Council:**
  - a) Recognise the need for a hard stand truck parking rest stop/trailer changeover area outside the 60km/hr zone catering for through heavy vehicle traffic and local heavy vehicle carriers.**
  - b) Formally write to the NSW Roads and Maritime Services seeking support for the incorporation of such a facility to both sides of the Tenterfield Heavy Vehicle Bypass and for the same to be included in the Bypass Project scope of works and total project costing.**
- (4) That Council offers no objections to the use of roads such as Mount Lindesay Road, Beaury Creek Road and Grahams Creek Road associated with the Woodenbong Trailbike Ride to be held on the dates of 15 & 16 October 2017 with alternate date 29 & 30 October 2017 subject to Police approval and standard conditions; and**
- (5) Council to install a "Give Way Ahead" sign in addition to a "Give Way" sign at this location including linemarking in line with current standards.**

**ATTACHMENTS**

- 1 Minutes of Meeting 9 Pages**



**MINUTES OF**  
**TENTERFIELD SHIRE LOCAL TRAFFIC**  
**COMMITTEE MEETING**  
**THURSDAY 3 AUGUST 2017**

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF TENTERFIELD SHIRE held at the Council Chambers on Thursday 3 August 2017 commencing at 10.15am

**ATTENDANCE**

Councillor Peter Petty (Mayor - TSC)  
Councillor Gary Verri (TSC)  
Glen Lamb - Representative for The Hon Thomas George, MP (Member for Lismore)  
Stefan Wielebinski (RMS)  
Councillor Tom Peters (TSC)

**ALSO IN ATTENDANCE**

Chief Operating Officer (Andre Kompler)  
Works Manager (James Paynter)  
Engineering Officer (Jessica Gibbins)

*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 The Hon Thomas George, MP be received and accepted.

(GL/GV)

## **CONFIRMATION OF MINUTES**

**Resolved** that the Minutes of the Tenterfield Shire Local Traffic Committee held on 1 June 2017, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

(GL/GV)

## **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.

#### **ACTION:**

It was announced in June 2017 by NSW Roads Minister, Melinda Pavey and The Hon Thomas George, MP that funding in amount \$90,000 has been secured for the installation of the warning lights at this intersection.

Andre Kompler mentioned that this was a good outcome for this intersection. He met with Melinda Pavey and the Hon Thomas George when it was announced that the funding had been secured for the activated lights which is aimed at warning traffic approaching the New England Highway prior to the crest.

Mayor Peter Petty thanked Stefan for his efforts concerning this progress.

Stefan provided an update that due to the major computer issues, the signs were lost at sea however the suppliers are manufacturing new signs and these should be installed by the end of the Calendar year.

Councillor Peters mentioned that he has experienced difficulties with the activated lights at Bolivia Hill. Stefan will investigate data at this location to ensure they are working all the time.

### **2. REQUEST FOR A SPEED REDUCTION KILLARNEY ROAD**

Council received a request from a resident requesting a speed reduction from 100k/hr to 80k/hr on Killarney Road, between the QLD/NSW border to Legume.

**ACTION:**

Stefan Wielebinski advised that the traffic counts provided by Council were received and a site inspection undertaken. Stefan advised that this does not warrant a full speed zone review as it does not meet the parameters for review.

Based on the data, motorists are travelling to the speed, the crash rate is low and the roadside development is rural.

James Paynter advised that Council will be undertaking some rehabilitation works such as some resealing in this years program. The intersection with Acacia Plateau Road on the boundary needs to be investigated as to why there is so much moisture.

Ongoing.

**3. TOOLOOM FALLS SIGNAGE REQUEST**

Council previously received a request from Urbenville Progress Association requesting a larger sign indicating the Tooloom Falls.

**ACTION:**

Council has been liaising with National Parks & Wildlife Services regarding the facilities at this site to enable a larger sign, however the facilities available are currently under review.

Discussion was held by the Committee about the request based on the facilities being under review it was recommended that Council install a generic sign indicating Tooloom Falls in addition to a sign at the intersection indicating distance to the Falls.

**RECOMMENDATION**

That Council liaise with RMS regarding road sign design and that Council install a larger sign indicating the Tooloom Falls, with an additional sign to be installed at the intersection indicating the distance to the Tooloom Falls.

Police Rep- Y

RMS Rep- Y

Council Rep- Y

MP Rep - Y

**4. ROAD SIGNS LOCATED ON THE APPROACHES OF TENTERFIELD**

Council's previous Director of Engineering Services 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. Once 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.



**ACTION:**

Jessica Gibbins advised the Committee that Town Planning has advised that the last Audit conducted on the road signs was undertaken in 2011 by Council staff and a database created. If there are any signs in particular that are causing a problem then those signs can be investigated.

James Paynter advised that the structures spoken about previously have been repaired/removed by RMS. Most signs appear to be cleaned up.

Stefan Wielibinski also provided advice on signage advising that unapproved signs should be removed and that there are strict guidelines when considering roadside signage.

No further action at this stage.

**5. PETER ALLEN FESTIVAL**

The Business Chamber of Commerce, Industry and Tourism has advised that in September 2018, it is proposed that Tenterfield will be holding the Peter Allen Festival which will involve temporary road closure of the New England Highway section between High Street and Manners Street for the purpose of holding a street parade and functions.

**ACTION:**

Mayor Peter Petty advised that he had provided the LTC comments to the Business Chamber of Commerce. The request is still for the section of Rouse Street (New England Highway) between High Street and Manners Street to be closed for a period of time to hold the festival. Stefan advised that a Road Occupancy Licence (ROL) would be required for the road closure and the Special Events team in Sydney would need to be notified.

Stefan Wielibinski to email Jessica Gibbins the email contact for the Special Events team in Sydney. Any road closures, traffic control devices need to be approved by the Local Traffic Committee and a ROL obtained online. Council will investigate to see if an alternate detour route for heavy vehicles can be achieved and will report back to the next LTC meeting.

Ongoing.

**6. PARKING ISSUES IN DOUGLAS STREET, TENTERFIELD (ST JOSEPH'S PRIMARY SCHOOL)**

The recommendation at the last LTC meeting was that:

*Two (2) no stopping signs be installed in the section directly in front of the bus bay inline with the area where the children wait for the buses to prevent conflict with children and buses located in Douglas Street between the hours of 8am-9:30am and 2:30-4pm on school days to coincide with drop off and pick up times.*

**ACTION:**

Council staff advised the School of the new arrangements and the advice was communicated through the School's Newsletter to Parents/Carers prior to the

installation of the signs. The signs were installed the week commencing 24 July 2017.

No further action required.

#### **7. NO STOPPING SIGN REQUEST – MANNERS STREET, TENTERFIELD**

Council's Ranger previously requested that a "No Stopping" sign be installed near the Flood Boom Gate located in Manners Street to close the existing "No Stopping" sign located at Whereat Lane. This would allow this section to be a closed "No Stopping" zone.

The recommendation at the last LTC meeting was that:

*Council installs an additional "No Stopping" sign with right arrow at the specified location in Manners Street to allow for a closed "No Stopping" Zone in conjunction with the existing "No Stopping" sign with left arrow near Whereat Lane.*

#### **ACTION:**

Council staff installed the sign week commencing 24 July 2017.

No further action required.

#### **8. GEYERS ROAD INTERSECTION**

Council previously received a request from a concerned resident on Geyers Road, Tenterfield regarding the turn off of the New England Highway and the speed limit for Geyers Road.

Stefan Wielibinski advised that there has been no crashes at the intersection and that frequent sweeping of the gravel surface is recommended. Stefan advised that he has put in a submission for funding for sealing of the first 50m off every road that comes off the State Highway. James Paynter added that it is difficult for watercarts and graders to turn around at the intersections with the Highway.

#### **ACTION:**

Council to frequently sweep loose gravel on road surface.

#### **GENERAL BUSINESS**

##### **1. PARKING OF HEAVY VEHICLES, TENTERFIELD INDUSTRIAL ESTATE**

Council's Ranger advised previously that there are numerous heavy vehicles parking in the Tenterfield Industrial Estate. There is no signage depicting parking restrictions on any of these streets.

The recommendation at the last LTC meeting was that:

*Council Rangers to investigate on weekdays and weekends to determine the times that heavy vehicles are utilising the Industrial Estate for parking and report back to the next LTC meeting. Also, Council to investigate with RMS the possibility of*

*constructing a designated heavy vehicle parking area in line with the construction of the bypass as a wider solution for a wide stand to benefit truck drivers.*

Andre Kompler advised the Committee that he had met with RMS and it was recognised that there was an ongoing problem with heavy vehicles. Armidale had the same issue and an area was constructed near the roundabout of the bypass for RMS Inspectors and truck drivers to use as a rest break etc. Andre has tasked Jessica Gibbins to gain support from the trucking industry over the next few months. It is hoped that in the next two (2) years the bypass will be ready for construction.

The Committee looked at a plan provided by the RMS and Andre indicated the proposed location of the hard stand truck parking area.

### **RECOMMENDATION**

That the Local Traffic Committee and Council:

1. Recognise the need for a hard stand truck parking rest stop/trailer changeover area outside the 60km/hr zone catering for through heavy vehicle traffic and local heavy vehicle carriers.
2. Formally write to the NSW Roads and Maritime Services seeking support for the incorporation of such a facility to both sides of the Tenterfield Heavy Vehicle Bypass and for the same to be included in the Bypass Project scope of works and total project costing.

Police Rep- Y

RMS Rep- Y

Council Rep- Y

MP Rep - Y

GV/TP

### **1.1 EVENT REQUEST – WOODENBONG TRAIL BIKE RIDES 2017**

An application was previously received by Australian Dirt Bike Adventures for holding of their annual TrailBike Event utilising road crossings on Mount Lindesay Road, Beaury Creek Road and Grahams Creek Road originally for weekend in May 2017 which then was postponed to June 2017 & due to unforeseen weather has been postponed to 15 & 16 October 2017 weekend.

#### **ACTION:**

An email was previously circulated to the Local Traffic Committee outside the scheduled meeting dates with no objections being received providing Police approval & standard conditions issued.

Police approval was received for the event. A Development Approval for the event will be issued by Council with neighbour notification already being carried out for the dates in October. The dates have been changed due to weather conditions. The date proposed is 15 & 16 October weekend. However, if postponed due to unforeseen weather conditions the alternate date will be 29 & 30<sup>th</sup> October 2017 weekend.

---

**RECOMMENDATION**

That Council offers no objections to the use of roads such as Mount Lindesay Road, Beaury Creek Road and Grahams Creek Road associated with the Woodenbong Trailbike Ride to be held on the dates of 15 & 16 October 2017 with alternate date 29 & 30 October 2017 subject to Police approval and standard conditions.

Police Rep- Y

RMS Rep- Y

Council Rep- Y

MP Rep - Y

GL/TP

**2. NEW ENGLAND HIGHWAY/ROUSE STREET, TENTERFIELD -  
SPEEDING ISSUE**

James Paytner advised the Committee that Council has received a complaint from a local Motel Owner, Jumbuck Motor Inn concerning speed and noise from trucks that are traveling through town at night time. The motel owner has received complaints from people staying at the motel and that it is affecting business.

Stefan Wielibinski recommended for Council to put some traffic counters out on the New England Highway. If there appears to be a problem once the data is received then the data should be sent to the Highway Patrol with the approximate times of the speeding occurring.

Stefan also advised that the Centre for Road Safety is calling for nominations for the installation of mobile speed cameras.

**ACTION:**

Council to arrange traffic count data to be sent to Stefan at RMS.

**3. PELHAM STREET, TENTERFIELD - SPEED REDUCTION REQUEST**

Council has received correspondence from the Tenterfield Golf Club concerning the safety of employees when maintaining the road reserve.

Discussion was held on the issue. Stefan advised that the existing signage is obsolete. Signage must state a maximum of 100km/hr. It was suggested that a sign be installed indicating 100km/hr with an additional "Drive to Road Conditions" sign. Stefan advised that he has designed signs in the past for specific issues depending on the situation. The section of road would not warrant a speed reduction.

**ACTION:**

James Paynter and Stefan Wielibinski to carry out an inspection after the LTC Meeting and report back to the Committee at the next meeting on any required signage.

**4. BLACK SWAMP ROAD/BLACK SWAMP SCHOOL ROAD INTERSECTION**

Council received correspondence from a concerned resident from Black Swamp Road concerning lack of sight distance at this location.

James Paynter advised that the intersection is quite steep. Council will remove the few trees to obtain better sight distance. A T-Intersection sign may need to be installed if there isn't one at this intersection.

**ACTION:**

Council to clear some of the trees and erect a T-Intersection sign if required.

**5. AMOSFIELD ROAD/LISTON ROAD INTERSECTION**

Council received a complaint from a concerned resident about near misses mainly from cattle trucks travelling along Amosfield Road. There is a T-intersection sign located on the approach to Amosfield Road and black/white hazard markers at the Intersection.

Councillor Gary Verri stated that he has received many complaints over the years of people not giving way at the intersection. Glen Lamb mentioned that the vegetation over the hill obscures vision and trucks travel quickly.

**RECOMMENDATION**

Council to install a "Give Way Ahead" sign in addition to a "Give Way" sign at this location including linemarking in line with current standards.

Police Rep- Y

RMS Rep- Y

Council Rep- Y

MP Rep - Y

GL/GV

*Andre Kompler left the meeting at 11:50am*

**BUSINESS WITHOUT NOTICE**

**1. SANDY FLAT ROAD INTERSECTION WITH NEW ENGLAND HIGHWAY**

Councillor Tom Peters complained that Sandy Flat Road intersection with New England Highway has no signage indicating the T-intersection.

**ACTION:**

Council to investigate whether T-Intersection signage is required in addition to sight board.

**2. BRIDGES ON MOUNT LINDESAY ROAD**

Glen Lamb mentioned that some of the bridges on Mount Lindesay Road are obscured by vegetation such as small suckers.

**ACTION:**

Council to investigate.

**3. MOUNT MCKENZIE LINEMARKING REQUEST**

Councillor Gary Verri requesting linemarking be reinstated on Mount McKenzie Road. Stefan Wielibinski mentioned that in some areas yellow linemarking can be used particularly if snow falls.

**ACTION:**

Council to investigate if warrants linemarking in line with guidelines.

**4. URBENVILLE SCHOOL ZONE TIMES**

Jessica Gibbins mentioned that a request had been received from Urbenville Public School concerning the School Zone flashing signs currently depicting the times of 2:30pm-4pm which is not inline with their school hours which finish earlier.

**ACTION:**

Council to liaise with RMS to have RMS install correct signage at this school depicting correct school zone times at Urbenville Public School.

**NEXT MEETING**

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

There being no further business the Mayor declared the meeting closed at 12.10 pm.

.....  
Councillor Peter Petty  
Mayor/Chairperson

|                      |                                                              |
|----------------------|--------------------------------------------------------------|
| <b>Department:</b>   | <b>Chief Executive Office</b>                                |
| <b>Submitted by:</b> | Mayor                                                        |
| <b>Reference:</b>    | <b>ITEM NM9/17</b>                                           |
| <b>Subject:</b>      | <b>Notice of Motion - Upgrading the Tenterfield Airstrip</b> |

|                                                               |                                                                                                                                                                                       |
|---------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                                       |
| <b>CSP Goal:</b>                                              | <b>Economy</b> - ECON 8 - Our existing businesses and industry are supported to reach their full potential and provide quality goods and services both locally and to a wider market. |
| <b>CSP Strategy:</b>                                          | Maximise the accessibility of business and industrial operations to ensure the exchange of goods and services is supported by sustainable infrastructure.                             |
| <b>Delivery Plan Action:</b>                                  | Delivery of survey and design works for infrastructure services, including stormwater drainage, transport, water and sewer infrastructure.                                            |
| <b>Operational Plan Action:</b>                               | Ensure that asset management, project planning and design activities meet agreed quality and industry standards.                                                                      |

## SUMMARY

The purpose of this Notice of Motion is to advise Council that in this calendar year we do a costing on upgrading the Tenterfield Airstrip.

## RECOMMENDATION:

**That Council in this calendar year through the council Engineering Department do a costing on upgrading the Tenterfield Airstrip either on a complete bitumen seal or an upgrade of the grass strip that is already there and come back to Council with a costing, so that council can decide whether to pursue funding for this project into the future and also any Royal Flying Doctor Service (RFDS) requirements that are required.**

## BACKGROUND

Nil.

## REPORT:

I Peter Petty move this notice of motion that in this calendar year through the council Engineering Department we do a costing on upgrading the Tenterfield Airstrip either on a complete bitumen seal or an upgrade of the grass strip that is already there and come back to Council with a costing, so that council can decide whether to pursue funding for this project into the future and also any RFDS requirements that are required.

## COUNCIL IMPLICATIONS:

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

Councillors have in recent times had meetings with a number of community members with views on the subject. There has been correspondence from the community on the subject. There are also past reports to Council dating some years back that partially reflect the subject matter but which need reviewing in the context of present circumstances.

Notice of Motion No. 9 Cont...

**2. Policy and Regulation**

Whatever Council pursues going forward needs to fit with the existing Long Term Financial Plan and achieve the relevant Australian and Civil Aviation standards.

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

Refer to item 2 above.

**4. Asset Management (AMS)**

Refer to item 2 above.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil

**7. Performance Measures**

Nil

**8. Project Management**

Nil

**Andre Kompler**  
**Acting Chief Executive**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Peter Petty, Mayor                        |
| Approved/Reviewed by Manager: | Andre Kompler, Acting Chief Executive     |
| Department:                   | Chief Executive Office                    |
| Attachments:                  | There are no attachments for this report. |



|                      |                                                                                                   |
|----------------------|---------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Chief Executive Office</b>                                                                     |
| <b>Submitted by:</b> | Deputy Mayor                                                                                      |
| <b>Reference:</b>    | <b>ITEM NM10/17</b>                                                                               |
| <b>Subject:</b>      | <b>Notice of Motion - Streetscape Improvements - Installation of LED Lighting in Rouse Street</b> |

|                                                               |                                                                                                                                                            |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                            |
| <b>CSP Goal:</b>                                              | <b>Community</b> - COMM 1 - Tenterfield Shire is a vibrant, welcoming and safe community.                                                                  |
| <b>CSP Strategy:</b>                                          | Provide informative, vibrant and welcoming town entrances, centres and streets with places to meet that creatively reflect the diversity of our townships. |
| <b>Delivery Plan Action:</b>                                  | Identify and partner with local residents in the development and delivery of town and village beatification initiatives.                                   |
| <b>Operational Plan Action:</b>                               | Partner with village progress associations to ensure effective and efficient delivery of maintenance of the village open spaces.                           |

## SUMMARY

The purpose of this Notice of Motion is to install LED Lights in Rouse Street between Molesworth Street and Miles Street and also Bruxner Park.

## RECOMMENDATION:

**That Council authorise the Chief Operating Officer to investigate the costs involved in installing LED Lights in Rouse Street between Molesworth and Miles Streets and also Bruxner Park to provide a more appealing and welcoming streetscape to the CBD.**

## BACKGROUND

Nil.

## REPORT:

The CBD is very dark and unattractive after hours and does very little to present a positive image of Tenterfield Shire. Having visited Canberra recently with the Mayor, I have seen firsthand the positive visual impact that can be achieved which was reinforced when I was in Mooloolaba last week.

## COUNCIL IMPLICATIONS:

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

To be advised.

### 2. Policy and Regulation

- Essential Energy are normally the owners of poles and lights.
- Council will need to confirm existing Infrastructure ownership and the asset owner's willingness to entertain changes to their Infrastructure.

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

As there are already funds budgeted for Christmas lighting and Streetscape improvements such could help offset any financial burden on ratepayers.

Notice of Motion No. 10 Cont...

**4. Asset Management (AMS)**

To be confirmed.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Armidale some years back went down this path of LED installation, but such was paid as a grant funded trial.

Narrabri have pursued LED's at multiples of the cost mentioned in this report. However a review of the scope of work and what can be done for what cost over what time frame will help inform Council going forward.

**7. Performance Measures**

Not applicable at present.

**8. Project Management**

Not applicable at present.

**Andre Kompler**  
**Acting Chief Executive**

Prepared by staff member: Greg Sauer, Deputy Mayor  
Approved/Reviewed by Manager: Andre Kompler, Acting Chief Executive  
Department: Chief Executive Office  
Attachments: There are no attachments for this report.

|                      |                                                                                         |
|----------------------|-----------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Chief Executive Office</b>                                                           |
| <b>Submitted by:</b> | Councillor                                                                              |
| <b>Reference:</b>    | <b>ITEM NM11/17</b>                                                                     |
| <b>Subject:</b>      | <b>Notice of Motion - Boonoo Boonoo Hydro Scheme &amp; Maryland Dam Water Diversion</b> |

|                                                               |                                                                                                                                   |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Environment</b> - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.            |
| <b>CSP Strategy:</b>                                          | Land use planning provisions support and promote sustainable land use and management in the Shire.                                |
| <b>Delivery Plan Action:</b>                                  | Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings. |
| <b>Operational Plan Action:</b>                               | Monitor and review Council's Local Environmental Plan and other strategic and supporting planning documents.                      |

### SUMMARY

The purpose of this motion is to alert our Federal and State members to possible hydro and irrigation diversions that exist in the Tenterfield Shire.

### RECOMMENDATION:

**That Council ask the Hon. Barnaby Joyce, Deputy Prime Minister, to allocate funds in the 2018/19 budget for a feasibility study into the possible Boonoo Boonoo hydro scheme and also to investigate if a possible Maryland dam water diversion to Condamine River is also viable proposition.**

### BACKGROUND

The Tenterfield Municipal Council investigated the possibility of hydro power for the town in the 1920's, the cement blocks that were to be used to gauge river flow are still there; for reasons unknown it never eventuated. A Rankin and Hill Consulting Engineers, study was done in 1981 on the Bookookoorara and Maryland Rivers for the sole purpose of diverting water into the Murray Darling system

### REPORT:

The Water Resources Commission commissioned Rankin and Hill, Consulting Engineers in 1981 to study possible inland diversions coastal streams. Some that affect our Shire were Tooloom Creek, Maryland River, Bookookoorara Creek, Cataract River [2 sites], Timbarra River [6 sites].

Maryland River gravity to Condamine River dam capacity for Maryland River was 86,000mgl. And the diversion was 21,000mg per year.

Bookookoorara Creek gravity to Severn River at Severnlea capacity 20,000mgl; diversion 5,800MGL. There is no available updated information on the Boonoo Boonoo Header Dam or on the larger Boonoo Boonoo catchment dam.

There is a head of 640m for the Boonoo Boonoo possible hydro dam to the Boonoo Boonoo coffer dam giving a pressure of around 900 psi. There is a head of 540 M for the Bookookoorara dam. Just using the average flow these 2 dams could generate 10 mg watts at 50% efficiency.

Notice of Motion No. 11 Cont...

The average rainfall is 1200mm – a high of 1610 mm with wet days 147 average – high 206 so evaporation would be minimal.

Both dam catchments could be managed to increase stream flows. The large coffer dam could be used for flood mitigation.

Both dams have capacity to provide irrigation water.

### **COUNCIL IMPLICATIONS:**

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

Nil community engagement is needed at present because as this motion is understood, Council are simply advocating for the Federal Government to allocate funding towards a Federal Study of east coast pump hydro opportunities which has been spoken about in the Media in July. Council are offering background information to facilitate any Federal coordinated and sponsored study.

**2. Policy and Regulation**

Nil.

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

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Andre Kompler**  
**Acting Chief Executive**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Gary Verri, Councillor                    |
| Approved/Reviewed by Manager: | Andre Kompler, Acting Chief Executive     |
| Department:                   | Chief Executive Office                    |
| Attachments:                  | There are no attachments for this report. |

|                      |                                                                                              |
|----------------------|----------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Chief Executive Office</b>                                                                |
| <b>Submitted by:</b> | Councillor                                                                                   |
| <b>Reference:</b>    | <b>ITEM NM12/17</b>                                                                          |
| <b>Subject:</b>      | <b>Notice of Motion - Formation of Joint Committee from Councils affected by Bruxner Way</b> |

|                                                               |                                                                                                                                                                                                                                   |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Transport</b> - TRSP 16 - Our quality of life is enhanced by transport options to access services that are not available in our community and enable us to connect with people visiting and accessing the services we provide. |
| <b>CSP Strategy:</b>                                          | Provide advocacy and advice on transport issues to stakeholder groups and government.                                                                                                                                             |
| <b>Delivery Plan Action:</b>                                  | Advocate on behalf of the community for improved service levels across the Shires transport network.                                                                                                                              |
| <b>Operational Plan Action:</b>                               | Lobby State and Federal governments for funding to reconstruct and realign part of Bruxner Way approaching the New England Highway from the Sunnyside Loop Road.                                                                  |

## SUMMARY

The purpose of this motion is to gauge how much support there is to form a joint committee from Councils which have an interest or are affected by the Bruxner Way.

## RECOMMENDATION:

**That Council write to all Councils that have an interest or impacted by the Bruxner Way to form a Committee similar to the Legume Woodenbong Road Alliance. The purpose of the committee would be to lobby State and Federal Politicians to obtain funds to upgrade the full length of the road.**

## BACKGROUND

This road was handed over to Councils with barely enough funding for maintenance.

## REPORT:

Seeing how the successful the Legume to Woodenbong Road Alliance has been in attracting funds. I suggest that a similar committee, given the regional importance of the Bruxner Way would be just as successful.

## COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**  
Any engagement with stakeholders needs to be identified after the formation of a Joint Council Committee.
- 2. Policy and Regulation**  
Council spend no more on this road than what the State provides.
- 3. Financial (Annual Budget & LTFP)**  
Nil at present. A project like this has advocacy timelines that could go well past 2 decades based on the Legume to Woodenbong experience.

Notice of Motion No. 12 Cont...

**4. Asset Management (AMS)**

See item 2.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Review of Road Network Management Plan as needed to reflect Council's policy on funding of such roads.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil at present.

**Andre Kompler**  
**Acting Chief Executive**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Gary Verri, Councillor                    |
| Approved/Reviewed by Manager: | Andre Kompler, Acting Chief Executive     |
| Department:                   | Chief Executive Office                    |
| Attachments:                  | There are no attachments for this report. |

|                      |                                                  |
|----------------------|--------------------------------------------------|
| <b>Department:</b>   | <b>Chief Executive Office</b>                    |
| <b>Submitted by:</b> | Executive Assistant & Media                      |
| <b>Reference:</b>    | <b>ITEM RES7/17</b>                              |
| <b>Subject:</b>      | <b>Council Resolution Register - August 2017</b> |

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

### SUMMARY

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

### OFFICER'S RECOMMENDATION:

**That Council notes the status of the Council Resolution Register to August 2017.**

**Andre Kompler**  
Acting Chief Executive

Prepared by staff member: Noelene Hyde, Executive Assistant & Media  
 Approved/Reviewed by Manager: Andre Kompler, Acting Chief Executive  
 Department: Chief Executive Office  
 Attachments: **1** Attachment 10 (Booklet 2) - Council Resolution Register to August 2017