



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING WEDNESDAY, 27 JUNE 2018

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, 27 June 2018** commencing at **9.30 am**.

Terry Dodds
Chief Executive

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, 23 May 2018 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

11. OPEN COUNCIL REPORTS

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15. CONFIDENTIAL BUSINESS

16. MEETING CLOSED

Department:	Office of the Chief Operating Officer
Submitted by:	Manager Water & Waste
Reference:	ITEM COM6/18
Subject:	Drought Management Plan Revised 2018

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 1 - Tenterfield Shire is a vibrant, welcoming and safe community.
CSP Strategy:	Provide effective regulatory, compliance and enforcement services that keep our community safe.
Delivery Plan Action:	Implementation of Water Quality Assurance Framework in accordance with the Public Health Act.
Operational Plan Action:	Implementation of Water Service Strategic Plan in accordance with NSW Office of Water Guidelines.

SUMMARY

The purpose of this report is to provide a revised Drought Management Plan for the Tenterfield Shire. The changes provided in this report are of a technical nature and as such the revised Drought Management Plan 2018 doesn't require the community consultation period. A table of changes or update is provided as an aid to ensure technical change is highlighted, noting that formatting and editing are not included.

OFFICER'S RECOMMENDATION:

That Council adopt the revised Drought Management Plan 2018 and provide the updated Plan on the Tenterfield Shire Website to ensure the community is provided with the necessary information contained within the Drought Management Plan.

BACKGROUND

The original Drought Management Plan (DMP) was adopted by Council in July 2010 (CM541/10) after a period of community consultation lasting approximately two months. The community consultation was designed to obtain feedback on Council's management strategy in dealing with periods of drought and low water supply. The DMP also highlights extreme contingencies in dealing with prolonged drought and no available water supply for the community.

The DMP was instigated initially under the integrated water resource management framework developed under the total catchment management 1999 documents provided by the *NSW Catchment Management Act 1989*.

Further development of systems to provide catchment management developed into a synergetic integrated plan that where developed in NSW and nationally through Australian Drinking Water Guidelines (ADWG initially in 2004 and updated periodically to 2017).

Additionally the United Nations Department of Economic and Social Affairs (UNDESA) in 2005 developed a worldwide approach with the Water for Life program. The Water for Life program was then adapted to provide part of integrated water cycle management (IWCM) under the ideology of world's best practice methodology.

Our Community No. 6 Cont...

All of the methodology mentioned allowed a strategy document based on risk to be developed to ensure practice methods for communities when facing adverse conditions associated with drought, leading to implementation of Drought Management Plans (DMP's).

Updating Tenterfield's DMP focused on best practice methodology and compliance as of 2018 to ensure the community is provided with the best alternatives to managing risk in drought conditions.

The following table provides the technical amendments required for DMP updates.

Technical Change	Page
Revised Town rainfall humidity information (BOM, 2018)	5
Tenterfield map	6
Revision time	9
Amended Table 2 & 4 to align with the levels of drought restriction	12 and 13; 15 and 16
Appendix A –schematic of TENTERFIELD/Urbenville/Southern Downs-Jennings updated	24 to 26
Reference updates	23
Appendix C- examples of Water Restriction media release/news story/ advertisement	33 to 35

REPORT:

Tenterfield Council's DMP 2010 has past the expected review period of 3 years that is required in the plan and under the risk assessment framework. The following attached updated DMP 2018 replaces the DMP 2010, with updates provided as technical information.

The options to Council include:

- (a) Continue doing more of the same by keeping the previously adopted report DMP 2010.
- (b) Replace the DMP 2010 with the updated DMP 2018 attached.

In summary as part of the continuous improvement practices under risk management revising documents such as the DMP ensures Council is at the forefront of best management practice.

It is recommended that Council adopt the DMP 2018 to continue to provide best practice management to ensure the communities water supply now, in adverse conditions and into the future.

Our Community No. 6 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The Tenterfield DMP 2018 provides minor updates to reflect any updating of process methodology and required regulation. The technical updates are a standard acceptable practice and as such do not require a community consultation period before adoption by Council.

2. Policy and Regulation

- Community Engagement Policy 2016
- Risk Management Policy 2016
- Drought Management plan 2010
- Local Government Act NSW 1993;
- The Australian standard for risk management, ISO AS/NZS 31000:2009;
- The Integrated Planning & Reporting Guidelines for local government in NSW;
- Workplace Health and Safety Act.
- NSW Local Government (General) Regulations 2005;
- NSW Catchment Management Act 1989;
- NSW Local Government Operations Act;
- Protection of the Environment Operations (Regulation/Act); and
- Australian Drinking Water Guidelines (ADWG initially in 2004 and updated periodically to 2017)

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

The updated plan reduces Council risk in managing the potable water supplies for the community.

7. Performance Measures

Managing Council's water supply with DMP restriction levels allows Council staff to provide effective measures when dealing with drought effects and limited supplies.

8. Project Management

Nil.

Andre Kompler
Chief Operating Officer

Our Community No. 6 Cont...

Prepared by staff member: Gillian Marchant, Manager Water & Waste

Approved/Reviewed by Manager: Andre Kompler, Chief Operating Officer

Department: Office of the Chief Operating Officer

Attachments: **1** Attachment 1 (Booklet 1) - 48
Revised Drought Management Plan Pages
2018

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM COM7/18
Subject:	DONATION - TENTERFIELD CARE CENTRE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 3 - Our range of services and facilities support accessibility for all in our community.
CSP Strategy:	Recognise and plan for the needs of our ageing population.
Delivery Plan	Ensure that the community is provided with a high quality built environment that meets the needs of our ageing population.
Action:	Implement, monitor and oversee review of strategic planning instruments to ensure Council's plans meet the future needs and expectations of the community.
Operational Plan Action:	

SUMMARY

The purpose of this report is to seek Council approval to provide a donation to Tenterfield Care Centre to conduct a fund raising and tribute event to retiring Chairman, Mr Col Mann at the Sir Henry Parkes Cinema/Theatre.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Donate hire fees to an amount of \$2,500 of the Sir Henry Parkes Cinema/Theatre for a fund raising and tribute event to be held on 24 November 2018 by Tenterfield Care Centre;**
- (2) Approve this donation as a "once off" event.**

BACKGROUND

Tenterfield Care Centre have written to Council requesting waiver of fees for the hire of the Sir Henry Parkes Cinema/Theatre for the holding of a black-tie fund raising and tribute event to retiring Tenterfield Care Centre Chairman, Mr Col Mann.

Tenterfield Care Centre is a community owned, not-for-profit organisation providing residential aged care for the community of Tenterfield and surrounds through Millrace Hostel and Haddington Nursing Home.

Tenterfield Care Centre is in the planning stages of adding a new 28 bed wing to Haddington Nursing Home and has already commenced fund raising for this cause.

Retiring Chairman, Mr Col Mann has given 30 years devoted service to the community through the development of both Millrace Hostel and Haddington Nursing Home which are both excellent facilities and the envy of many other rural and regional communities.

REPORT:

Council's *Community Donations/Contributions* Policy states that no discounts or contributions will be made and such requests are generally advised to submit an application for a Council community donation/contribution when these are called (currently applications for the 2018/2019 budget are now open).

Our Community No. 7 Cont...

However, it is suggested that in this instance, Council resolve to donate the fees for hire of the Sir Henry Parkes Cinema/Theatre by Tenterfield Care Centre for this one event only, in recognition of the commitment and dedication to the community by Mr Col Mann, as it is quite possible that without his determination and courage, Tenterfield would not have either of the aged care facilities currently provided for our aged community members.

By recognizing Col Mann's significant contribution to our community, it would be appropriate that Council support this application and would amount to an approximate donation of \$2,500 toward the fundraising activity.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Council's Community Contributions/Donations Policy

3. Financial (Annual Budget & LTFFP)

Community Contribution/Donations fund be increased by \$2,500 in the first Quarterly Budget Review.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM ECO12/18
Subject:	INLAND RAIL CONFERENCE - 18-19 JULY 2018 - PARKES NSW

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Economy - 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.
CSP Strategy:	Maximise the accessibility of business and industrial operations to ensure the exchange of goods and services is supported by sustainable infrastructure.
Delivery Plan Action:	Delivery of survey and design works for infrastructure services, including stormwater drainage, transport, water and sewer infrastructure.
Operational Plan Action:	Ensure that asset management, project planning and design activities meet agreed quality and industry standards.

SUMMARY

The purpose of this report is for Council to endorse the attendance of Mayor Peter Petty at the Australasian Railway Association (ARA) and the Australian Logistics Council (ALC) joint industry Inland Rail Conference at Parkes, 18-19 July 2018. Mayor Petty will be accompanied by Manager Economic Development & Community Engagement, Mr Harry Bolton.

OFFICER'S RECOMMENDATION:

That Council endorse the attendance of Mayor Peter Petty, at the Australasian Railway Association (ARA) and the Australian Logistics Council (ALC) joint industry Inland Rail Conference at Parkes, 18-19 July 2018.

BACKGROUND

Inland Rail is an outstanding transport initiative for Australia which will provide a strategic opportunity to make significant changes to the capacity and capability of the National rail system.

With major construction work expected to commence this year on the Inland Rail project, the development of the National Freight and Supply Chain Strategy takes on added importance.

REPORT:

All three levels of government, including local government, are key stakeholders in this project.

To maximize the project's effectiveness, other impediments to freight efficiency must be addressed by investing in complementary freight infrastructure, overcoming regulatory barriers and taking a national approach to key freight issues. Improved rail connections to the ports of Melbourne and Brisbane, as well as Newcastle, Port Botany and Port Kembla are essential to ensure supply chain efficiencies.

Our Economy No. 12 Cont...

Tenterfield sits at the cross roads of the New England Highway with the Bruxner Highway to the east and the Bruxner Way to the west. It is envisaged that in the future, Bruxner Way will become a major freight route from Tenterfield and the Northern New England to the proposed Inland Rail facility at Moree.

Tenterfield Shire Council, Moree Plains Shire Council, Gwydir Shire Council and Inverell Shire Council have formed the Bruxner Way Joint Committee to lobby for the upgrade of the Bruxner Way from Tenterfield to the Queensland Border at Bogabilla.

This Conference represents an excellent opportunity for Council to become involved in this industry-led discussion and debate and find out about the opportunities for Tenterfield to benefit from the establishment of the Inland Rail project.

The attendance of both State and Federal politicians may also provide an opportunity for the purpose of the Bruxner Way Joint Committee to be progressed.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil at this stage. Investigation and information opportunity.

2. Policy and Regulation

- Draft Terms of Reference – Bruxner Way Joint Committee
- Payment of Expenses & Provision of Facilities to Councillors

3. Financial (Annual Budget & LTFP)

- Mayor's registration (\$770.00) and accommodation (up to \$200) in accordance with Council Policy.
- Staff costs met in Operational Budget 2018/2019.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive
Department:	Office of the Chief Executive

Department:	Office of the Chief Corporate Officer
Submitted by:	Senior Planner
Reference:	ITEM ENV13/18
Subject:	Amendment to Tenterfield Development Control Plan 2014 - Signage and Outdoor Advertising

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Environment - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.
CSP Strategy:	Land use planning provisions support and promote sustainable land use and management in the Shire.
Delivery Plan Action:	Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings.
Operational Plan Action:	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 resolution to place proposed amendments to Tenterfield Development Control Plan in relation to advertising signage on public exhibition in accordance with Clause 18 of the *Environmental Planning & Assessment Regulation 2000*.

OFFICER'S RECOMMENDATION:

That Council place the Tenterfield Development Control Plan – Amendments to Signage Provisions, on public exhibition for twenty eight (28) days in accordance with Clause 18 of the *Environmental Planning & Assessment Regulation 2000*.

BACKGROUND

At its meeting of 23 November 2016, Council considered a report in relation to the application of signage provisions within the Tenterfield Development Control Plan 2014 (DCP), as well as potential for amendment of signage provisions therein.

Council resolved:

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

A Workshop with Councilors and staff was conducted on 8 February 2017, where the provisions of Chapter 8 – Signage and Outdoor Advertising were reviewed and a subsequent report presented to Council on 22 February 2017, where the following was resolved;

Our Environment No. 13 Cont...

Resolved that Council:

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

i. Insert clause exempting property identification signage on rural properties, limits to one sign per property entrance.

ii. Insert clause on internally illuminated signs allowable only for motels / hotels outside of the Heritage Conservation Precinct, or not listed as heritage items.

iii. Remove current prohibition on billboards.

iv. Insert new clause for Billboards, noting allowance with development consent, where billboard is advertising a business or attraction within the Shire only. Must comply with RMS requirements.

v. Delete window signs from Prohibited Signs list; and

vi. Delete flags/bunting or the like from the Prohibited Signs list and add another point under the "Signs that are not Acceptable" – Appropriate distance restrictions from walls and roadways.

(2) Engagement be undertaken as part of the implementation process through the Tenterfield Chamber of Tourism, Industry & Business with all the businesses effected by potential areas of non compliance with the DCP.

On 4 April 2018 Council's Chief Corporate Officer attended the Chamber of Tourism, Industry & Business meeting where the above resolution was discussed. Representatives of the Chamber advised verbally that items included in the resolution have addressed their concerns.

Consultation with Roads and Maritime Services has also been undertaken as required by the legislation and their comments incorporated in to the amended DCP as detailed below.

REPORT:

After consultation with the Chamber of Tourism, Industry and Commerce and the Roads and Maritime Services, and in accordance with Council's resolution the DCP has been amended and is now able to be publicly exhibited. Amendments are identified in red text in Attachment 2 (Booklet 1).

Comments from the RMS were provided for Council's consideration;

1. *State Environmental Planning Policy 64 (SEPP 64) provisions will apply in the first instance.*
2. *Council's DCP should include the objectives set out in the NSW Department of Planning's Transport Corridor Outdoor Advertising and Signage Guidelines; in particular the criteria set out in Section 3 Road Safety.*

Our Environment No. 13 Cont...

3. It is suggested that a maximum surface area be considered for business identification signs.
4. Any advertising signs should be located wholly within private property so as not to overhang or encroach within the road reserve and should be off-set from the property boundary where minimum clear zone requirements are met.

In relation to the comments above, it is considered that the following should be included in the Draft DCP;

1. Reference to SEPP 64 is contained in the Chapter of the DCP.
2. The objectives state;

"Advertising displays within the visual catchments of roads are designed to attract the attention of road users. A reduction in driver attention away from the road, however, has the potential to create a road safety risk. The aim is to ensure that the design, location and operation of advertising signage do not create a road safety hazard or increase road safety risk for road users."

It is proposed to add reference to the Guidelines within the DCP under the *Aims and Objectives* at the beginning of Chapter 8 of the DCP.

3. Maximum surface area is included in the *"Examples of Signage"*
4. Point 4 has been added in to the DCP under the *"Performance Outcomes"* section of Chapter 8.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

In accordance with the requirements of the *Environmental Planning & Assessment Regulation 2000* the amendments to the DCP are required to be publicly exhibited for a period of 28 days.

2. Policy and Regulation

- Amendments to the DCP reflect business, Council and RMS concerns.

3. Financial (Annual Budget & LTFP)

No impact.

4. Asset Management (AMS)

No impact.

5. Workforce (WMS)

No impact.

6. Legal and Risk Management

No impact.

7. Performance Measures

No impact.

Our Environment No. 13 Cont...

8. Project Management

No impact.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Tamai Davidson, Senior Planner	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	1 Attachment 2 (Booklet 1) - Proposed Amendments - Tenterfield Development Control Plan - Signage & Outdoor Advertising	14 Pages

Department:	Office of the Chief Operating Officer
Submitted by:	Engineering Officer (Part-time)
Reference:	ITEM ENV14/18
Subject:	FORMER ARSENIC PROCESSING PLANT, JENNINGS NSW - VOLUNTARY MANAGEMENT PROPOSAL UNDER THE CONTAMINATED LAND MANAGEMENT ACT 1997

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Environment - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.
CSP Strategy:	Land use planning provisions support and promote sustainable land use and management in the Shire.
Delivery Plan Action:	Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings.
Operational Plan Action:	Assess and determine regulatory applications, including development applications, complying development certificates, construction certificates, Section 68 certificates and Conveyancing Certificates.

SUMMARY

The purpose of this report is to advise Council of the Voluntary Management Proposal under the Contaminated Land Management Act 1997 submitted by NSW Department of Industry-Crown Lands following the outcome of the NSW Environment Protection Authority's (EPA's) assessment of contamination of the NSW Crown Land, known as the Former Arsenic Poison Factory, Jennings NSW.

OFFICER'S RECOMMENDATION:

That Council:

- (1) In conjunction with NSW Department of Industry – Crown Lands and Water, assists in the staged approach as outlined in the Voluntary Management Proposal; and**
- (2) Commences the Road Closure Process in accordance with the Roads Act 1993 for the following sections of Council road reserves to enable NSW Department of Industry – Crown Lands and Water to secure perimeter fencing around the entire proposed Project Site Boundary to minimize access to the public, livestock and wildlife:**
 - Portion of Gladstone Street road reserve adjacent to Lot 4, Lot 5, Lot 6, Lot 7 DP 758540 between the sealed section of Gladstone Street and King Street;**
 - Track in use between King Street and the sealed section of Gladstone Street;**
 - Portion of Robinson Street road reserve between King Street and the maintained section of Robinson Street (approximately 60m south of Manor Street).**

Our Environment No. 14 Cont...

BACKGROUND

In December 2017 Council was informed that NSW EPA proposed to declare the site known as the Former Arsenic Poison Factory, Jennings as significantly contaminated land under section 11 of the Contaminated Land Management Act 1997 (CLM Act).

On 7 April, 2018 The EPA declared that the site is contaminated with Arsenic. The EPA determined that the contamination is significant enough to warrant regulation under the CLM Act for the following reasons:

- Soil, sediments and water are contaminated with heavy metals, particularly arsenic, at levels exceeding that applicable criteria, as a result of former industrial activities conducted at the site;
- Arsenic is likely to exist in a soluble mobile form and is likely to migrate from the land or leach into groundwater;
- Potential risks to human health are present through dermal contact and inhalation of contaminated soils and sediments, and
- The sediment basin was constructed at half of the recommended capacity for a one in 10 year storm event. Subsequently there are potential risks to off-site human and ecological receptors should an uncontrolled discharge from the sediment basin occur.

At this time, Department of Industry – Crown Lands were provided opportunity to submit a voluntary management proposal and once satisfied with the proposal, the EPA may approve it under section 17 of the CLM Act.

REPORT:

On Friday 16 March 2018, Council's Engineering Officer and Manager of Water & Waste met on-site with representatives from NSW Department of Industry – Crown Lands, EPA and soil investigation teams to discuss the Voluntary Management Proposal (VMP) for the site. This included recognizing the need to close part of Council's road reserves to incorporate a portion of Gladstone Street and Robinson Street and track in use between Gladstone Street and King Streets for which Council currently maintains that does not follow the correct alignment of the road reserve.

It is proposed that the perimeter fencing will be upgraded around the entire proposed Project Site Boundary to minimize access to the public, livestock and wildlife.

The VMP Performance Schedule is outlined at Attachment 3 (Booklet 1).

The principal features of Stage 1 will involve undertaking a process of community and stakeholder consultation including with local council and nearby residents. Above and below ground service owners/operators of infrastructure which is known to transect the project site will also be identified and contacted as part of Stage 1.1 in the instance where relocation of such services may be required to facilitate later stages of work.

Following the on-site meeting held 16 March 2018, Council Officers confirmed with Crown Lands that Council does not have an active line through the site and that the water main was relocated to run along the Ballandean Road reserve. Identification and ownership details of the private line that runs through the site was provided to Crown Lands.

Our Environment No. 14 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The Voluntary Management Proposal (VMP) details that the community stakeholder consultation should be focused in order to incorporate a portion of the Gladstone Street road reserve, portion of Robinson Street and the track in use between Gladstone Street and King Streets, the entirety of Lot 4, Lot 5, Lot 8 & Lot 9, Lot 10 Section 12 DP 758540 into the overall Project Site Boundary (as per Figure 1 in the attachment).

Figure 1 does not indicate the closure of a portion of Robinson Street however, Crown Lands have further requested to include this portion in the incorporation intended as a buffer from surrounding residential properties and provide extra land for later site management actions.

As a part of incorporating the additional lots, it is proposed that the perimeter fencing will be upgraded around the entire proposed Project Site Boundary to minimize access to the public, livestock and wildlife. This stage of the proposal is to be carried out as a collaboration between Tenterfield Shire Council and Crown Lands. At the completion of site establishment activities, a letter acknowledging this will be supplied to the NSW EPA.

Community consultation is intended to be conducted via a meeting to include the communities of Wallangarra and Jennings followed by a letter drop to residents located adjacent to the Project Site Boundary. The Community Engagement Plan (or communication strategy) shall be submitted to the EPA for endorsement prior to implementation of the VMP. Other regulatory stakeholders shall be invited to monthly VMP update teleconference sessions.

2. Policy and Regulation

- Roads Act 1993
- Contaminated Land Management Act 1997

3. Financial (Annual Budget & LTFFP)

Council's Engineering Officer has confirmed that all costs involved in the proposed road closure process will be undertaken/reimbursed by NSW Department of Industry – Crown Lands and Water. This will include, but not limited to, the fee for Applying to close a public road, advertising and survey plans.

4. Asset Management (AMS)

Council currently maintains the whole length of Gladstone Street from Manor Street through to King Street. Although the track in use (past the sealed section) does not follow the road alignment. Upon closure of the section of Gladstone Street past the sealed section, this will be removed from Council's Road Register for maintenance purposes.

Council currently maintains Robinson Street adjacent to Lot 12 Sec 12 DP 758540 approximately 60 metres from Manor Street south.

Upon closure of the section of Robinson Street will not affect Council's Road Register for maintenance purposes.

Our Environment No. 14 Cont...

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Department of Industry – Crown Lands have been provided the opportunity to submit a VMP and once satisfied with the proposal, the EPA may approve it under section 17 of the CLM Act. In order to achieve this, Council has been identified as a key stakeholder to assist in the management of the contaminated site.

EPA will keep Council informed about the finalisation of the declaration and any progress in the regulation of the contamination present at the site so that appropriate notations can be included on s149 planning certificates for the land.

7. Performance Measures

It is proposed that a staged approach to the implementation of a VMP is the most appropriate. The Performance Schedule is outlined at Attachment 3 (Booklet 1).

8. Project Management

The VMP Performance Schedule is outlined at Attachment 3 (Booklet 1) which outlines the key milestones for investigation, remediation and other actions along with reporting requirements and timeframe for submissions of reports.

Andre Kompler
Chief Operating Officer

Prepared by staff member:	Jessica Gibbins, Engineering Officer (Part-time)	
Approved/Reviewed by Manager:	Andre Kompler, Chief Operating Officer	
Department:	Office of the Chief Operating Officer	
Attachments:	1 Attachment 3 (Booklet 1) - Voluntary Management Proposal Under the Contaminated Land Management Act 1997 - Former Arsenic Processing Plant, Jennings NSW	13 Pages

Department:	Office of the Chief Executive
Submitted by:	Chief Executive
Reference:	ITEM GOV47/18
Subject:	Monthly Operational Report - June 2018

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2017/2018 Operational Plan.

OFFICER'S RECOMMENDATION:

That Council receives and notes the status of the Monthly Operational Report to June 2018.

Terry Dodds
Chief Executive

Prepared by staff member:	Terry Dodds, Chief Executive	
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 4 (Booklet 2) - Monthly Operational Plan - June 2018	140 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Chief Corporate Officer
Reference:	ITEM GOV48/18
Subject:	Northern Rivers Regional Organisation of Councils (NOROC)

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	We partner with the community, business and Federal and State Government in the achievement of our goals.
Delivery Plan Action:	Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region.
Operational Plan Action:	Participate in regionals organisations of Council and other joint bodies to advance the needs of the Tenterfield Shire and the surrounding regions.

SUMMARY

The Northern Rivers Regional Organisation of Councils (NOROC) is transitioning to the Northern Rivers Joint Organisation (NRJO). The NRJO has the capacity to include Associate Membership for other organisations. Tenterfield Shire Council has been identified as a potential Associate Member of the NRJO and as such has been issued with an invitation to participate in the Northern Rivers Joint Organisation as a non-voting member.

OFFICER'S RECOMMENDATION:

That Council accept and thank the Northern Rivers Regional Organisation of Councils (NOROC) for the invitation to participate in the Northern Rivers Joint Organisation as a non-voting member.

BACKGROUND

74 councils in regional NSW are now members of the 11 joint organisations: Canberra Region, Central NSW, Hunter, Illawarra Shoalhaven, Mid North Coast, Namoi, New England, Northern Rivers, Orana, Riverina and Murray, and Riverina.

Each Joint organisation comprises of member councils, a representative of State Government agencies and other key stakeholders as determined by each joint organisation board. To this end Northern Rivers Joint Organisation has invited Tenterfield Shire Council to become an Associate Member.

REPORT:

A draft Charter is currently being developed for presentation at the initial meeting of the NRJO on 22 June 2018, with the Charter to be finalised in August 2018.

A copy of the template Charter issued by the Office of Local Government, for use by new joint organisations can be found at the address below.

http://www.olg.nsw.gov.au/sites/default/files/OLG_JO_CharterTemplate.pdf

Our Governance No. 48 Cont...

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

Nil, however this activity is contained in both Delivery Plan and Operational Plan actions.

2. Policy and Regulation

- Tenterfield Shire Community Strategic Plan
- Tenterfield Shire Council's Delivery Program 2017-2021 and Operational Plan 2017-2018
- The Local Government Act 1993

3. Financial (Annual Budget & LTFP)

No financial contribution will be requested by the NRJO, however a small adjustment may be needed to cover any associated travel costs.

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:	Office of the Chief Corporate Officer
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM GOV49/18
Subject:	Councillor Expenses and Facilities Policy

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region.
Delivery Plan Action:	Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.
Operational Plan Action:	Comply with the regulatory and legislative requirements of Councils as outlined by the Office of Local Government and other bodies.

SUMMARY

The purpose of this report is to present the amended Councillor Expenses and Facilities Policy to Council for adoption.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopt the amended Councillor Expenses and Facilities Policy, pending a 28 day public exhibition period; and**
- (2) Rescind the Payment of Expenses and Provision of Facilities to Councillors Policy, pending the conclusion of a 28 day public exhibition of the Councillor Expenses and Facilities Policy.**

BACKGROUND

Council's current Payment of Expenses and Provision of Facilities to Councillors Policy details the payments and reimbursements available to Councillors in the carrying out of their civic duties. As part of Council's policy review program, this policy was amended and provided to Councillors for review from 14 March 2018.

REPORT:

The New South Wales Office of Local Government (NSW OLG) has provided a Councillor Expenses and Facilities Policy template format that has been provided in response to local government requests for guidance and better practice. The amended Councillor Expenses and Facilities Policy has been prepared to be consistent with the Local Government Act 1993, the Local Government (General) Regulations 2005, and Council's relevant associated policies.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The policy is required to be on public exhibition for 28 calendar days, for public comment.

Our Governance No. 49 Cont...

2. Policy and Regulation

- The Councillor Expenses and Facilities Policy at Attachment 5 (Booklet 3) will replace the existing Payment of Expenses and Provision of Facilities to Councillors Policy.

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:	Erika Bursford, Manager Customer Service, Governance & Records
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Attachment 5 (Booklet 3) - Draft Councillor Expenses & Facilities Policy No 1.160
	14 Pages

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV50/18
Subject:	ANNUAL REMUNERATION FOR COUNCILLORS AND THE MAYOR - 2018-2019

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is to address the recent determination of the NSW Local Government Remuneration Tribunal which handed down an increase in the fees payable to Councillors and the Mayor of 2.5% for the 2018/2019 financial year.

The increase applies to both the minimum and maximum allowable rates for both Councillors and the Mayor. Council is required to determine at which rate it sets fees for both Councillors and the Mayor within the minimum and maximum allowable amounts for the upcoming financial year.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Notes the Report and Determination of the NSW Remuneration Tribunal 2018; and**
- (2) Sets the level of fees payable to Councillors at \$11,860 per annum effective from 1 July 2018 to 30 June 2019; and**
- (3) Sets the fee payable to the Mayor at \$25,880 per annum effective from 1 July 2018 to 30 June 2019; and**
- (4) Increases the 2018/2019 Operational Plan budget (Councillor and Mayoral Fees) by an amount of \$980 to cover the 2.5% increase.**
- (5) Sets the reimbursement amount for approved travel using own vehicle at \$0.68 per km where a Council vehicle is unavailable.**

BACKGROUND

The full report of the Local Government Remuneration Tribunal (the Tribunal) is included at Attachment 6 (Booklet 3).

Our Governance No. 50 Cont...

The Local Government Remuneration Tribunal is required to report to the Minister for Local Government by 1 May each year as to its determination of categories and the maximum and minimum amounts of fees to be paid to Mayors, Councillors, and Chairpersons and Members of County Councils.

The Tribunal has reviewed the criteria that apply to the categories of Councils and the allocation of Councils into those categories. The Tribunal found that there was no strong case to change the criteria or the allocation of Councils into categories at this time. The criteria applicable to each of the categories are unchanged from 2017.

In accordance with section 239 of the *Local Government Act 1993*, the categories of general purpose Councils are determined as follows:

Metropolitan	Non-metropolitan
• Principal CBD	• Regional City
• Major CBD	• Regional Strategic Area
• Metropolitan Large	• Regional Rural
• Metropolitan Medium	• Rural
• Metropolitan Small	

Tenterfield Shire Council is classified in the *Rural* category.

Council can choose to set their fees at either the maximum rate prescribed for the category or a lesser rate above the minimum for the category. Previously Tenterfield Shire Council has resolved to set the Councillor fee and the Mayoral fee at the upper level of the respective categories.

REPORT:

The Tribunal has determined the following range for the Rural category for the 2018-2019 financial year:

All Councillors	\$8,970 to \$11,860
Mayor	\$9,540 to \$25,880

In the 2017-2018 financial year Councillor remuneration was set as follows:

All Councillors	\$11,570
Mayor	\$25,250
Total	\$140,950

If Council were to apply the annual increase of 2.5% in determining the Councillor and Mayoral fees for 2018-2019, the following fees would apply.

All Councillors	\$11,860
Mayor	\$25,880
Total	\$144,480

The 2018/2019 Operational Plan budget includes an allocation for Councillor and Mayoral fees in the amount of \$143,500.

In addition, as per the draft *Payment of Expenses and Provision of Facilities to Councillors Policy* the Australian Tax Office has determined an amount for the approved travel using own vehicle as follows:

Our Governance No. 50 Cont...

Under 2.5 litres:	0.68 per km
Over 2.5 litres:	0.78 per km

The amount previously adopted for the 2017/2018 financial year was the under 2.5 litres amount of \$0.66 per km. In line with this, it is recommended that the amount be raised to \$0.68 per km for the 2018/2019 financial year.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil required.

2. Policy and Regulation

- As determined by the Local Government Tribunal under Sections 239 and 241 of the *Local Government Act 1993*.
- Relates to *Council's Payment of Expenses and Provision of Facilities to Councillors Policy*.

3. Financial (Annual Budget & LTFFP)

There is a total budget allocation of \$143,500 in the 2018/2019 Operational Plan budget for Councillor and Mayoral fees. This will require an adjustment of \$980 to cover the 2.5% increase.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media	
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 6 (Booklet 3) - Local Government Remuneration Tribunal - Annual Report & Determination - April 2018	44 Pages

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV51/18
Subject:	LOCAL GOVERNMENT NSW ELECTION & ANNUAL CONFERENCE - 21 TO 23 OCTOBER 2018

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	We partner with the community, business and Federal and State Government in the achievement of our goals.
Delivery Plan Action:	Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region.
Plan Action:	Advocate for the permanent doubling of the Roads to Recovery Program to address the current annual funding shortfall to maintain Australia's local roads and to support national productivity improvements.

SUMMARY

The purpose of this report is for Council to consider Council representation and Council's voting delegate at the Local Government NSW Annual Conference to be held in Albury from Sunday, 21 to Tuesday, 23 October 2018 and election.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Approve the attendance of the Mayor and Chief Executive to represent Council at the Local Government NSW Annual Conference in Albury, 21 to 23 October 2018.**
- (2) Endorse the Mayor as the voting delegate of Tenterfield Shire Council for the upcoming election and Annual Conference.**
- (3) Consider motions for submission to the 2018 Local Government NSW Annual Conference.**

BACKGROUND

The Local Government NSW Annual Conference has traditionally been attended by the Mayor and General Manager with the Mayor as the voting delegate.

Council has been advised that an election will be held to fill a casual vacancy in the Office of Vice President (Rural Regional Councils) on the Board of the Local Government and Shires Association of NSW and as such endorses the above resolution to extend voting rights to the Mayor at both the Conference and the election prior.

REPORT:

The Conference is the annual policy-making event for NSW general-purpose Councils, associated members and the NSW Aboriginal Land Council.

Our Governance No. 51 Cont...

It is the pre-eminent event of the Local Government year where local Councillors come together to share ideas and debate issues that shape the way we are governed.

The Conference will provide the opportunity for the Mayor and Chief Executive Officer to meet with other Local Government representatives and politicians.

Council has been advised by LGNSW on 25 May 2018 that an election will be held to fill a casual vacancy in the Office of Vice President (Rural Regional Councils) on the Board of the Local Government and Shires Association of NSW.

Council is eligible for one (1) vote in both the election and on matters raised at the Annual Conference. Further details about the election, including the date that nominations close and the date that the ballot opens/closes will be contained in the Election Notice.

All members can put forward motions to be considered at the Conference. Proposed motions should be strategic, affect members state-wide and introduce new or emerging policy issues and actions.

Members are requested to submit motions by midnight, Sunday, 26 August 2018 although in line with the LGNSW rules, the latest date motions will be accepted for inclusion in the Conference Business Paper is midnight, Sunday, 23 September 2018.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- *Payment of Expenses & Provision of Facilities to Councillors Policy* (Policy Statement 1.160)

3. Financial (Annual Budget & LTFP)

Allocation has been made in the 2018/2019 budget for the attendance of the Mayor and/or Councillors and the Chief Executive at Conferences, however an estimate of cost per delegate is as follows:

- | | |
|--|--|
| • Estimated Early Bird Registration | \$900.00 (not confirmed at this time) |
| • Accommodation (3 nights) | \$350.00 per night allowable as per Policy |
| • Airfares (Brisbane via Sydney to Albury) | \$500.00pp return (approx) |

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

Our Governance No. 51 Cont...

7. Performance Measures

Nil.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV52/18
Subject:	Finance and Accounts

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council is a financially sustainable organisation, delivering value services to the Community.
Delivery Plan Action:	Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.
Operational Plan Action:	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 May 2018.

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 shown as an attachment 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 May 2018.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$	2,497,420.98	Credit
General Trust	\$	321,533.93	Credit

Our Governance No. 52 Cont...

(b) Summary of Investments

The attachment to this report is a certified schedule of all Council's investments as at 31 May 2018 showing the various invested amounts and applicable interest rates. Please note that an additional investment of \$5,000,000 was confirmed as an investment on 1 June and due to timing is not reflected in the Investment Schedule.

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 as a result of this report.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Paul Della, Manager Finance & Technology; Belinda Savins, Accountant
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Investment Report 31 May 2018 1 Page

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 MAY 2018

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount	Percentage Exposure
National Australia Bank	AA-	60 Days	06/Jun/18	2.45%	500,000.00	4.42%
National Australia Bank	AA-	140 Days	22/Aug/18	2.00%	1,000,000.00	8.84%
National Australia Bank	AA-	91 Days	04/Jun/18	2.59%	1,000,000.00	8.84%
National Australia Bank	AA-	61 Days	09/Jul/18	2.58%	1,000,000.00	8.84%
National Australia Bank	AA-	61 Days	07/Aug/18	2.59%	500,000.00	4.42%
National Australia Bank	AA-	60 Days	07/Jul/18	2.14%	500,000.00	4.42%
National Australia Bank	AA-	140 Days	20/Aug/18	2.58%	1,000,000.00	8.84%
ANZ Bank	AA-	63 Days	16/Jul/18	2.24%	1,000,000.00	8.84%
Commonwealth Bank	AA-	At Call	31/Jan/19	1.50%	261,409.60	2.31%
Commonwealth Bank	AA-	90 Days	16/Jun/18	2.45%	500,000.00	4.42%
Commonwealth Bank	AA-	90 Days	03/Jun/18	2.36%	1,000,000.00	8.84%
Bankwest	AA-	90 days	02/Jul/18	2.50%	1,000,000.00	8.84%
Bankwest	AA-	90 Days	09/Jul/18	2.60%	500,000.00	4.42%
Bankwest	AA-	92 Days	05/Jun/18	2.40%	800,000.00	7.07%
Bankwest	AA-	90 Days	02/Jul/18	2.55%	750,000.00	6.63%
INVESTMENTS TOTAL					11,311,409.60	100.00%

Summary

I hereby certify that the investments as shown herein, have been invested in accordance with Section 625 of the Local Government Act 1993, and associated Regulations, and in accordance with Council policy and procedures.

By:



P. Della

Responsible Accounting Officer

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV53/18
Subject:	Capital Expenditure Report as at 31 May 2018

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

This report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This report outlines Council's financial progress against each project.

OFFICER'S RECOMMENDATION:

That Council receive and note the Capital Expenditure Report for the period ended 31 May 2018.

BACKGROUND

This report was updated in October and replaced the Expenditure Progress Report that had previously been provided to Council.

Managers were asked to review their budgets in October and estimate when they expected capital expenditure to occur in each month between October 2017 and June 2018. This information was compiled and a month to month expenditure calculated.

REPORT:

The Capital Expenditure report indicates to Council the financial progress of each project against the forecast expenditure for that project. The information has also been set out to show which Council service the expenditure relates to.

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

Our Governance No. 53 Cont...

3. Financial (Annual Budget & LTFP)

Budget for Capital projects that will not commence in 2017/18 have been removed. In some instances these funds will need to be revoted next year at the first Quarterly Budget Review if the project will still be undertaken. In instances where projects are grant funded, the funds will be carried forward as a restriction and the projects will be carried out in 2018/19.

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:	Paul Della, Manager Finance & Technology; Belinda Savins, Accountant
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Capital Expenditure Report 4 Pages

Ordinary Council Meeting - 27 June 2018
Capital Expenditure Report as at 31 May 2018

Attachment 1
Capital Expenditure Report

Tenterfield Shire Council

Capital Expenditure Report as at 31 May 2018

Page 1 of 4

Program	Description	Current Budget	YTD Actual	YTD Budget	YTD Variance	YTD Variance %	Status	Comment
Organisation and Leadership	Strategic Projects	\$21,159	\$21,000	\$21,000	\$0	0%	On time	
Organisation and Leadership	Villages Streetscape & Signage Revitalisation	\$31,875	\$4,650	\$4,650	\$0	0%	On time	
Corporate and Governance	IP & R Reconstruction	\$1,200	\$1,200	\$1,200	\$0	0%	Cancelled/ Deferred	
Corporate and Governance	Risk Management	\$30,000	\$0	\$0	\$0	0%	On time	
Corporate and Governance	BCP Resources	\$3,174	\$0	\$0	\$0	0%	On time	
Workforce Development	Salary System Rebuild	\$10,579	\$0	\$0	\$0	0%	On time	
Finance and Technology	Office Furniture & Equipment	\$3,779	\$2,341	\$2,341	\$0	0%	On time	
Finance and Technology	Computer Equipment	\$30,788	\$16,466	\$16,466	\$0	0%	On time	
Finance and Technology	Intranet construction	\$37,028	\$18,105	\$18,105	\$0	0%	Delayed	
Finance and Technology	Fees & Charges / GST Addin	\$8,025	\$8,025	\$8,025	\$0	0%	On time	
Finance and Technology	Power Budget Software	\$52,000	\$21,800	\$21,800	\$0	0%	Delayed	
Planning and Regulation	IT System EHC and DA 's	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Building and Amenities	Council Chambers Refurbishment	\$34,400	\$0	\$0	\$0	0%	Delayed	
Building and Amenities	Administration Building Replace Window Frames	\$24,526	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Building and Amenities	Aministration Building Repaint Interior	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Building and Amenities	Aministration Building Replace Air Conditioning System	\$80,000	\$500	\$500	\$0	0%	On time	
Building and Amenities	Aministration - Replace Carpet	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Building and Amenities	Administration Building Refurbishment	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Building and Amenities	Council Houses Renewal	\$4,350	\$4,350	\$4,350	\$0	0%	On time	
Building and Amenities	Replace existing shed 2-Ten-FM	\$38,000	\$0	\$0	\$0	0%	On time	
Building and Amenities	New Public Toilets - Captain Cook Park Urbenville	\$9	\$9	\$9	\$0	0%	On time	
Livestock Saleyards	Renewal Timber Rails With Metal (SRV)	\$22,894	\$14,141	\$14,141	\$0	0%	On time	
Livestock Saleyards	Renewal Boundary Fencing (SRV)	\$5,728	\$5,728	\$5,728	\$0	0%	On time	
Livestock Saleyards	Saleyards Truck Wash - Design	\$20,000	\$9,300	\$9,300	\$0	0%	On time	
Livestock Saleyards	Improvements to Loading Ramps & Traffic Facilities	\$4,600	\$4,600	\$4,600	\$0	0%	On time	
Livestock Saleyards	Work Health and Safety Signage at Saleyards	\$0	\$0	\$0	\$0	0%	On time	
Swimming Complex	Consulting Fees for the development of Masterplan for the Memorial Pool	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Parks, Gardens and Open Spaces	Renewal of Urbenville Playground Equipment (SRV)	\$28,666	\$0	\$0	\$0	0%	On time	
Parks, Gardens and Open Spaces	Town Christmas Tree and Decorations	\$11,823	\$11,823	\$11,823	\$0	0%	On time	
Parks, Gardens and Open Spaces	Renewal of Federation Park Sprinkler System (SRV)	\$42,200	\$30,070	\$30,070	\$0	0%	On time	
Parks, Gardens and Open Spaces	Renewal of Shirley Park Amenities Building (SRV)	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Parks, Gardens and Open Spaces	Niche Wall / Rose Garden at Cemetery	\$15,643	\$27	\$27	\$0	0%	On time	
Library Services	Library Resources	\$34,400	\$13,599	\$13,599	\$0	0%	On time	
Library Services	Library - Repaint Interior (SRV)	\$34,400	\$0	\$0	\$0	0%	On time	
Library Services	Local Priority Grant 2016/17	\$8,000	\$5,218	\$5,218	\$0	0%	On time	
Library Services	Local Priority Grant 2017/18	\$8,481	\$0	\$0	\$0	0%	On time	

Program	Description	Current Budget	YTD Actual	YTD Budget	YTD Variance	YTD Variance %	Status	Comment
Library Services	Library Children's Area Refurbishment	\$9,890	\$9,890	\$9,890	\$0	0%	On time	
Theatre and Museum Complex	Repair and Paint Southern Wall of Cinema	\$7,503	\$0	\$0	\$0	0%	On time	
Theatre and Museum Complex	School of Arts - Repaint Exterior & Repair Windows (SRV)	\$164,668	\$0	\$0	\$0	0%	On time	
Theatre and Museum Complex	School of Arts - Repaint Interior (SRV)	\$34,400	\$0	\$0	\$0	0%	On time	
Theatre and Museum Complex	School of Arts - Update Theatre Lighting	\$28,666	\$0	\$0	\$0	0%	On time	
Theatre and Museum Complex	School of Arts - Update Security Cameras	\$18,347	\$0	\$0	\$0	0%	On time	
Economic Growth and Development	Replace Entry Doors with Automatic Slide Doors	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Economic Growth and Development	Air Conditioning Visitors Administration Area	\$3,500	\$3,405	\$3,405	\$0	0%	On time	
Economic Growth and Development	Air Conditioning Visitors Meeting Room	\$5,500	\$3,405	\$3,405	\$0	0%	On time	
Economic Growth and Development	Community Wi-Fi	\$16,000	\$13,093	\$13,093	\$0	0%	Delayed	
Asset Management and Resourcing	Survey Instrumentation - GPS Equip, Cable Detector,Bridge Assyst	\$16,884	\$16,884	\$16,884	\$0	0%	On time	
Asset Management and Resourcing	Works Depot - Contribution to Washbay	\$15,000	\$100	\$100	\$0	0%	On time	
Asset Management and Resourcing	Works Depot - Resurfacing of Access & Hardstand Areas Including Drainage Improvements	\$0	\$0	\$0	\$0	0%	Cancelled/ Deferred	
Asset Management and Resourcing	Works Depot - Install Electric Security Fency At Front Access to Depot	\$40	\$40	\$40	\$0	0%	On time	
Asset Management and Resourcing	Asset Management System	\$0	\$0	\$0	\$0	0%	On time	
Plant Fleet and Equipment	Public Works Plant - Purchases	\$3,399,238	\$2,219,468	\$2,219,468	\$0	0%	On time	
Transport Network	Regional Roads Block Grant - Reseals Program.	\$240,597	\$184,984	\$184,984	\$0	0%	On time	
Transport Network	Roads to Recovery 2014-19	\$1,572,929	\$567,419	\$567,419	\$0	0%	On time	
Transport Network	Fixing Country Roads (Wallaby Creek Bridge)	\$184,013	\$130,003	\$130,003	\$0	0%	On time	
Transport Network	RMS On-Road Shared Path Scott Street	\$146,436	\$146,222	\$146,222	\$0	0%	On time	
Transport Network	MR622 Repair 2016/17	\$450,094	\$375,027	\$375,027	\$0	0%	On time	
Transport Network	MR622 Repair 2017/18	\$586,626	\$154,427	\$154,427	\$0	0%	On time	
Transport Network	Special Grant Mt Lindesay Road (RMS/Fed)	\$500,000	\$363,435	\$363,435	\$0	0%	On time	
Transport Network	NDRRA 2017 12 March - Local Roads (Restoration)	(\$52,116)	\$231,837	\$231,837	\$0	0%	On time	
Transport Network	NDRRA 2017 28 March - Local Roads (Restoration)	\$0	\$115,673	\$115,673	\$0	0%	On time	
Transport Network	NDRRA 2017 12 March - Regional Roads (Restoration)	\$0	\$0	\$0	\$0	0%	On time	
Transport Network	NDRRA 2017 28 March - Regional Roads (Restoration)	\$0	\$0	\$0	\$0	0%	On time	
Transport Network	Capitalised Administration Overheads	\$641,531	\$0	\$0	\$0	0%	On time	
Transport Network	MR622 Safer Local Government Roads	\$7,768	\$7,768	\$7,768	\$0	0%	On time	
Transport Network	Upgrade internal roads - Jubullum Aboriginal Community	\$18,188	\$10,260	\$10,260	\$0	0%	On time	
Transport Network	Upgrade T intersection - Plain Station & Jubullum Access Rd	\$20,426	\$26,359	\$26,359	\$0	0%	On time	
Transport Network	Upgrade access road on Plains Station Road	\$75,995	\$27,685	\$27,685	\$0	0%	On time	
Transport Network	Road Renewal - Gravel Roads	\$513,423	\$560,906	\$560,906	\$0	0%	On time	
Transport Network	Gravel Resheets	\$393,879	\$317,351	\$317,351	\$0	0%	On time	
Transport Network	Bridges / Causeways (SRV to 2023/24)	\$595,115	\$193,867	\$193,867	\$0	0%	On time	
Transport Network	Rural Roads - Reseal Program	\$186,751	\$288,628	\$288,628	\$0	0%	On time	
Transport Network	Main Street - Complete Final Stage	\$189,430	\$10,276	\$10,276	\$0	0%	On time	
Transport Network	Miscellaneous Replacement of Collapsed Pipes (SRV)	\$15,136	\$64,695	\$64,695	\$0	0%	On time	
Waste Management	240L Wheelie Bins	\$8,598	\$5,391	\$5,391	\$0	0%	On time	

Program	Description	Current	YTD Actual	YTD Budget	YTD		Status	Comment
		Budget			Variance	%		
Waste Management	Industrial Bins	\$51,889	\$4,411	\$4,411	\$0	0%	On time	
Waste Management	Boonoo Boonoo - Capping Cell/Remediation #5 (Pool) (Remediation)	\$0	\$0	\$0	\$0	0%	On time	
Waste Management	Boonoo Boonoo - EPA Remediation (works to be defined) (Remediation)	\$0	\$0	\$0	\$0	0%	On time	
Waste Management	Boonoo Boonoo - Landfill Site Design	\$167,685	\$0	\$0	\$0	0%	On time	
Waste Management	Legume Transfer Station awning with pad	\$10,000	\$2,100	\$2,100	\$0	0%	On time	
Waste Management	Liston Transfer Station awning with pad	\$10,000	\$2,037	\$2,037	\$0	0%	On time	
Waste Management	Mingoola - Open Transfer Station	\$70,000	\$0	\$0	\$0	0%	On time	
Waste Management	Torrington Landfill - Capping Cell (Remediation)	\$0	\$0	\$0	\$0	0%	On time	
Waste Management	Torrington Landfill - Convert to Transfer	\$70,000	\$0	\$0	\$0	0%	On time	
Waste Management	Tenterfield WTS Community Recycling Centre	\$45,920	\$0	\$0	\$0	0%	On time	
Waste Management	Tenterfield Waste Transfer Station Groundwater Bores	\$100,000	\$0	\$0	\$0	0%	On time	
Waste Management	Community Recycling Centre	\$17,000	\$16,767	\$16,767	\$0	0%	On time	
Waste Management	Tenterfield Waste Transfer Station Environmental Impact Statement	\$50,000	\$0	\$0	\$0	0%	On time	
Waste Management	Tenterfield WTS EIS - Purchase New Land	\$253,370	\$0	\$0	\$0	0%	On time	
Waste Management	Boonoo Boonoo Remediation	\$100,000	\$0	\$0	\$0	0%	On time	
Waste Management	Boonoo Boonoo Remediation	\$100,000	\$0	\$0	\$0	0%	On time	
Waste Management	Torrington Remediation	\$5,000	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Tenterfield Sludge Removal	\$5,394	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Tenterfield Valve Renewal	\$10,788	\$2,791	\$2,791	\$0	0%	On time	
Tenterfield Water	Tenterfield Mains Replacement	\$241,505	\$57,369	\$57,369	\$0	0%	On time	
Tenterfield Water	Tenterfield Meter Replacement	\$22,116	\$12,322	\$12,322	\$0	0%	On time	
Tenterfield Water	Tenterfield Dam Wall Construction	\$4,651,710	\$4,233,255	\$4,233,255	\$0	0%	On time	
Tenterfield Water	Tenterfield Flood Warning System (Gas Bubbler)	\$33,693	\$9,865	\$9,865	\$0	0%	On time	
Tenterfield Water	Water Dispensing Unit	\$35,000	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Tenterfield Dam Wall Supervision	\$0	\$181,543	\$181,543	\$0	0%	On time	
Tenterfield Water	Shirly Park Bore Flood Damage Restoration	\$20,000	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Water Treatment Plant Signage	\$1,000	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Tenterfield Dam Wall Project Management Costs	\$347,302	\$221,313	\$221,313	\$0	0%	On time	
Tenterfield Water	Flood Warning System Renewal	\$107,883	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Tenterfield Treatment Plant Pump Upgrade	\$75,518	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Scada Renewal	\$3,237	\$0	\$0	\$0	0%	On time	
Tenterfield Water	Jennings Mains Replacement	\$11,112	\$9,655	\$9,655	\$0	0%	On time	
Sewerage Network	Tenterfield Mains Relining (1km Year)	\$132,965	\$80,473	\$80,473	\$0	0%	On time	
Sewerage Network	Tenterfield Mains Augmentation	\$130,833	\$130,821	\$130,821	\$0	0%	On time	
Sewerage Network	Tenterfield Man Hole Level Alterations (Water Infiltration)	\$318,500	\$0	\$0	\$0	0%	On time	
Sewerage Network	Jennings Sewer (Investigation)	\$41,000	\$7,952	\$7,952	\$0	0%	On time	
Sewerage Network	Tenterfield Upgrade Road to Tertiary Ponds	\$12,252	\$232	\$232	\$0	0%	On time	
Sewerage Network	Tenterfield Scada System Upgrade	\$57,736	\$0	\$0	\$0	0%	On time	
Sewerage Network	Remove Sludge from Tertiary Ponds / Renewal of Capacity	\$35,000	\$30,305	\$30,305	\$0	100%	On time	
Sewerage Network	Tenterfield Network Renewal	\$220,536	\$881	\$881	\$0	100%	On time	
Sewerage Network	Sewerage Treatment Plant Signage	\$1,000	\$0	\$0	\$0	0%	On time	
Sewerage Network	STP - Dehydrator Replacement	\$73,512	\$0	\$0	\$0	0%	On time	
Sewerage Network	Urbenville Sludge Removal	\$12,251	\$0	\$0	\$0	0%	On time	

		Current				YTD			
		Budget	YTD Actual	YTD Budget	YTD Variance	Variance		Status	Comment
Program	Description					%			
Sewerage Network	Urbenville STP 2 Bay Shed for Storage of Jetter/Mower	\$14,490	\$4,276	\$4,276	\$0	0%		On time	
Stromwater Network	Drainage Pits - Upgrade	\$30,000	\$0	\$0	\$0	0%		On time	
Stromwater Network	Rouse & Miles Street Construction	\$210,000	\$0	\$0	\$0	0%		On time	
Stromwater Network	Pelham Street - Manners to Miles Child Proofing Culvert	\$5,000	\$0	\$0	\$0	0%		On time	
Total		\$18,521,345	\$11,224,162	\$11,224,162	\$0				

(ITEM RC13/18) REPORTS OF COMMITTEES & DELEGATES - NSW PUBLIC LIBRARIES ASSOCIATION - 17 MAY 2018

REPORT BY: John Macnish, Councillor

I attended the North East Zone NSW Public Libraries Association (NSWPLA) Annual General Meeting and Ordinary Meeting at Armidale on Monday, 17 May 2018.

Roughly two thirds of delegates are Library Managers with the remaining third being elected Councillors. Distance to travel presents a problem with the Zone going from Taree to Tweed Heads on the coast, out to Moree, and down to Gunnedah.

Elections were as follows:

- Chair: Councillor Bill Hazlett of Walcha
- Deputy Chair: Councillor Cathy Redding of Narrabri
- Secretary: Jo Carmody of Richmond Tweed Regional Library
- Asst Secretary: Chris Jones of Mid Coast Libraries

Councillor Dallas Tout from Wagga Council, the President of NSWPLA spoke at length on the current funding campaign. Incidentally, funding has been a major issue since I first became the Library delegate in 1999.

Councils provide 93% of Library funding with the State Government picking up just 7%. The State Government funding formula has changed little since 1939 and is stuck at \$1.85 per capita. There was a lot of discussion about how to lobby for further funding.

One of the main topics of the State Library report was the approach from APRA-AMCOS for the payment of license fees for public access computers. Fortunately as advice from the Crown Solicitors' Office that individual listening does not constitute a performance in public, local Libraries should not comply with demands from APRA-AMCOS for payment for access.

Each Library representative gives a report on their Library, especially on initiatives they have developed.

It was interesting to see how Libraries are becoming more of a "community hub" and Librarians "jack of all trades". One of the more disturbing trends is the increasing episodes of anti social behaviour.

I spoke of the State Library Award to Robin Riley and also the sad passing of former Librarian Allison Battis. I then read out Senior Librarian Jenny Stoker's prepared report.

Finally, quite a lot of time was spent discussing the Library Conference which our Zone is hosting in Coffs Harbour, 27-30 November 2018.

Councillors are encouraged to attend to see how Libraries function and the challenges they face.

RECOMMENDATION

That the report of Cr John Macnish, Council's delegate for the NSW Public Libraries Association be received and noted.

Report of Committee No. 13 Cont...

ATTACHMENTS

There are no attachments for this report.

(ITEM RC14/18) REPORTS OF COMMITTEES & DELEGATES - NEW ENGLAND GROUP OF COUNCILS MEETING - 28 MAY 2018

REPORT BY: Peter Petty, Mayor; Terry Dodds, Chief Executive

The final meeting of the New England Group of Councils was held at Uralla on Monday, 28 May 2018.

Minutes of the meeting are attached.

Note that the inaugural meeting of the New England Joint Organisation (NEJO) will be held on Monday, 25 June 2018 – Resolution 10.05/18 refers.

RECOMMENDATION

That the Minutes of the New England Group of Councils Meeting held on Monday, 28 May 2018 be received and noted.

ATTACHMENTS

1 Minutes of Meeting 11 Pages

***New England Group of Councils Meeting
28 MAY 2018***

Minutes

New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

NEW ENGLAND GROUP OF COUNCILS

ORDINARY MEETING

MINUTES

From the meeting held at the Uralla Shire Council on:

Monday, 28 May 2018 at 10.00am

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New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

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New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

PRESENT: Cr Steve Toms (Chair) and Mr Hein Basson (Glen Innes Severn Council), Cr Simon Murray and Mr Mark Piorkowski (Armidale Regional Council), Mr Paul Henry (Inverell Shire Council), Cr Katrina Humphries and Mr Angus Witherby (Moree Plains Shire Council), Cr Peter Petty and Mr Terry Dodds (Tenterfield Shire Council), Cr Michael Pearce and Mr Andrew Hopkins (Uralla Shire Council), Ms Alison McGaffin (Director Northern NSW Regional Coordination, Department of Premier and Cabinet) (arrived at 10.10am), Ms Alison Murphy (Implementation Liaison Manager, Office of Local Government) (arrived at 10.25am).

OPENED: 10.04pm.

1 ACKNOWLEDGEMENT TO COUNTRY

Cr Mick Pearce welcomed everybody to Uralla. He then read the following "Acknowledgement to Country":

"I acknowledge the Anaiwan people as the traditional custodians of this land and pay my respect to the Elders both past and present. I also extend that respect to Aboriginal people here today."

2 APOLOGIES

Apologies were received from Cr Paul Harmon and Mr Lester Rodgers who were unable to attend.

3 DISCLOSURE OF CONFLICT OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS

No disclosures were made by members.

4 MINUTES OF THE PREVIOUS ORDINARY MEETING - 23 FEBRUARY 2018 TO BE CONFIRMED

Moved Cr M Pearce

Seconded Cr S Murray

1.05/18 RESOLUTION

That the Minutes of the Ordinary Meeting of the New England Group of Councils held on 23 February 2018, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

CARRIED

New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

5 REPORTS

5.1 Presentations

REPORT FROM: NEGOC SECRETARIAT
Author: Hein Basson

The following presentations were given at the Board meeting:

- **Ms Elizabeth Tydd, Information Commissioner:** draft Engagement Plan, and updates in relation to the *Government Information (Public Access) Act 2009 (GIPA)* (10.06am to 10.30am).

Ms Tydd invited all members not to hesitate to contact the Information Privacy Commission (IPC) if they have any questions or need clarification regarding particular issues, as it is acknowledged by this Commission that Councils within the New England region do not at all times receive regular GIPA applications. She also advised Councils to use the guidance document that had been developed by the IPC, as this constitutes a useful resource. She suggested for Councils to also capture their informal release of information as part of the reporting data to ensure that this data is comprehensive and provides a full picture of the number of applications Councils receive. A copy of Ms Tydd's PowerPoint presentation is attached to the Minutes as Annexure A.

- **Mr Bede Maher, Training Services Manager, Training Services NSW:** LG Skills Strategy (10.38am to 10.47am).

Mr Maher provided information to the meeting regarding the current initiatives that are being pursued by Training Services NSW and highlighting that supervisor workshops are currently being presented throughout the region free of charge. Further training funding for Councils will be available until the end of June 2019. A copy of his PowerPoint presentation is attached to the Minutes as Annexure B.

Mr Witherby had some technical difficulties, and the meeting used the opportunity to have a short break and partake in the refreshments offered by the Uralla Shire Council.

- **Mr Angus Witherby, Director Planning and Community Development, Moree Plains Shire Council:** Shared Value Roadshow (11.01am to 11.20am).

Mr Witherby provided the meeting with an interesting overview of the Shared Value concept and mentioned some examples that are being pursued within the Moree Plains community. A copy of his PowerPoint presentation is attached to the Minutes as Annexure C.

- **Ms Melissa Gibbs, Director Policy and Sector Development, Office of Local Government (OLG):** Council Engagement Team. (Kindly note that this presentation was given via Skype) (11.23am to 11.47am).

New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

Ms Gibbs provided a verbal update and explanation on the OLG's initiative to ensure adequate and open communication with the Local Government sector (including individual Councils, Joint Organisations and County Councils). She relayed the OLG's objective for Councils to function as good as they possibly can; therefore support for Councils is deemed to be important. The establishment of a Council Engagement Team represents the OLG's strategy to best achieve this set goal. She reiterated that no additional positions were created and that existing budgets are being used for the implementation of this team. These positions have just been filled and staff are currently undergoing training. Four (4) staff members of this team will be based in Nowra and two (2) in Sydney. It is envisaged for these Engagement Managers to be out in the field and to meet with General Managers and Senior Staff. Each region will have a nominated Engagement Manager, and the particulars of the person dedicated to the New England Joint Organisation region will be communicated as soon as this decision has been finalised.

5.2 Narrabri Shire Council: Nomination for Joint Organisation Membership and Recent Developments Regarding the Establishment of Joint Organisations

REPORT FROM: NEGOC SECRETARIAT
Author: Hein Basson

Cr S Murray conveyed to the meeting that Armidale Regional Council has, after the Business Paper had been distributed, adopted a resolution for this Council to be supportive of Narrabri Shire Council joining the New England Joint Organisation.

The following motion was foreshadowed:

Moved Cr K Humphries Seconded Cr P Petty

That Narrabri Shire Council be allowed to present their case to the Board at the start of the first New England Joint Organisation meeting.

Moved Cr S Murray Seconded Cr P Petty

2.05/18 RESOLUTION

1. That the Board notes the information contained in the report.
2. That, with the formal establishment of the New England Joint Organisation (NEJO), the New England Group of Councils (NEGOC) – as a voluntary Regional Group of Councils – ceases to exist on Monday, 28 May 2018 after its Board Meeting has finished; as it always was the intention of member Councils for this organisation only to act as a precursor to the formal establishment of a Joint Organisation within the region.
3. That the Board sets the date for the first meeting of the New England Joint Organisation (NEJO) to be held at 10.00am on 25 June 2018 at Moree, in order to comply with the expectation of the Office of Local Government for NEJO to be implemented by 1 July 2018.

New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

4. That the Board nominates the General Manager of the Glen Innes Severn Council, Mr Hein Basson, to fulfil the role of Returning Officer at the first New England Joint Organisation (NEJO) meeting, and for his name to be forwarded to the Chief Executive of the Office of Local Government with the request that he be formally appointed in this capacity.
5. That the Board takes note of the list of suggested items as highlighted in the Office of Local Government's "Joint Organisation implementation Guidance" document, to be included as part of the first Meeting Agenda of the New England Joint Organisation (NEJO).
6. That the current Secretariat's offer to coordinate the development of the first New England Joint Organisation (NEJO) Business Paper, with the cooperation and assistance of the other members' General Managers, be accepted.
7. That Narrabri Shire Council be allowed to present their case to the Board at the start of the first New England Joint Organisation (NEJO) meeting.

A division was called for, voting on which was as follows:

For

Against

Cr S Toms
Cr M Pearce
Cr P Petty
Cr S Murray
Cr K Humphries

The division was declared unanimously CARRIED.

CARRIED

5.3 Liability for Depreciation of Rural Fire Service Assets

REPORT FROM: NEGOC SECRETARIAT
Author: Hein Basson

Moved Cr P Petty

Seconded Cr K Humphries

3.05/18 RESOLUTION

1. That the Board adopts a firm position on the issue of Rural Fire Service (RFS) assets; being that the Rural Fire Service Act 1997 should be amended to reflect the current situation and practice of the RFS exercising full care, management and control over all their assets relating to its functions and activities, and therefore for all of those assets to be incorporated within this organisation's Balance Sheet and Annual Financial Reports.
2. That the Board refers its position, as noted in paragraph one (1) above, to Local Government NSW, the NSW Office of Local Government, the Audit Office of NSW and the Member of Northern Tablelands for further assistance in advocating for a change of the above-mentioned legalisation and push for the RFS-assets not to be recognised on the Balance Sheets of Local Councils' Annual Financial Reports.

New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

CARRIED

5.4 New DPC Regional Branch and Structure

REPORT FROM: NEGOC SECRETARIAT
Author: Hein Basson

Moved Cr M Pearce Seconded Cr S Murray

4.05/18 RESOLUTION

That the Board notes the information contained within the report and attached email dated 16 April 2018 as received from the Department of Premier and Cabinet.

CARRIED

5.5 New England North West Regional Leadership Executive

REPORT FROM: DEPARTMENT OF PREMIER AND CABINET
Author: Alison McGaffin, Director Northern NSW

Moved Cr S Murray Seconded Cr M Pearce

5.05/18 RESOLUTION

That the Board notes the communique from the meeting of the New England North West Regional Leadership Executive held on 11 May 2018, and notes the direction of the draft Statement of Intent 2018-2020 (yet to be finalised).

CARRIED

5.6 Outcomes of Renewable Energy Workshops and Next Steps

REPORT FROM: DEPARTMENT OF PREMIER AND CABINET
Author: Alison McGaffin, Director Northern NSW

Moved Cr P Petty Seconded Cr M Pearce

6.05/18 RESOLUTION

That the Board:

- Notes the outcomes of the Renewable Energy Workshops;
- Nominates the General Manager of Tenterfield Shire Council, Mr Terry Dodd, as well as a specialised staff member from both Armidale Regional and Uralla Shire Councils to participate in a working group to progress the development of the suite of resource materials to guide Councils and communities; and

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- Notes that once an agenda is developed for a discussion with the Environmental Protection Authority and Essential Energy, each group of Councils will be approached to nominate one (1) representative to attend on their behalf.

CARRIED

5.7 Waste to Energy

REPORT FROM: TENTERFIELD SHIRE COUNCIL
Author: Terry Dodds

The author of the report, Mr Terry Dodds, spoke to the report and provided some ancillary information about the Waste to Energy concept.

Moved Cr P Petty Seconded Cr M Pearce

7.05/18 RESOLUTION

1. That the Board in principle supports the efforts of Tenterfield Shire Council to convince higher levels of government, or their agencies, to financially support this Council in undertaking a feasibility study for Local Councils about the concept of Waste to Energy; given the current situation where it would be highly sensible to attempt to use both of these problematic areas and achieve a win-win situation for local communities.
2. That the Secretariat prepares letters to the relevant local State and Federal Members of Parliament, conveying the request of the Board for them to strongly support this Waste to Energy concept and take it up with the relevant State and Federal Ministers and their senior staff, with a view to source the necessary funding for the Tenterfield Shire Council to enable it to pursue a thorough feasibility study in this regard – which could potentially have far-reaching benefits for the Local Government industry into the future.

CARRIED

5.8 Notes of the GMAC Meeting held on 6 February 2018

REPORT FROM: NEGOC SECRETARIAT
Author: Hein Basson

Moved Cr M Pearce Seconded Cr P Petty

8.05/18 RESOLUTION

That the Board notes the information contained in this report.

CARRIED

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New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

6 CORRESPONDENCE, MINUTES, PRESS RELEASES

6.1 Correspondence

REPORT FROM: NEGOC SECRETARIAT
Author: Hein Basson

Moved Cr S Murray Seconded Cr P Petty

9.05/18 RESOLUTION

That the Board notes the contents of the following items of correspondence:

- Letter dated 5 March 2018 to Narrabri Shire Council advising of the Board's resolution of 23 February 2018 regarding the request from Narrabri Shire Council to potentially join the proposed New England Joint Organisation (NEJO);
- Letter dated 9 March 2018 to the General Managers' Advisory Committee Secretariat advising of the Board's resolution of 23 February 2018 to support the Strategic Plan as highlighted in the GMAC notes, and that Professor Brian Dollery's proposed shared services initiative be pursued after the initial Strategic Plan process has been concluded and adopted by the Board;
- Letter dated 12 March 2018 to Infrastructure Australia advising of the Board's resolution of 23 February 2018 regarding the Reforming Urban Water – A National Pathway for Change discussion paper;
- Letter dated 12 March 2018 to Cr Paul Harmon advising of the Board's resolution of 23 February 2018 acknowledging his achievement of being elected to the LG NSW Board of Directors;
- Letter dated 12 March 2018 to the Minister for Infrastructure and Transport advising of the Board's resolution of 23 February 2018 regarding the Statement of Expectations for the Roads to Recovery Program;
- Letter dated 26 March 2018 from Narrabri Shire Council regarding its resolution concerning nomination for Joint Organisation membership;
- Letter dated 3 April 2018 from Infrastructure Australia regarding NEGOC's correspondence in relation to the Reforming Urban Water – A National Pathway for Change discussion paper;
- Letter dated 5 April 2018 from Glen Innes Severn Council regarding the liability for depreciation of Rural Fire Service Assets (this letter was distributed to members on 5 April 2018);
- Letter dated 18 May 2018 from Narrabri Shire Council regarding the rationale behind its request to join the New England Joint Organisation (NEJO).

CARRIED

New England Group of Councils – NEGOC Ordinary Meeting – 28 May 2018

7 GENERAL BUSINESS

No further General Business was discussed.

8 FUTURE NEJO MEETING DATES:

8.1 Meeting Dates for NEJO Meetings

Moved Cr P Petty

Seconded Cr K Humphries

10.05/18 RESOLUTION

1. That the following dates be earmarked for future New England Joint Organisation (NEJO) meetings:
 - 25 June 2018 (Moree)
 - 27 August 2018 (Glen Innes)
 - 26 November 2018 (Armidale)
2. That it be acknowledged that further meetings might be required after the inaugural meeting of the New England Joint Organisation (NEJO) on 25 June, in order to facilitate the proper implementation of this new organisation – in accordance with the expectations of the Office of Local Government.

CARRIED

The Meeting closed at 12.59pm.

(ITEM RC15/18) REPORTS OF COMMITTEES & DELEGATES - NSW COUNTRY MAYORS' ASSOCIATION - 1 JUNE 2018

REPORT BY: Peter Petty, Mayor

A meeting of the NSW Country Mayors' Association was held in Sydney on Friday, 1 June 2018 which I attended.

At this meeting, I presented the case for Tenterfield Shire Council's current strategies regarding waste to energy and received unanimous support for Council's endeavours to seek funding to complete a feasibility study. In addition, Chief Executive, Mr Terry Dodds has been invited to present a Paper on converting waste to energy at the next NSW Country Mayors' meeting in August 2018.

Other items of interest at the meeting were presentations by:

- Mr David Harris, Chief Executive Officer of WaterNSW; and
- Mr Tim Hansen, National Heavy Vehicle Regulator

Both of these presentations are available as attachments to this report.

A further presentation was made by Mr David Smith, Chief Executive Officer of Local Government Super on the Defined Benefit Scheme.

RECOMMENDATION

That the report of Mayor Peter Petty on the NSW Country Mayors' Association meeting held on Friday, 1 June 2018 be received and noted.

ATTACHMENTS

- | | | |
|----------|---|-------|
| 1 | Attachment 7 (Booklet 3) - Presentation David Harris - WaterNSW | 22 |
| | | Pages |
| 2 | Attachment 8 (Booklet 3) - Presentation - Tim Hansen National Heavy Vehicle Regulator | 24 |
| | | Pages |

(ITEM RC16/18) REPORTS OF COMMITTEES & DELEGATES - PARKS, GARDENS & OPEN SPACE COMMITTEE - 14 JUNE 2018

REPORT BY: Greg Sauer, Deputy Mayor

A meeting of the Parks, Gardens & Open Space Committee was held on Thursday, 14 June 2018.

Minutes of the Meeting are attached.

RECOMMENDATION

That the report and actions outlined in the Minutes of the Parks, Gardens & Open Space Committee meeting of 14 June 2018 be received and noted.

ATTACHMENTS

1 Minutes of Meeting 5 Pages



MINUTES OF PARKS, GARDENS & OPEN SPACE COMMITTEE

THURSDAY, 14 JUNE 2018

MINUTES OF THE **Parks, Gardens & Open Space Committee** OF TENTERFIELD SHIRE held at the Tenterfield Shire Council Chamber on Thursday, 14 June 2018 commencing at 10.00 am.

ATTENDANCE

Councillor Greg Sauer
Colleen Knight (Tenterfield)
Jan Evans (Tenterfield)
Kerrie Andrew (Tenterfield)
Tom Short (Tenterfield)
Jeff McKillop (Liston)
Glen Lamb (Legume)

ALSO IN ATTENDANCE

Councillor Peter Petty (Mayor)
Chief Executive (Terry Dodds)
Chief Corporate Officer (Kylie Smith)
Open Spaces, Regulatory & Utilities Supervisor
(Mark Cooper)
Senior Planner (Tamai Davidson)

APOLOGIES

Apologies received from Councillor Brian Murray and Stephen Goldthorpe (Urbenville).

CONFIRMATION OF MINUTES

Minutes of the meeting of the Parks, Gardens & Open Spaces Committee held on Thursday, 15 March 2018, as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

WELCOME TO MEETING

Chair Councillor Greg Sauer extended a welcome to Committee Members.

MATTERS ARISING FROM THE MINUTES

1. Application for Grant Funding Through Stronger Country Community Grants to Update Playgrounds

- Terry Dodds advised the Application was submitted on 4 May and Council won't know anything until August 2018 but \$25,000 had been granted to Council to start preparations.

2. Spreadsheet for Ideas are to be put in Spreadsheet for Councillor Murray to send out to meeting participants

- Kerrie Andrews advised that Cr Murray had explained what the spreadsheet was.
- Terry Dodds advised the spreadsheet was emailed out to local associations & sporting clubs, and that everything that was wanted from the community was put into the spreadsheet and the only thing being removed was the trees and the plants.

ACTION:

- Jeff McKillop requested that a final spreadsheet to be sent out to the Committee members.

3. Discussion – Parks & Gardens Information & Equipment

- Mark Cooper advised that all maps for village mowers have been handed out and all villages have been marked except Legume. Contact details and map to be provided.

ACTION:

- Once a full set has been completed a memo will be attached and sent with the required information including contact details etc. on Councils website, a laminated set in the storage location of mower, and a set will be given to the operator's.

4. Information Booklet on Trees in the Tenterfield Area

- Tom Short advised people are always asking what the names of trees are in the parks around the town of Tenterfield. Mr Short advised that there were no references anywhere in town advising tourist of the types of trees.
- Jan Evans advised that the Tourist Information Centre has an information sheet listing some of the trees.

GENERAL BUSINESS

1. Rotary Club Tree Planting

Mark Cooper spoke to Rotary Tenterfield regarding the extension of the trees to Rugby Park to the western side of the path to the football grounds and calling it Rotary Walk. It would include tables and chairs etc.

ACTION:

Terry Dodds advised that a check should be made with Roads & Maritime Services in relation to the bypass plans, to ensure the Walk doesn't form part of the bypass.

2. Solar Fairy Lights – Rouse Street, Tenterfield CBD

Have received two (2) quotes (400 lights to each tree)

- first is for 8 trees all solar powered – 4 trees Commonwealth Bank and 4 trees at car dealership - \$8,180.00
- second 22 trees - 4 trees Commonwealth Bank and 4 trees at car dealership, 4 trees Bruxner Highway entry and 10 trees in the Tenterfield Central Business Area - \$16,611.06
- Stock Delivery and Preproduction set up will cost around \$3,000.00 regardless of the number of trees done.

ACTION:

- There is currently about \$9,000 in budget. Kylie Smith advised that a request will need to go to Council Meeting to extend the budget as in the long run we would save \$3,000 on postage.
- Issues with Roads & Maritime Service – May need to refer to the Tenterfield Shire Local Traffic Committee.
- Parks, Gardens & Open Space Advisory Committee refers to Traffic Committee for Recommendation re permit to undertake the works.

3. Shakespeare's Garden – Millbrook Park

Questions were raised about the relevance of a Shakespeare Garden to Tenterfield:

- The majority were against the Shakespeare Garden
- Encourage Council to improve and create gardens across the Shire.

4. Bruxner Park Sign/Interpretive Panels – Rouse Street, Tenterfield - Request from Heritage Advisory Committee

There is currently no sign in Bruxner Park and the Heritage Advisory Committee

advised they would like the old original sign to be reinstated into the Park, along with a story of the Park.

Tamai Davidson, Senior Planner attended the meeting on behalf of the Heritage Advisory Committee as the Park is Heritage Listed and in the Conservation Area.

- 4 sample plans were put to the Committee along with a photo of the original park and examples of the proposed signs.

ACTION:

- All decided on the location near the hedge but to modernise the park sign and have the interpretive signs (similar to the ones at the Post office corner) installed. Final designs to come back to the next meeting – design and quote from John Mongard.

5. Clean up Sections of Tenterfield Creek – Removal of Sand

Mark Cooper has tried to get assistance through Landcare but to no avail. Trying to get quotes to do the worst section of the Creek.

- Peter Petty asked if NSW Fisheries needed to be involved – Mark Cooper advised that they have indicated that they are happy for Council to do it if we can fund and do the work.
- Greg Sauer suggested that Council plant trees and plants to get the birdlife to come around the Creek and break up sections of the Parks to get the work done.

ACTION:

- Terry Dodds advised that the Committee needs to come up with a Program Management Plan for Tenterfield Creek, followed by a design plan and planting program prior to the Committee requesting funding.

6. Interpretive Panels/Books on Trees at Visitors Information Centre to Identify Trees within Specific Parks

This all depends on funding. The Tenterfield Rate Payers Association wish to contribute to appropriate signs in town with an explanation.

- Jan Evans - Visitors Information Centre does put out a guide to what trees are around in Tenterfield.
- Mark Cooper – Council has a Street Tree Map that gets updated and provided to the Visitors Information Centre.

ACTION:

- Terry Dodds suggested the information could be added to the Sound Trails app.
- Kylie Smith will seek feedback on information on the signs and prepare a draft design.

7. Update Urbenville Playground – Replacement

Park will be installed 23 July 2018. Further investigations to be undertaken on the soft fall as the 1 quote received was for \$27,000 to install.

ACTION:

Investigations will take place on a new product - Takura Bark – which doesn't pack down like sand and costs around \$7,000.

8. Naming of Pathway – Naas Street & Molesworth Street

Suggestions were made that the sign could be installed at both ends of the walking track, starting at Manners Street and going to Naas Street or starting at Molesworth Street and finishing at Naas Street.

- Mrs Margaret Zannes & Dr Dick Keatinge founded the walking group through the Tenterfield Hospital.

ACTION:

- Wording of sign should be:

<p style="text-align: center;">TENTERFIELD WILLOW WALKERS FOUNDED BY MARGARET ZANNES AND DICK KEATINGE</p>

9. Millbrook Park Seating

The seat at Millbrook Park has now been removed as requested and a double seat has been installed.

- Mark Cooper suggested that the old seat be installed somewhere at Skate Park.

ACTION:

- The Committee agreed to place the seat up from the Skate Park facing the Tenterfield Creek.

10. Labyrinth – to be installed in Tenterfield

- Tom Short has requested that the Committee considers a Labyrinth be installed somewhere in Tenterfield, so it would give visitors somewhere to stop and slow down.

ACTION:

- Information was forwarded to Council and he requests that this item be placed on the next agenda for the Committee to consider.

NEXT MEETINGS

The Committee agreed that the next meetings be held:

- Thursday, 9 August 2018
- Thursday, 29 August 2018

There being no further business the Chairperson declared the meeting closed at 11.15 am.

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Councillor Greg Sauer
Chairperson

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM RES5/18
Subject:	Council Resolution Register - June 2018

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.
Delivery Plan Action:	Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.
Operational Plan Action:	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 June 2018.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media	
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 9 (Booklet 4) - Resolution Register - June 2018	53 Pages