



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING WEDNESDAY, 26 SEPTEMBER 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 26 September 2018** commencing **following the Extraordinary Council Meeting**.

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

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8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

9. MAYORAL MINUTE

10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

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15. CONFIDENTIAL BUSINESS

(ITEM COM17/18)	SALE OF SERVICE STATION FREEHOLD (159 ROUSE STREET, TENTERFIELD)
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That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (c) (d(iii)) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed (iii) reveal a trade secret.

(ITEM ECO22/18)	CASUAL HIRE OF PLANT AND LABOUR FOR 2018-2020 TENDER 09-17/18
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That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (c) (d(i)) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

16. MEETING CLOSED

CLOSED COUNCIL

Confidential Reports

(Section 10A(2) of The Local Government Act 1993)

Where it is proposed to close part of the Meeting, the Chairperson will allow members of the public to make representations to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public.

The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

The grounds on which part of the Council meeting may be closed to public are listed in Section 10A(2) of the Local Government Act 1993 and are as follows:

- (a) personnel matters concerning particular individuals others than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act provides that Council, or a Committee of the Council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10B(3) of the Act provides that if a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3) of the Act,) the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is matter referred to in section 10A(2) of the Act).

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matters referred to in section 10A(2):

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) The discussion of the matter may:
 - (i) cause embarrassment to the Council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the Council or committee.

Resolutions passed in Closed Council

It is a requirement of Clause 253 of the Local Government (General) Regulation 2005 that any resolution passed in Closed Council, or Committee be made public as soon as practicable after the meeting has ended. At the end of Closed Council or Committee meeting, the Chairperson will provide a summary of those resolutions passed in Closed Council or Committee.

(ITEM MIN2/18) CONFIRMATION OF PREVIOUS MINUTES

REPORT BY: Noelene Hyde, Executive Assistant & Media

RECOMMENDATION

That the Minutes of the following Meeting of Tenterfield Shire Council:

- **Ordinary Council Meeting held on Wednesday, 22 August 2018**

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

ATTACHMENTS

- 1** Minutes of Ordinary Council Meeting - 22 August 2018 19 Pages

MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 22 AUGUST 2018

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Mingoola Community Hall on Wednesday, 22 August 2018 commencing at 9.30 am.

ATTENDANCE

Councillor Peter Petty (Mayor)
Councillor Don Forbes (Deputy Mayor)
Councillor John Macnish
Councillor Brian Murray
Councillor Tom Peters
Councillor Bronwyn Petrie
Councillor Michael Petrie
Councillor Bob Rogan
Councillor Greg Sauer
Councillor Gary Verri

ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)
Executive Assistant & Media (Noelene Hyde)
Actg Chief Corporate Officer (Kim Appleby)
Chief Operating Officer (Andre Kompler)
Manager Finance & Technology (Paul Della)
Manager Customer Service, Governance & Records
(Erika Bursford)

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

Website: www.tenterfield.nsw.gov.au

Email: council@tenterfield.nsw.gov.au

WEBCASTING OF MEETING

No Webcast of meeting.

OPENING AND WELCOME

In opening the Meeting, Mayor Petty thanked the Mingoola community for the opportunity to meet in the Mingoola Hall, stressing that it is important for Councillors to get out into the rural areas and hear first hand, the concerns of our residents in these areas.

CIVIC 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.

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 Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.

APOLOGIES

Nil.

DISCLOSURE & DECLARATIONS OF INTEREST

Nil.

(ITEM MIN1/18) CONFIRMATION OF PREVIOUS MINUTES

169/18 Resolved that the Minutes of the following Meetings of Tenterfield Shire Council, as typed and circulated, be confirmed and signed as a true record of the proceedings of those meetings:

- Extraordinary Council Meeting held on 25 July 2018
- Ordinary Council Meeting held on 25 July 2018 to include amendment on page 18, 2nd paragraph – "biosecurity" to read "biodiversity".

(Donald Forbes/Greg Sauer)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

ADDENDUM REPORT

170/18 Resolved that the Addendum Item be received and dealt with as an urgency motion.

(Bronwyn Petrie/Gary Verri)

Motion Carried

COMMUNITY CONSULTATION (PUBLIC ACCESS)

Nil.

MAYORAL MINUTE

(ITEM MM5/18) DROUGHT RELIEF - POTABLE WATER ACCESS

SUMMARY

Fellow Councillors and the community will be aware of the significant hardship of farmers throughout New South Wales and other States and Territories due to the prolonged drought conditions being experienced.

Our own local farmers within the Shire have not been immune to this critically devastating plight.

With livestock feed at an all-time low which has been widely reported on, it has also been brought to Council's attention that the cost of access to fresh water for our local farming families is also a real struggle and a contributing factor to their existing financial stresses.

Council is in a position to provide some very limited assistance to those drought affected farming families by offering access to potable water from our standpipe via our water carting contractor.

The current charges for potable water is \$6.20 per kilolitre; so a 20,000 litre tanker could be filled for \$124. It is proposed that the Chief Executive should determine the total value of assistance that could be available, in accordance with Council's budgetary commitments and constraints.

To ensure that any offer of assistance is not exploited, Council would liaise with the Salvation Army so that only those families registered as being eligible for drought relief assistance could access the service.

I respectfully request consideration of this very worthwhile assistance program.

MAYOR'S RECOMMENDATION

I, Councillor Peter Petty hereby move the following Mayoral Minute at the Ordinary Meeting held on 22 August 2018:

- (1) That Council grant the Chief Executive delegated authority to negotiate and subsidise the provision of potable water via Council's water carting contractor to those farmers within the Tenterfield Shire that have been declared eligible for drought relief assistance.

- (2) That a further report be brought back to Council in three months, pending a review of the drought relief assistance program, including take-up rates, budgetary implications, and social/humanitarian impacts.

(Peter Peter Petty/Greg Sauer)

AMENDMENT

- (1) provision of potable water – add “for human consumption” via
- (1) ... within the Tenterfield Shire that – delete “have been declared” replace with “are”

(Bronwyn Petrie)

Amendment Accepted by Mover/Seconder

171/18 **Resolved** that:

- (1) Council grant the Chief Executive delegated authority to negotiate and subsidise the provision of potable water for human consumption via Council’s water carting contractor to those farmers within the Tenterfield Shire that are eligible for drought relief assistance.
- (2) A further report be brought back to Council in three months, pending a review of the drought relief assistance program, including take-up rates, budgetary implications, and social/humanitarian impacts.

(Peter Petty/Greg Sauer)

Motion Carried

**RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN
CONFIDENTIAL SECTION**

Nil.

OPEN COUNCIL REPORTS

OUR COMMUNITY

**(ITEM COM10/18) COMMUNITY CONTRIBUTIONS/DONATIONS -
2018/2019 FINANCIAL YEAR**

SUMMARY

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

172/18 **Resolved** that:

- (1) Council adopt the individual allocation of community contributions / donations as outlined below; and
- (2) Council notes the allocation of \$875 towards drought relief measures.

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

No.	Organisation	Project	Amount \$
25	Tenterfield Showground Trust	Installation of 14 grey water dump points at the Showground	2,000.00
26	Tenterfield Traditional Archers Inc.	Completion of disabled carpark at the Club's admin area	1,000.00
27	Rotary Club of Tenterfield	Assisting with costs for conducting the annual Christmas Carnival	500.00
28	Ozfish Unlimited Tenterfield	Assisting with costs for the annual Gone Fishing Day at Tenterfield Dam	500.00
29	Tenterfield Show Society	Contribution towards entertainment and educational opportunities for children and young adults - 2019 Tenterfield Show	1,000.00
30	The Sir Henry Parkes Memorial Public School	Contribution to supply topsoil for a native garden bush tucker trail at the entrance of the School	N/A
31	Urbenville Progress Association	Contribution to purchase a lockable storage cabinet for the Hall kitchen	1,000.00
32	Tenterfield Eisteddfod Association Inc.	Contribution to hire cost of the School of Arts Theatre for the conduct of the 2019 Eisteddfod.	500.00
33	Tenterfield Transport Museum Inc.	Contribution to sealing driveway at the entrance of the Transport Museum	1,000.00
34	Steinbrook Progress Association	Purchase of tables for the Steinbrook Hall	750.00
35	The Oracles of the Bush Inc.	Contribution to fuel subsidy for surrounding schools to participate in Oracles of the Bush and contribution towards attendance of professional poet	600.00
36	Tenterfield Community Playgroup	Contribution for hire of RSL Pavilion for the weekly Playgroup	550.00

37	Tenterfield Poultry Club Inc.	Contribution for restumping of the Poultry Pavilion at the Showground	1,000.00
38	Tenterfield Physical Culture Club	Contribution to host an interclub competition - Memorial Hall / RSL Pavilion	750.00
39	Tenterfield Art & Craft Society Inc.	Contribution - donation of quilts to families who have experienced devastation of flood, fire or drought	250.00
40	Liston & Area Progress Association	Contribution to slab with roof for community BBQ	1,000.00
41	Tenterfield Senior Soccer	Contribution for hire fees at Federation Park and use of lights	Nil
42	Tenterfield Mens' Shed	Contribution to fit out dining, kitchen and toilet areas in the newly erected Mens' Shed	1,000.00
43	Tenterfield Westpac Helicopter Op Shop	Contribution to off-set Waste fees	Nil
44	Tenterfield Railway Station Preservation Society Inc.	Assist with purchase of a lawn mower	2,000.00
45	Tenterfield Rotary Club	Contribution to coach hire for the 2019 German Band Cultural Exchange	2,000.00
46	Drake School of Arts & Progress Association Inc.	Contribution to purchase and installation of ceiling fans for Drake Community Hall	750.00
47	Tenterfield Horticultural Society	Contribution to reimbursement of hire fees - Memorial Hall for year 2018 Flower Show	300.00
48	Torrington Hall	Contribution to replace the floor in Torrington Hall	2,200.00
49	Seniors Week Committee	Contribution to 2019 Seniors Week	500.00
50	Tenterfield Lions Club Inc.	Contribution - 2019 Lions Club Cracker Night	2,000.00
51	Legume Progress Association	Contribution - purchase 2 professional tournament size table tennis tables	225.00

52	Tenterfield Endurance Riding Club	Contribution - purchase of horse rugs as prizes for Club event	600.00
53	Tenterfield Community College	Contribution to Quilt-a-Thon held with Tenterfield Craft Group	250.00
54	Cullendore High Country Pty Ltd	Contribution - tourist map for Liston district	Nil.
55	Drake School of Arts & progress Association Inc.	Hire of Park for local markets held monthly	60.00
56	Council's ANZAC Centenary Steering Committee	Contribution to purchase of materials for a replica mock-up World War 1 tunnel and trench system	665.00
57	Tenterfield Shire Council	Contribution towards Council's drought relief measures	875.00
Sub Total			25,825.00
Sub Total			10,050.00
TOTAL			35,875.00

(Michael Petrie/Donald Forbes)

Motion Carried

(ITEM COM11/18) NSW PUBLIC LIBRARIES ASSOCIATION - SWITCH 2018 CONFERENCE - COFFS HARBOUR - 27 TO 29 NOVEMBER 2018

SUMMARY

The purpose of this report is to consider attendance of Council's NSW Public Libraries Association delegate (Cr John Macnish) and other interested Councillors at the Switch 2018 Conference in Coffs Harbour, 27 to 29 November 2018 and to support the *Renew Our Libraries Campaign* calling for a doubling in State Government funding to resolve a shortfall that threatens the long-term viability of local public libraries.

173/18 Resolved that Council:

- (1) Endorse the attendance of Council's NSW Public Libraries Association delegate Cr John Macnish at the Switch 2018 Conference in November 2018; and
- (2) Endorse the attendance at the Switch 2018 Conference of Cr Brian Murray to be paid from the Councillor Training budget; and
- (3) Recommend that Tenterfield Shire Council join with other local governments and public libraries in a united effort across NSW to call for a doubling in State Government funding to resolve a shortfall that threatens the long-term viability of local public libraries. Our public libraries are the heart of our communities and valued places where people meet, access

knowledge and share ideas. Every year local Councils like ours contribute over \$314 million to support over 360 libraries while the NSW Government provide just \$23.5 million in recurrent funding. This is an unfair burden for us to bear, particularly when local council budgets are already stretched. At around 7.8% of total funding, the NSW contribution to libraries is the lowest in Australia, far behind Victoria (18%) and Queensland (12%).

(Brian Murray/John Macnish)

Motion Carried

(ITEM COM12/18) ARTSTATE BATHURST - 1 TO 4 NOVEMBER 2018

SUMMARY

The purpose of this report is for Council to endorse the attendance of Cr Gary Verri at Artstate Bathurst Lismore from Thursday, 1 November to Sunday, 4 November 2018.

- 174/18** **Resolved** that Council endorse the attendance of Arts Northwest Board Member, Cr Gary Verri at Artstate Bathurst from Thursday, 1 November to Sunday, 4 November 2018.

(Brian Murray/Gary Verri)

Motion Carried

(ITEM COM13/18) WAR MEMORIAL BATHS CONTRACT - AFFIXING THE COUNCIL SEAL

SUMMARY

The purpose of this report is for Council to grant authority to affix the Council Seal to the contract to be negotiated to manage and operate the War Memorial Baths. This will ensure that Council will be able to meet community expectations of commencing the pool season from the long weekend in October by entering into a Contract prior to the next meeting of Council. A further report will come back to Council for information purposes only once the Contract has been finalised.

- 175/18** **Resolved** that:

- (1) Council authorise the Council Seal of Tenterfield Shire Council to be affixed to the contract between Tenterfield Shire Council and the successful Contractor to manage and operate the Tenterfield War Memorial Baths.
- (2) Council authorise the Mayor and the Chief Executive to execute the contract between Tenterfield Shire Council and the successful Contractor to manage and operate the Tenterfield War Memorial Baths.
- (3) In the circumstance where agreement on the terms of a new contract are not reached with a relevant Contractor, the proposal shall be referred back to the Council for consideration.

(Gary Verri/Michael Petrie)

Motion Carried

OUR ECONOMY

(ITEM ECO16/18) PROPOSAL FOR COUNCIL MEMBERSHIP OF THE NATIONAL TIMBER COUNCILS ASSOCIATION

SUMMARY

The purpose of this report is to propose Council membership of the National Timber Councils Association (NTCA).

RECOMMENDATION

That Council:

- (1) Join the National Timber Councils Association.
- (2) Determine the Council delegate/s.

(Michael Petrie/Bob Rogan)

Nominations were called for Council delegate/s:

- Cr B Petrie (nominated Cr G Verri)
- Cr M Petrie (nominated Cr D Forbes)
- Cr G Verri (nominated himself)

AMENDMENT

- (2) Council determine one (1) delegate for the National Timber Councils Association.

(Gary Verri/No Secorder)

Amendment Lapses

AMENDMENT

- (2) Council determine two (2) delegates for the National Timber Councils Association.

(John Macnish/Gary Verri)

Amendment Carried

A secret ballot was conducted to determine the two (2) delegates with the Manager Customer Service, Governance & Records acting as Returning Officer – voting as first past the post.

Vote declared – Cr Bronwyn Petrie, Cr Michael Petrie and Cr Gary Verri as the alternate.

176/18 Resolved that Council:

- (1) Join the National Timber Councils Association.
- (2) Council delegates for the National Timber Councils Association be Cr Bronwyn Petrie, Cr Michael Petrie and Cr Gary Verri as the alternate.

(Michael Petrie/Bob Rogan)

Motion Carried

(ITEM ECO17/18) TENTERFIELD LGA TIMBER BRIDGES LOAD LIMITS

SUMMARY

This report relates to the application of timber bridge load limits as an interim strategy to minimise the risk of timber bridge failure until such time as Council is in a position to upgrade the structures to meet current standards.

177/18 Resolved that Council:

- (1) Endorse the application of load limits and speed restrictions on fourteen (14) timber bridge structures in the Tenterfield LGA as follows:

Road Name	Stream Name	GVM Load Limit (tonnes)
Mt Lindesay Road	Boonoo Boonoo River	10
Black Swamp Road	Cataract River	10
Hootons Road	Clarence River	9
Paddys Flat Road (North)	Kangaroo Creek	10
Torrington Road	Deepwater River	12
White Swamp Road	Woodenbong Creek	9
Beaury Creek Road	Beaury Creek	30
Beaury Creek Road	Boundary Creek	11
Billirimba Road	Hawkins Gully	7
Castlerag Road	Deepwater River	13
Paddys Flat Road	Unnamed Creek	14
Sunnyside Loop Road	Blacksmith's Creek	8 Axle Load Limit
Torrington Road	Kangaroo Creek	12
Leeches Gully Road	Washpool Creek	16

- (2) Note Council's road network and topography are such that the placement of side tracks around load limited bridges is in most cases not a realistic way for Council to try and help its already drought affected rural communities mitigate the increased disconnection and business cost increase implications of load limited bridges.
- (3) Note Council are in the process of evaluating the condition and load limit requirements on the balance of Council's timber bridge inventory, along with temporary interim bridging solutions.
- (4) Authorise the diversion of funds from the current \$412,000 timber bridge major component repair 2018/2019 Operations Plan budget towards detour signage and some interim temporary solutions that mitigate economic impact of bridge load limit imposition.
- (5) Continue to strongly advocate to the State and Federal Government for an immediate injection to the Tenterfield LGA of at least \$3 Million of funding (over and above funding commitments to date) to cover the putting in place of interim bridge solutions as soon as possible after load limit placement.
- (6) Note that in the next 3 years without increased major ongoing injections of State and Federal funding aimed at specifically replacing infrastructure like timber bridges which are long past their useful life and are failing now, the Tenterfield LGA will be faced with future special rate variations (SRV) or

the community will have to accept increased costs of business and a less accessible road/ bridge network.

- (7) Advocate for State and Federal government to recognise the dire need of small rural LGA's like Tenterfield, with a very limited "capacity to pay" for back logs of unfunded failing bridge infrastructure at the end of their useful life, and that the State and Federal Government commit to funding the infrastructure needs of rural LGA's pertaining to timber bridges.

(Gary Verri/Bob Rogan)

Motion Carried

SUSPENSION OF STANDING ORDERS

- 178/18** **Resolved** that Standing Orders be suspended.

(Donald Forbes/Brian Murray)

Motion Carried

The Meeting adjourned for Morning Tea, the time being 10.25 am.

The Meeting reconvened with the same members present, the time being 10.55 am.

RESUMPTION OF STANDING ORDERS

- 179/18** **Resolved** that Standing Orders be resumed.

(Gary Verri/Bronwyn Petrie)

Motion Carried

(ITEM ECO18/18) 2018 ROAD NETWORK ASSET MANAGEMENT PLAN UPDATE

SUMMARY

The purpose of this report is to update Council's Road Network Asset Management Plan to reflect current thinking relating to bridges, allow for funding projections as used in the current Operations Plan, and provide a refresh on the way ahead to manage expectations in terms of what we can do, what we cannot do, flagging challenges ahead.

- 180/18** **Resolved** that Council receive and adopt the updated Road Network Asset Management Plan 2018 – Version 4.01.

(Greg Sauer/Bob Rogan)

Motion Carried

OUR ENVIRONMENT

(ITEM ENV16/18) FORMER ARSENIC PROCESSING PLANT, JENNINGS NSW - VOLUNTARY MANAGEMENT PROPOSAL UNDER THE CONTAMINATED MANAGEMENT ACT 1997

SUMMARY

This report is in addition to the previous report ITEM ENV14/18 considered at the 27 June 2018 Ordinary meeting to advise Council of an additional road reserve that is required to be closed as part of the Voluntary Management Proposal (VMP) 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.

181/18 **Resolved** that Council, in addition to Council Resolution No. 125/18:

- (1) Commences the Road Closure Process in accordance with the Roads Act 1993 for the following section of Council road reserve to enable NSW Department of Industry – Crown Lands and Water to secure perimeter fencing around the entire proposed Project Site Boundary to minimise access to the public, livestock and wildlife:

- *Portion of unnamed road reserve between King Street ending at the north eastern boundaries of Lots 4 and 10 DP 758540.*

Upon closure, it is understood that all of the mentioned road reserves will vest in the Crown.

(Brian Murray/Bob Rogan)

Motion Carried

(ITEM ENV17/18) FREE WASTE WEEK AND REINSTATEMENT OF THE WASTE VOUCHER SCHEME

SUMMARY

The purpose of this report is to detail the opportunity and implications of the reinstatement of the Waste Voucher Scheme and to give due consideration to section 8B of the Local Government Act 1993, Principles of sound financial management, the level of community concern and impact associated with the removal of the waste vouchers in the current year.

RECOMMENDATION

That Council:

- (1) Determines its position in relation to the provision of waste vouchers and/or waste free weeks.
- (2) Communicates this position to the community via local media and Council's website and newsletter.

(Gary Verri/Bob Rogan)

AMENDMENT

- (1) That Council reinstates three (3) waste vouchers per year and discontinues the free waste week from the start of the next financial year and sends each ratepayer two (2) vouchers for the remainder of this financial year.

(John Macnish/Brian Murray)

FORESHADOWED MOTION

That Council scrap waste vouchers entirely and hold one (1) free waste week per month.

(Tom Peters)

FORESHADOWED MOTION

That Council aims to have a quarantined waste fund within ten (10) years.

(Gary Verri)

Motion Withdrawn

AMENDMENT

- (1) That Council reinstates three (3) waste vouchers per year from 2019/2020, discontinues the free waste week and sends each ratepayer two (2) vouchers for the remainder of the 2018/2019 financial year.

(Bronwyn Petrie/Accepted by Mover/Seconder)

Amendment Carried

182/18 Resolved that Council:

- (1) Reinstates three (3) waste vouchers per year from 2019/2020, discontinues the free waste week and sends each ratepayer two (2) vouchers for the remainder of the 2018/2019 financial year.
- (2) Communicates this position to the community via local media and Council's website and newsletter.

(John Macnish/Brian Murray)

Motion Carried

Recording a vote against the motion – Cr Gary Verri.

OUR GOVERNANCE

(ITEM GOV60/18) MONTHLY OPERATIONAL REPORT - JULY 2018

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 2018/2019 Operational Plan.

183/18 Resolved that Council receives and notes the status of the Monthly Operational Report to July 2018.

(Brian Murray/Gary Verri)

Motion Carried

SUSPENSION OF STANDING ORDERS

184/18 **Resolved** that Standing Orders be suspended.

(Gary Verri/Brian Murray)

Motion Carried

The meeting adjourned for the Public Forum and lunch, the time being 12.50 pm.

PUBLIC FORUM – MINGOOLA COMMUNITY

Lyn Takayama – Mingoala Progress Association

Proposed Mingoala Waste Management Transfer Station

- Monday 27 June 2016 Ms Melissa Blum, Manager Water & Waste, attended a Mingoala Progress Association meeting to brief members on Council deliberations regarding setting up a waste transfer station at Mingoala;
- October and November 2016, correspondence between Council and Mingoala Progress Association detailing community consultation regarding the proposed transfer station;
- In the 2017/18 Capital Works Operational Plan Budget an amount of \$82,380 was allowed for development of the project;
- By November 2017 this budget item disappeared from the budget papers – with no explanation;
- 13 May 2018 correspondence from Mingoala Progress Association to the General Manager seeking an explanation for the delay of the project and the anomalous way in which the budget for this project was handled by Council;
- Since we had no response from the General Manager to our 13 May 2018 letter, we again wrote on 4 August asking for answers to our questions to be provided to us.

Response

Chief Executive Terry Dodds advised that since 2016, issues relating to the waste cell at Boonoo Boonoo have come to light and Council is currently undertaking a review and will be presenting Council with a Whole Waste Review report. Chief Operations Officer Andre Kompler advised that legislation controls how Councils treat waste and Council is seeking to develop the best and cheapest option for the community across the board.

Chief Executive Terry Dodds advised a response to the outstanding correspondence would be forthcoming.

Andrew Hynes

Proposed Mingoala RFS Shed

Discussions commenced some time ago. What is happening and when can the Mingoala RFS expect the Shed to be constructed?

Response

Chief Executive Terry Dodds advised that negotiations have been taking place between Council and the NSW Department of Education. The land previously considered for the Shed is subject to a Native Title Claim and it is considered that it will be easier to use land within the Mingoala School grounds.

Council has a Service Level Agreement meeting with the RFS on Friday, 24 August 2018 and will raise the issue with Mr Chris Wallbridge. A further report will go to Council to tidy up this matter and allow for construction to commence.

Bob South – Mingoola Progress Association
Funding for Bruxner Way

Seeking information on the RMS allocation of funds to the Bruxner Way for redevelopment of the Brown's Creek section and concerns that these monies have been spent elsewhere in the Shire.

Response

Chief Operations Officer Andre Kompler advised that an amount of \$778,000 was received by Council from the RMS when the Bruxner Way was transferred to Council consisting of \$510,000 received in June 2010 and a further \$268,000 as part of Council's 2010/11 Block Grant Agreement. He stressed that this amount will not cover the works required to widen this section of the road.

Following expenditure in 2014/15 of \$84,084.52 for acquisition of land to enable the road to be widened, an amount of \$693,915.48 remains restricted to carry out these works at a time when Council can find the additional funds.

Sandra Smith
Cross Border Issue

Issue relates to kangaroo shooters who can only shoot and harvest in the State in which they are licensed which presents difficulties in the Mingoola area.

Response

Mayor Peter Petty advised that Council is holding a Cross Border meeting in September and will raise this issue with the Cross Border Commissioner.

Recycling Information

In response to a request for additional information on recycling, Chief Executive Terry Dodds advised that comprehensive information will be provided in an article in Council's Your Local News Newsletter.

Government Drought Funding

Chief Executive Terry Dodds advised that \$60m has been allocated to 60 Councils across the State. Council will be applying for its share of the funding as soon as the form is available. A Councillor Workshop will be held at the conclusion of the Council meeting to discuss the various options and needs.

Bob South – Mingoola Progress Association
Council Roads

In closing the public forum, Mr South offered congratulations to Council for the funds being spent on roads and to Council staff for the excellent job they are doing on these minor roads.

The Public Forum concluded at 1.35 pm.

The Meeting reconvened with the same members present, the time being 2.15 pm.

RESUMPTION OF STANDING ORDERS

185/18 **Resolved** that Standing Orders be resumed.

(Donald Forbes/Brian Murray)

Motion Carried

(ITEM GOV61/18) OPERATIONAL PLAN 2017/2018 - REPORT TO 30 JUNE 2018

SUMMARY

The purpose of this report is to provide a summary to Council of delivery of actions in the Operational Plan 2017/2018 to 30 June 2018.

186/18 **Resolved** that Council notes the delivery of actions in the Tenterfield Shire Council Delivery Program 2017-2021 and Operational Plan 2017/2018.

(Bob Rogan/Michael Petrie)

Motion Carried

(ITEM GOV62/18) COUNCILLOR EXPENSES AND FACILITIES POLICY NO 1.160

SUMMARY

The purpose of this report is to present the amended Councillor Expenses and Facilities Policy No 1.160 to Council for adoption, following public exhibition for 28 days.

187/18 **Resolved** that Council:

- (1) Adopt the amended Councillor Expenses and Facilities Policy, and
- (2) Rescind the previous Payment of Expenses and Provision of Facilities to Councillors Policy.

(Gary Verri/Michael Petrie)

Motion Carried

Recording a vote against the motion – Mayor Peter Petty, Cr Gary Verri and Cr Greg Sauer.

(ITEM GOV63/18) FINANCE & ACCOUNTS - PERIOD ENDED 31 JULY 2018

SUMMARY

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005, 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.

- 188/18** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 July 2018.

(Greg Sauer/John Macnish)

Motion Carried

(ITEM GOV64/18) CAPITAL EXPENDITURE REPORT AS AT 31 JULY 2018

SUMMARY

The purpose of 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.

- 189/18** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 July 2018.

(Bronwyn Petrie/Bob Rogan)

Motion Carried

REPORTS OF DELEGATES & COMMITTEES

(ITEM RC21/18) REPORT OF COMMITTEE & DELEGATES - PARKS, GARDENS & OPEN SPACE ADVISORY COMMITTEE MEETING - 9 AUGUST 2018

SUMMARY

A meeting of the Parks, Gardens & Open Space Advisory Committee was held on Thursday, 9 August 2018.

- 190/18** **Resolved** that the report and actions of the Parks, Gardens & Open Space Advisory Committee meeting of 9 August 2018 be received and endorsed.

(Brian Murray/Bob Rogan)

Motion Carried

NOTICES OF MOTION

Nil.

RESOLUTION REGISTER

(ITEM RES7/18) COUNCIL RESOLUTION REGISTER - AUGUST 2018

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.

- 191/18** **Resolved** that Council notes the status of the Council Resolution Register to August 2018.

(Michael Petrie/Greg Sauer)

Motion Carried

ADDENDUM ITEM

**ITEM ECO19/18 – WASTE TO ENERGY – STUDY TOUR – CITY OF
COCKBURN, WESTERN AUSTRALIA**

SUMMARY

The purpose of this report is for Council to endorse the attendance of Mayor Peter Petty to visit the City of Cockburn Council, Western Australia.

192/18 Resolved that Council endorse Mayor Peter Petty to attend the City of Cockburn offices as part of the Waste to Energy Feasibility Study investigation.

(John Macnish/Tom Peters)

Motion Carried

CONFIDENTIAL BUSINESS

Nil.

MEETING CLOSED

In closing the meeting, Mayor Peter Petty thanked the community of Mingoola and in particular the Mingoola Hall Committee and Progress Association for their generosity in providing excellent catering and a warm welcome to Council.

There being no further business the Mayor declared the meeting closed at 3.20 pm.

.....
Councillor Peter Petty
Mayor/Chairperson

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM COM14/18
Subject:	SUBMISSION OF PETITION - REQUEST REVIEW OF SECTION 64 & 7.11 (94) DEVELOPER CONTRIBUTIONS

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.
CSP Delivery Program	Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.

SUMMARY

The purpose of this report is to advise Council of a petition submitted by Mr Calvin Grogan of Essential Building Design Services, with 12 other signatories, requesting that Council review the current Development Servicing Plans/Development Contributions levied on developers in Tenterfield Shire under Section 64 of the *NSW Local Government Act 1993*, and Sections 7.11 and 7.12 (formerly Section 94) of the *NSW Environmental Planning and Assessment Act 1979*.

OFFICER'S RECOMMENDATION:

That Council notes:

- (1) The receipt of a petition requesting a review be undertaken of the *NSW Local Government Act 1993, Section 64*, and the *NSW Environmental Planning and Assessment Act 1979, Section 7.11 and Section 7.12* developer contributions; and**
- (2) Council's 2018/19 statutory review of the *NSW Local Government Act 1993, Section 64*, and the *NSW Environmental Planning and Assessment Act 1979, Section 7.11 and Section 7.12* developer contributions, will address the petitioners' request for a review of contributions.**

BACKGROUND

Section 64 of the *NSW Local Government Act 1993* enables a local water utility to levy developer charges for water supply and sewerage management works. Former Section 94 (now Section 7.11) and former Section 94A (now Section 7.12) of the *NSW Environmental Planning and Assessment Act 1979* enables a local government authority to levy developer charges for provision of or increase demand for public amenities and public services.

Council's current developer contributions levies are detailed in:

- Tenterfield Shire Council Section 64 Development Servicing Plan Water Supply Services May 2012
- Tenterfield Shire Council Section 64 Development Servicing Plan Sewerage Services May 2012

Our Community No. 14 Cont...

- Tenterfield Shire Council Section 94 Development Contributions Plan August 2013
- Tenterfield Shire Council Section 94A Development Contributions Plan September 2013

REPORT:

Council has received a petition from Mr Calvin Grogan of Essential Building Design Services, with 12 other signatories, requesting that Council review the current Section 64 Development Servicing Plans levies and Section 94 Development Contribution Plans levies. Mr Grogan et al., "are requesting that Council looks at undertaking a review of their current developer contributions in order to try and encourage development in the area".

Council is required to review the Section 64 Development Servicing Plans and Section 94 and 94A Development Contributions Plans every six years, as a maximum. As Council's current levies and plans were adopted in 2012 and 2013 (resolution No.s 259/12, 290/13 and 353/13), the review of developer contributions under the two legislative instruments has already been scheduled to be undertaken in financial year 2018/19.

The review will be delivered by an independent, external, consultant, as has been done previously in 2012 and 2013. Council is currently finalising the scope of work for the review, and will be issuing the request for quotation via Tenderlink in early October 2018.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Community consultation will be undertaken as part of Council's review.

The consultant undertaking the review will be provided with the relevant contact details of the signatories to the petition, as well as being required to advertise the community consultation process for community involvement and feedback. Community consultation sessions will be held in Tenterfield, Jennings and Urbenville. Once Council has reviewed and agreed on the Development Servicing Plans and Development Contributions Plans, these will then be put on public exhibition for 28 days for community comment.

2. Policy and Regulation

- NSW Local Government Act 1993, Section 64
- NSW Water Management Act 2000, Section 306
- NSW Environmental Planning and Assessment Act 1979, Section 7.11 and Section 7.12 (formerly Sections 94 and 94A)
- Tenterfield Shire Council Section 64 Development Servicing Plans 2012
- Tenterfield Shire Council Section 94 Development Contributions Plans 2013

3. Financial (Annual Budget & LTFP)

Section 94, 2013 Plan has a current balance of \$12,462.12 in restricted funds, for Preparation & Administration. This amount will be spent on the creation of new plans in addition to operational expenditure, once a Request for Quotation process has been conducted, and a true cost of the proposed project established.

Our Community No. 14 Cont...

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

A project plan is under construction for the plan however this has no impact on the receipt of the petition.

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:	<ol style="list-style-type: none"> 1 Attachment 1 (Booklet 1) - Petition Received - Efficient Building Design Services 4 Pages 2 Attachment 2 (Booklet 1) - Tenterfield Shire Council - Development Servicing Plan - Water Supply Services - Adopted 25 July 2012 23 Pages 3 Attachment 3 (Booklet 1) - Tenterfield Shire Council - Development Servicing Plan - Sewerage Services - Adopted 25 July 2012 23 Pages 4 Attachment 4 (Booklet 1) - Tenterfield Shire Council Section 94 Development Contributions Plan - Adopted 28 August 2013 39 Pages 5 Attachment 5 (Booklet 1) - Tenterfield Shire Council Section 94A Development Contributions Plan - Adopted 23 September 2018 27 Pages 	

Department:	Office of the Chief Corporate Officer
Submitted by:	Senior Planner
Reference:	ITEM COM15/18
Subject:	LOCAL HERITAGE PLACE FUND 2018/19

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated.
CSP Strategy:	Cultural heritage is recognised, protected and respected.
CSP Delivery Program	Provide advice, planning and inspection that preserve and promotes the Shire's heritage.

SUMMARY

The purpose of this report is to provide a summary and recommendations on community applications made under the Local Heritage Fund Scheme for 2018/19 for maintenance and conservation works of heritage items, within heritage conservation areas and with the support of Council's Heritage Advisor.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Endorses the offers of funding as detailed in the table attached to this report, and forwards letters of offer to the eligible applicants; and**
- (2) Any funding not accepted, or not claimed by the claim date, be redistributed evenly amongst completed projects.**

BACKGROUND

Each year, Council allocates funding to contribute to the Local Heritage Places Fund, which is co-funded by the Office of Environment and Heritage. A total of \$25,500.00 is made available for works which contribute to the maintenance and conservation of heritage with the Tenterfield Shire.

REPORT:

Applications are presented after consideration by Council's Heritage Advisor and review by Council's Heritage Specific Purpose Committee. Attachment 6 (Booklet 2) identifies the applications made, works proposed and recommendations for funding. As in previous funding years, Council can offer up to 50% of the estimated cost of works, with the remaining 50% provided by the owner.

Offers of funding will be forwarded to applicants upon Council's resolution. Should any applicants decide not to accept the funding, or any projects not be completed by the April 2019 deadline, it is recommended that any surplus funding be evenly distributed amongst completed projects at that time. This is consistent with Council's practice with prior funds.

A total of fifteen (15) applications for the 2018-19 financial year have been received for works in the local government area. There is a broad range of works and projects proposed and it is recommended that all projects be supported and offered funding.

Our Community No. 15 Cont...

The applications were considered at Council's Heritage Specific Purpose Committee meeting of 17 August 2018. Minor alterations have been made to the table since this meeting, to take into account State Heritage funding which was received by two (2) of the projects seeking funding under the Local Fund. There is also an amount of \$1,419.00 available for any small projects which may arise between now and the April 2019 deadline that qualify. Should no projects come forward, it is recommended that any remaining funding be distributed to completed projects as per the guidelines.

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

Funding availability and call for applications was advertised between 21 May 2018 and 20 July 2018 on Council's website and in 'Your Local News.'

2. Policy and Regulation***Tenterfield Heritage Strategy 2015-18 – Strategy No. 5 states that Council will;***

- Continue to operate a Local Heritage Fund to provide assistance to owners of heritage assets.
- Allocate Council funds to run the programme and optimise grant funding opportunities.
- Consider how the grant programme might be supplemented through corporate sponsorship to meet potential increased future demand from additional heritage listings.

Endorsement of the recommended funding allocation is in line with Council's Heritage Strategy and supports the aims and actions contained within the Strategy.

3. Financial (Annual Budget & LTFP)

Council has allocated a total of \$25,500.00 to the Local Heritage Places Fund. Upon completion of the project, Council will claim an amount of \$6,000.00 from the NSW Office of Environment and Heritage under the 2018-19 NSW Heritage Grants Program.

4. Asset Management (AMS)

No implications.

5. Workforce (WMS)

No implications

6. Legal and Risk Management

No implications

7. Performance Measures

No implications

8. Project Management

No implications

Our Community No. 15 Cont...

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 6 (Booklet 2) - Tenterfield Shire Council Local Heritage Places Funding Applications 2018-19 - Summary Table	5 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Property, Buildings and Landscape Co-ordinator (Part-time)
Reference:	ITEM COM16/18
Subject:	PROPOSAL FOR EMERGENCY MANAGEMENT CENTRE GRANT

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 1 - Tenterfield Shire is a vibrant, welcoming and safe community.
CSP Strategy:	Continue to strengthen community safety and crime prevention partnerships with Police, licensees, businesses, regulatory and other agencies.
CSP Delivery Program	Support community organisations that develop and maintain a range of facilities that meet the diversity of community needs, interests and aspirations.

SUMMARY

The purpose of this report is to seek a council resolution to note and endorse the Infrastructure Grant funding application Emergency Preparedness, for the Emergency Management Centre; and to make note that an allocation of funding in the quarterly budget review will need to be made to support the application. This will assist in providing greater services to the community and the staff using the building.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Endorse the Infrastructure Grant funding application *Emergency Preparedness, for the Emergency Management Centre* and;**
- (2) Note an amendment of funding in the quarterly budget review.**

BACKGROUND

Buildings and Amenities has a Capital Budget allocation of \$80,000 in the current Operational Plan to carry out the upgrade of the Council Chambers and Civic offices within the Administration Building. Design work has commenced with a view of providing staff accommodation in line with the amended structure and developing priorities relating to upgrades and renewal as per previous budget and the LTFP.

REPORT:

To better utilise the capital works budget, staff are seeking to access grant funding to extend the capabilities of the building including a refresh of the Council Chambers to enhance emergency capabilities. A grant application to enhance the Chambers to be emergency prepared, would provide a facility to assist the community and emergency activities across the Shire from the central location.

Endorsements from the Rural Fire Service have been received, and requests made to Police and State Emergency Services, in accordance with the grant guidelines. The grant would assist with providing the technology and space to respond in an emergency with the Chambers, Foyer, Committee Meeting Room and toilet amenities all to be considered in the proposed works.

Our Community No. 16 Cont...

Due to the closing date of the grant being the 24 September 2018, the application has been submitted.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Endorsement from the Rural Fire Service received

2. Policy and Regulation

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Procurement Policy
- Building Code of Australia
- Australian Standards

3. Financial (Annual Budget & LTFP)

Proposed increase to the budget to match the funding dollar for dollar up to \$200,000 would be included in the coming budget processes. Given the grant application to the Stronger County Community Fund, amendments to the Operational Plan and the use of the Office Equipment restricted cash could offset proposed expenditure.

4. Asset Management (AMS)

Increase to the assets regarding the technical equipment, furniture and fittings.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Minimal as building works would be in accordance with the Building Code of Australia, Australian Standards and agreed brief by all stakeholders.

7. Performance Measures

Nil

8. Project Management

Project is at scoping and feasibility stages, endorsed council resolution and grant funding approval will advance it further.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Heidi K Ford, Property, Buildings and Landscape Co-ordinator (Part-time)
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 Finance & Technology
Reference:	ITEM ECO20/18
Subject:	FINANCIAL ASSISTANCE GRANT CALCULATIONS - 2018/19

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.
CSP Delivery Program	Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.

SUMMARY

The purpose of this report is to advise Council of correspondence from the Local Government Grants Commission explaining details of the grant calculations for 2018/19.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Note this report;**
- (2) Affirm in the correspondence Councils commitment to continue to Lobby for an increase in the quantum of the Federal Financial Assistance Grants to the equivalent of 1% of Commonwealth Taxation revenue.**

BACKGROUND

The **Financial Assistance Grant (FAG)** is an untied grant received by Local Government councils under the Local Government (Financial Assistance) Act 1995 (Cth). The grant is paid to councils depending on the estimated disadvantage of the council compared with other councils.

The grant comprises two components, a general purpose component and a local roads funding component.

In June 2018, Tenterfield Shire Council (as with all Councils in Australia) were given approximately half of the 2018/19 Financial Assistance Grant allocation in advance. This amounted to \$2,310,919. Of this amount, \$1,479,438 related to the general purpose component and \$831,481 related to the local roads component.

This grant makes up a significant portion of many regional and rural councils' overall revenue base. The grant allocation of \$4,740,680* for Tenterfield Shire Council in relation to the 2018/19 financial year is expected to contribute approximately 17.90% of Council's overall income. For this reason, adjustments in the grant can have a significant impact on the overall budgetary situation of Council and must be accounted for.

Our Economy No. 20 Cont...

** The \$4,740,028 as advised in the letter does not include an adjustment amount of \$652 that Council is entitled to, hence the slight difference.*

REPORT:

Council has received correspondence from the Local Government Grants Commission providing details of the 2018/19 grant allocation and has requested that their letter be tabled at the next Council meeting. A copy of the letter, together with attachments detailing how Tenterfield Shire Council's Financial Assistance Grants are calculated is included at Attachment 7 (Booklet 2). Council has the option to make a special submission to the Local Government Grants Commission to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognized in the current methodology.

The following table compares the FAGS allocation for 2018/19 to the 2017/18 allocation (including the CPI adjustment).

	2017/18 Allocation	2018/19 Allocation
General Purpose Component	\$2,856,495	\$3,085,588
Roads Component	\$1,602,551	\$1,655,092
Total Grant (including CPI Adjustment)	\$4,459,046	\$4,740,680
\$ Variation		\$280,982
% Variation		6.3%

As mentioned above, in June 2018, Council received \$2,310,919 of the 2018/19 allocation of \$4,740,680 in advance. The remaining balance of \$2,429,761 will be paid in quarterly instalments of \$607,440.

It should be noted, that the amount advised as the estimated FAG entitlement for Tenterfield Shire Council in 2018/19 is higher than the figure contained in Council's original 2018/19 budget estimates and this will be accounted for in the first Quarterly Budget Review. The original budget estimates were total FAG income of \$4,488,747 (comprised of \$2,862,530 general component and \$1,626,217 roads component). The increase is therefore \$251,933 (an additional \$223,058 for the general component and \$28,875 for the roads component).

Being an untied grant, by its nature, Financial Assistance Grants are not for any specific purpose however it would be fair to say that the income Tenterfield Council derives from this grant goes towards funding road maintenance of approximately \$2.268M (ie the local roads component of the grants of \$1,655,092 does not cover the full amount of Council's expected road maintenance expenditure for 2018/19).

The remainder of the general purpose grant component partly covers the cost of a raft of Council services including the Pool, Library, Parks and Gardens and indeed most of the 77 sub programs that Council is involved in as listed on page 1 of Council's Monthly Operational Report which is presented to Council each month.

The documentation at Attachment 7 (Booklet 2) from the Local Government Grants Commission provides some details as to how the grants are calculated and mentions that the allocation methodology is under review.

Our Economy No. 20 Cont...

The 2018/19 grant allocations have not been based on a new model but there have been some refinements made to the existing model which the Commission acknowledges is very complex, involving multiple factors including 20 expenditure categories and more than 47 disability factors spread across 128 councils. The Commission is looking to consolidate the expenditure categories reported in special schedule 1 of Councils annual financial data return.

Whilst it is outside the scope of the request for special submissions, it is suggested that Council acknowledge receipt of the letter in writing, affirming Councils commitment to advocate for the reinstatement of the quantum of the Federal Financial Assistance Grant of 1% of the Commonwealth taxation revenue to more adequately provide Councils with the resources required to meet the local infrastructure and service needs of communities.

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

Not applicable.

2. Policy and Regulation

Not applicable.

3. Financial (Annual Budget & LTFFP)

An adjustment will be required in the first Quarterly Budget Review to reflect the additional grant income of \$251,933 as advised by the Local Government Grants Commission over the Original Budget adopted by Council in the 2018/19 Operational Plan.

4. Asset Management (AMS)

If Council were to receive additional funding as a result of a special submission, this funding could be applied to assist Council with drought relief measures and the timber bridge works.

5. Workforce (WMS)

Not applicable.

6. Legal and Risk Management

Not applicable.

7. Performance Measures

Not applicable.

8. Project Management

Not applicable.

Kylie Smith
Chief Corporate Officer

Prepared by staff member: Paul Della, Manager Finance & Technology
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Our Economy No. 20 Cont...

Department:

Office of the Chief Corporate Officer

Attachments:

- | | | |
|----------|--|----------|
| 1 | Attachment 7 (Booklet 2) - Letter from Local Government Grants Commission re Financial Assistance and Appendices | 15 Pages |
|----------|--|----------|

Department:	Office of the Chief Operating Officer
Submitted by:	Technical Projects Engineer
Reference:	ITEM ECO21/18
Subject:	TENTERFIELD AERODROME REGRADING

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.
CSP Delivery Program	Delivery of survey and design works for infrastructure services, including stormwater drainage, transport, water and sewer infrastructure.

SUMMARY

This report relates to a community initiated proposal to upgrade the Tenterfield Airstrip with regrading of the strip to meet current operating standards with either a grass or bitumen surface.

OFFICER'S RECOMMENDATION:

- (1) That Council note the report; and**
- (2) Subject to no capital contribution by Council, Council pursue grant funding or partnering opportunities for the upgrading of the Tenterfield Airstrip and that such remain a grass strip runway.**

BACKGROUND

On 23/8/18 Council adopted resolution 170/17 as follows:

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

A similar report was done on 26 May 1998 by consulting engineer and planners Ullman & Nolan Pty Ltd, however upon reading the report and looking at their estimates, it was apparent such did not make adequate allowance for compliance with Civil Aviation Safety Authority (CASA) standards and their estimates fell way short of realistic construction costs as benchmarked against two airport runway upgrades delivered in the last 5 years by current staff at other NSW Councils.

Council's aerodrome runway strip has a series of undulations relative to the natural topography in the area that do not meet current Australian Government CASA Regulations.

Our Economy No. 21 Cont...

In August 2017, Council asked that a costing be prepared to upgrade the airstrip so that funding can be sought for works to regrade the runway strip to meet regulation compliance and possibly enable access to air services such as emergency fixed wing aircraft.

REPORT:

Council operates the existing grass surfaced airstrip off Schroders Road at Sunnyside, north-west of Tenterfield. The airstrip falls under a CASA runway code 1 or 2.

Once you seek to change a runway profile, the resultant grade needs to comply with CASA MOS139 requirements.

The Physical Characteristics of runways are set out under section 6 of CASA's Manual of Standards (MOS139) including requirements of;

- Runway Longitudinal Slope – Not more than 2 %
- Transverse Slopes on Runways – Preferred 2.0 %, maximum 2.5 %
- Transverse Slope on Runway Shoulder – Not more than 2.5 %
- Longitudinal Slope Changes – Not more than 0.4 % for every 30 metres

The ideal surface condition of bitumen sealing the runway strip would be preferable for use by emergency aircraft such as the Royal Flying Doctor Service to allow takeoff and landing over a shorter distance, however grass surfaces can be used if the strip is well maintained and has a length of at least 1000 metres with additional 90 metres for every 1000 feet above sea level.

The Tenterfield airstrip is 2605 feet above mean sea level, thus requiring the strip to be 1225 metres in length.

Prior to the preparation of this report, Council identified and mapped the multiple high points, test drilled the length of the runway on both sides of the runway to confirm the strata and depth to rock. GPS survey was undertaken and a ground model established. Council imposed upon the ground model a longitudinal and lateral grading which fulfilled CASA MOS139 standard and then the Assets team looked at cut to fill movements to establish approximate earthworks involved.

Whilst specific material's testing (i.e. Atterberg limits and material grading) was not done on the insitu materials, it was noted most of the material were at least 'select' quality and if the aim is only to regrade the runway and not seal such, then sufficient information exists upon which to do an updated estimate.

If we are talking about sealing the runway, the runway would need a layer of base course DGB 20 material to ensure consistency of material quality into the long term and minimise maintenance of the sealed surface. A full pavement design for a sealed runway has not been done for the plane weights envisaged, however a minimum 200mm compacted base course would need to be allowed for in the estimates.

In order to maintain the required minimum grades, allowing for clearance from identified outcropping hard rock strata, it would be necessary to move over 19500 cubic metres of natural granite material in an earth works process of cut to fill within the airstrip. The process of excavating the higher sections and hauling towards the eastern and western ends will require the material to be re-compacted into low lying areas and trimmed to the final graded surface level.

Our Economy No. 21 Cont...

The diagram included in Attachment 'A' indicates the existing surface profile with the location of rock identified under the northern edge of the strip shown. The diagram also indicates a design profile relative to the existing surface.

The proposed regrading would direct the crossfall toward one direction from the north to the southern side so that water does not lay on flat sections. This will require some cut excavations and battering of the strip shoulders. Further survey and investigation to assess any additional rock strata would need to be undertaken as a prudent financial risk management consideration prior to any detailed design of a large scale project being commenced.

The proposed regrading considers only earthmoving of on site materials. Other options to mainly fill low lying sections without the need to excavate would have compounding detrimental effect to the community. If additional material is hauled to the aerodrome along Sunnyside Platform Road and Schroders Road, both of which are in reasonably good condition at present, the pavement could quite easily be damaged under the heavy vehicle loading resulting in significant road repairs much sooner than would normally be anticipated. The amenity for local residents also needs to be taken into consideration.

A significant proportion of the cost would be in the base course and bitumen surfacing which will be beneficial to aircraft using the strip for improved landing / takeoff conditions as well as minimizing damage to the pavement surface through landing / takeoff and rainfall impacts.

However it should also be noted that bitumen surfaces require some level of traffic to keep the bitumen supple, otherwise it can fail at an earlier stage of seal life. It is likely that bitumen resurfacing would be required every ten to 15 years and with such a large area, this will be a significant maintenance cost into the future if use of the aerodrome does not increase to provide beneficial returns.

The estimated cost to regrade the strip as an unsealed surface is \$1,070,000 whilst the estimated cost to regrade the strip, provide an engineered pavement and provide a sealed surface is \$ 3,090,000.

As Council does not have funding of this magnitude and has to focus on big picture more urgent needs in the next 5-10 years (i.e. timber bridge replacement, water treatment plant replacement and a waste cell construction at Boonoo Boonoo), it is recommended that Council not commit to changing the status quo unless funding outside of Council can be sourced over time.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The provision of alternate health service in case of emergencies by enabling access for the RFDS aircraft will benefit the community where other emergency services are not available.

2. Policy and Regulation

The aerodrome operates under the Civil Aviation Safety Regulations 1998. The Manual of Standards for Aerodromes is made under Part 139 of these Regulations.

Our Economy No. 21 Cont...

3. Financial (Annual Budget & LTFP)

The estimated cost to regrade the strip as an unsealed surface is \$ 1,070,000 (ex gst) while the estimated cost to regrade the strip with an initially bitumen sealed surface will be \$ 3,090,000 (ex GST).

4. Asset Management (AMS)

The asset management strategy for the aerodrome is to maintain the facility and maximize the beneficial use of the asset to the community. Even if Council gets a grant for the entire construction, it will have to reseal the runway at least every 15 years which is an additional cost Council ratepayers would need to carry.

5. Workforce (WMS)

The proposed work would need to be undertaken under an external works contract given the type of equipment anticipated to be necessary for the most efficient bulk earthworks necessary.

6. Legal and Risk Management

Ensuring that the aerodrome is able to serve emergency fixed wing aircraft will be a beneficial risk management function in respect to community needs should other emergency craft such as helicopters not being available.

7. Performance Measures

Nil.

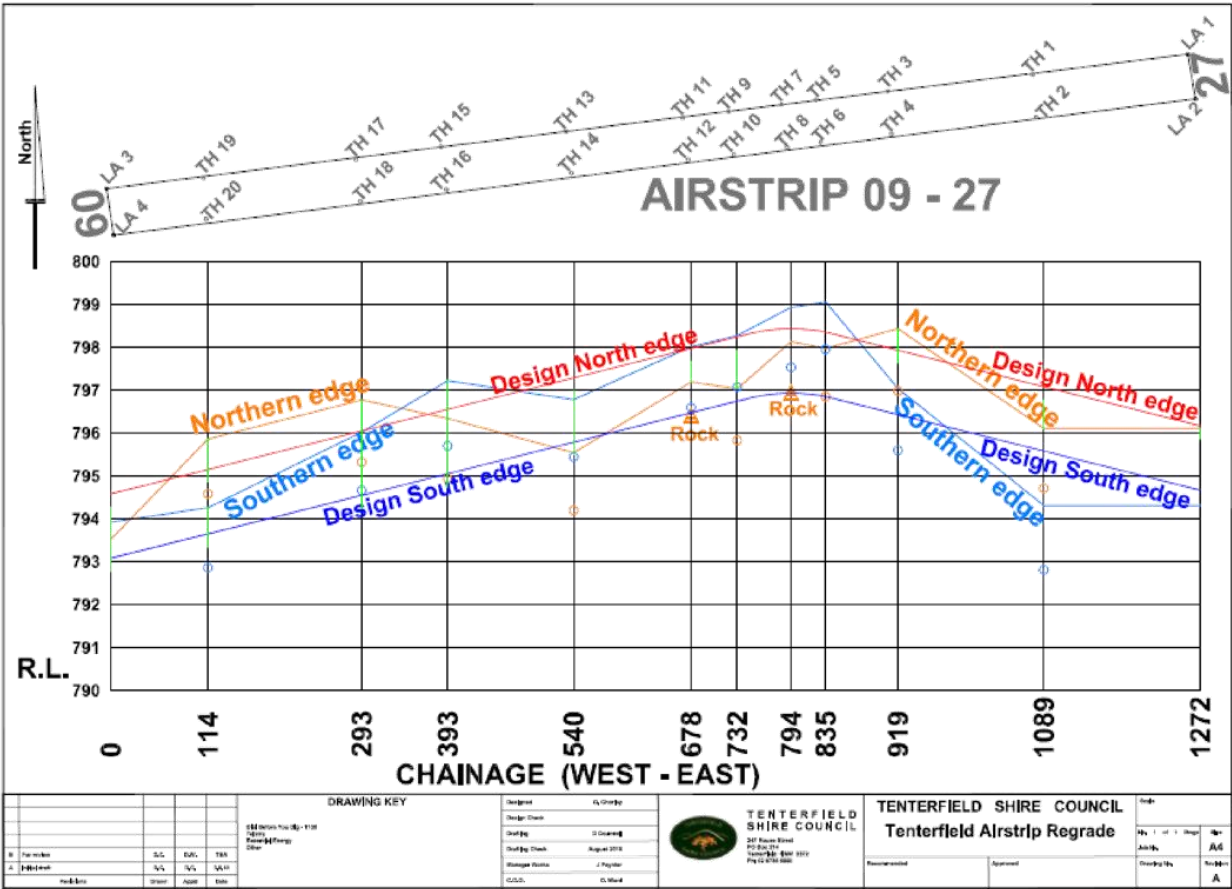
8. Project Management

Nil.

Andre Kompler
Chief Operating Officer

Prepared by staff member:	David Counsell, Technical Projects Engineer	
Approved/Reviewed by Manager:	Andre Kompler, Chief Operating Officer	
Department:	Office of the Chief Operating Officer	
Attachments:	1 Airstrip Surface Grading Inspection 2 Confidential Attachment 14 (Booklet 6) - Tenterfield Air Strip Regrading Proposal	1 Page 4 Pages

ATTACHMENT 'A'
Airstrip surface grading investigation



Department:	Office of the Chief Operating Officer
Submitted by:	Manager Water & Waste
Reference:	ITEM ENV18/18
Subject:	DRINKING WATER QUALITY POLICY NO 2.162 - DRAFT

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - ENVO 11 - Secure, sustainable and environmentally sound infrastructure and services underpin Council service delivery.
CSP Strategy:	Water is used carefully in Council's buildings, parks, sporting grounds and daily operations.
CSP Delivery Program	Ensure effective and efficient delivery of water services in accordance with existing service levels.

SUMMARY

The purpose of this report is to provide Council with information to consider a Draft Drinking Water Quality Policy. This policy is in line with the Australian Drinking Water Guidelines which have already been implemented.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Place the draft Drinking Water Quality Policy No 2.162 on public exhibition for fourteen (14) days as required; and**
- (2) Adopt the Drinking Water Quality Policy No 2.162 if no submissions are received.**

BACKGROUND

Council developed a Drinking Water Quality Management System (DWQMS) in 2013. This system ensures that we are meeting the objectives of the Australian Drinking Water Management Guidelines (ADWMG) and are providing safe water to our community.

Council is currently reviewing the DWQMS. As part of this process it has been highlighted that Council has not adopted, as is recommended by the ADWMG, a policy committing Council to managing its water supply effectively to provide a safe, quality product that consistently meets appropriate drinking water standards developed in accordance with the Australian Drinking Water Guidelines and other regulatory requirements.

REPORT:

Tenterfield Shire Council continues its commitment to managing its water supply effectively to provide a safe, quality product that consistently meets appropriate drinking water standards developed in accordance with the Australian Drinking Water Guidelines and other regulatory requirements.

To achieve this, Tenterfield Shire Council has implemented and will maintain a Drinking Water Management System to effectively manage the risks to drinking water quality.

In partnership with relevant stakeholders, Tenterfield Shire Council will continue to:

Our Environment No. 18 Cont...

- manage water quality at all points, from source (as possible) through to treatment, storage and distribution, as relevant;
- use a risk-based approach in which potential threats to water quality are identified and balanced;
- develop incident response processes to deal with any water quality issues identified;
- ensure that employees and any contractors involved in the supply of drinking water understand their responsibility and are appropriately trained to implement the *Drinking Water Management System*;
- routinely monitor the quality of drinking water; use effective reporting mechanisms to provide relevant and timely information; and promote confidence in the water supply and its management;
- comply with the regulatory requirements of the Public Health Act 2010 (NSW) and associated Public Health Regulation 2012; and
- undertake continuous improvement practices by assessing performance against criteria stated in the *Drinking Water Management System*.

All managers, supervisors and employees involved in the supply of drinking water are responsible for understanding, implementing, maintaining and continuously improving the *Drinking Water Management System*.

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

As per the Communications Strategy, the following engagement will be required:

- Advertised for fourteen (14) days inviting public comment;
- Information about the Policy provided on Councils Website;
- A media release; and
- An article in *Your Local News*.

2. Policy and Regulation

- Tenterfield Shire Council Drinking Water Management System
- Australian Drinking Water Guidelines 2017
- Public Health Act 2010 (NSW)
- Public Health Regulation 2012

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

Our Environment No. 18 Cont...

8. Project Management

Nil

Andre Kompler
Chief Operating Officer

Prepared by staff member:	Gillian Marchant, Manager Water & Waste; Melissa Blum, Technical Projects Engineer
Approved/Reviewed by Manager:	Andre Kompler, Chief Operating Officer
Department:	Office of the Chief Operating Officer
Attachments:	1 Draft Drinking Water Quality Policy 3 No. 2.162 Pages



DRINKING WATER QUALITY

Summary:

The purpose of this policy is to provide clear direction on how Council maintains its drinking water quality.

Policy Number	2.162
File Number	
Document version	Version 1.0
Adoption Date	
Approved By	Council
Endorsed By	Executive Management Team
Minute Number	
Consultation Period	(Insert dates) – 14 days unless statutory period
Review Due Date	September 2023
Department	Water & Waste Management
Policy Custodian	Manager Water & Waste
Superseded Documents	N/A
Related Legislation	Australian Drinking Water Guidelines 2017 Public Health Act 2010 (NSW) Public Health Regulation 2012
Delegations of Authority	Chief Executive, Directors, Managers

1. Overview

This Policy serves to ensure that Council is committed to managing its water supply effectively to provide a safe, quality product that consistently meets appropriate drinking water standards developed in accordance with the Australian Drinking Water Guidelines and other regulatory guidelines.

The implementation of such will ensure that all managers, supervisors and employees involved in the supply of drinking water are responsible for understanding, implementing, maintaining and continuously improving the Drinking Water Management System.

2. Policy Objectives

Council is committed to managing its water supply effectively to provide a safe, quality product that consistently meets appropriate drinking water standards developed in accordance with the Australian Drinking Water Guidelines and other regulatory requirements.

3. Policy Statement

Council has implemented and will maintain a Drinking Water Management System to effectively manage the risks to drinking water quality.

4. Scope

In partnership with relevant stakeholders, Council will:

- manage water quality at all points, from source (as possible) through to treatment, storage and distribution, as relevant to Council's systems;
- continue to use a risk-based approach in which potential threats to water quality are identified and balanced;
- continue to revise and develop incident response processes to deal with any water quality issues identified;
- continue to ensure that employees and any contractors involved in the supply of drinking water understand their responsibility and are appropriately trained to implement the Drinking Water Management System;
- continue the routine monitoring of the quality of drinking water; utilise effective reporting mechanisms in place to provide relevant and timely information; and continue to promote confidence in the water supply and its management;
- continue to comply with the regulatory requirements of the Public Health Act 2010 (NSW) and associated Public Health Regulation 2012; and
- continually improve practices by assessing performance against criteria stated in the Drinking Water Management System.

5. Accountability, Roles & Responsibility

Elected Council

Adopt the Drinking Water Quality Policy and to continue to support the Drinking Water Management System.

General Manager, Executive and Management Teams

Adopt the Drinking Water Quality Policy and to continue to support the Drinking Water Management System.

Management Oversight Group

Continue to support and include system risk as described in the Australian Drinking Water Management Guidelines.

Manager Water & Waste

Responsible for ensuring compliance with Policy, Regulation and guidelines.

6. Definitions

Nil.

7. Related Documents, Standards & Guidelines

Australian Drinking Water Guidelines 2017
Public Health Act 2010 (NSW)
Public Health Regulation 2012

8. Version Control & Change History

Version	Date	Modified by	Details
V1.0		Council	Adoption of Original Policy

Department:	Office of the Chief Corporate Officer
Submitted by:	Senior Planner
Reference:	ITEM ENV19/18
Subject:	AMENDMENT TO TENTERFIELD DEVELOPMENT CONTROL PLAN 2014 - SIGNAGE & 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.
CSP Delivery Program	Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings.

SUMMARY

The purpose of this report is to seek Council's resolution to adopt the changes to Tenterfield Development Control Plan 2014 after the close of the public advertising period in accordance with Clause 21 of the *Environmental Planning & Assessment Regulation 2000*. No submissions were received and it is recommended that the amendments be adopted as exhibited as per Attachment 8 (Booklet 2).

OFFICER'S RECOMMENDATION:

That Council:

- (1) Approves the amendments to the Advertising and Signage Chapter of Tenterfield Development Control Plan 2014 as it was publicly exhibited and identified in the attachment; and**
- (2) Gives public notice of its decision in the local newspaper within 28 days after the decision is made.**

BACKGROUND

At its meeting of 27 June 2018, Council resolved to place the amendments to Tenterfield DCP 2014 on public exhibition for a period of twenty eight (28) days. At the close of the exhibition period Council had received no submissions.

Prior to that, and 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*

Our Environment No. 19 Cont...

- (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;

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.

REPORT:

The adoption of the amendments to the Advertising and Signage provisions contained in Tenterfield DCP 2014, is the final step in the process to make the changes as agreed to by Council and the Chamber of Tourism, Industry and Commerce, as detailed in the *Environmental Planning and Assessment Regulation 2000*, below;

21 Approval of development control plans

- (1) *After considering any submissions about the draft development control plan that have been duly made, the council:*
- (a) may approve the plan in the form in which it was publicly exhibited, or*
 - (b) may approve the plan with such alterations as the council thinks fit, or*
 - (c) may decide not to proceed with the plan.*

Our Environment No. 19 Cont...

- (2) *The council must give public notice of its decision in a local newspaper within 28 days after the decision is made.*
- (3) *Notice of a decision not to proceed with a development control plan must include the council's reasons for the decision.*
- (4) *A development control plan comes into effect on the date that public notice of its approval is given in a local newspaper, or on a later date specified in the notice.*

As such it is recommended that Council approve the plan in the form in which it was publicly exhibited and give public notice of its decision as per Clause 21(3).

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 were required to be publicly exhibited for a period of 28 days. The exhibition period was conducted between 16 July and 15th August 2018, after which time no submissions were received.

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.

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 8 (Booklet 2) - Chapter 8 - Signage & Outdoor Advertising

14
Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Property Specialist (P/T)
Reference:	ITEM ENV20/18
Subject:	PROPOSED MINGOOLA RURAL FIRE SERVICE STATION

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - ENVO 10 - Environmental risks and impacts are strategically managed.
CSP Strategy:	We are prepared, resourced and educated as a community to deal with natural disasters such as bushfires, storm and flood events.
CSP Delivery Program	Review and ensure the integration of Council current studies and plans into strategic land use planning and operational planning documents and policies to support our emergency management function.

SUMMARY

The purpose of this report is to provide Council with the current land position for the proposed Mingoola Rural Fire Service Station.

OFFICER'S RECOMMENDATION:

That Council resolve to delegate authority to the Chief Executive to obtain the required land within the Travelling Stock Route (TSR32548) at Mingoola for the purpose of constructing a Rural Fire Service Station and become the Crown Land Manager of that land.

BACKGROUND

Council, by Resolution 426/15 of 16 December 2015 resolved to obtain a section of land in the Travelling Stock Route (TSR32548) at Mingoola as identified in the plan at Attachment 9 (Booklet 2) for the purpose of constructing a Rural Fire Service Station. This was to be at no cost to Council in terms of the creation of the reserve.

REPORT:

Following further investigation of the TSR site, Council were advised by Crown Lands that Native Title would need to be extinguished from the subject land and that this would be a lengthy and expensive process. Therefore Crown Lands suggested that Council explore the possibility of an alternative site.

An alternative section of land from the Mingoola Public School was investigated and agreed to by the Department of Education however Council would be required to purchase the land at market value and meet all associated costs.

Due to associated costs with the Mingoola Public School site, Council reinvestigated the original TSR site and have been advised that there are no Native Title issues with the land and that Council can now apply to Crown Lands to be appointed the manager of the site. An email from Crown Lands confirming the process is also at Attachment 9 (Booklet 3).

The site which is required is located adjacent to but between the Mingoola Public School and the Mingoola Community Hall. The required area is 25 metres x 25 metres.

Our Environment No. 20 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

As per the Community Engagement Strategy, this matter is Locality Based / High Impact and therefore a number of communication methods should be used to inform the community of Mingoola, such as:

- Information about the new Rural Fire Service Shed on Council's Website;
- A media release; and
- An article in Your Local News

2. Policy and Regulation

- Crown Lands Management Act 2016
- Local Government Act 1993
- Rural Fires Act 1997
- Emergency Services Levy Act 2017
- Native Title Act 1993

3. Financial (Annual Budget & LTFP)

There will be no cost to Council for the land. There will be operational expenditure.

4. Asset Management (AMS)

- Council will be appointed the Crown Land Manager of the land.
- Council will be required to prepare a Plan of Management in accordance with the Crown Lands Management Act 2016.
- The Rural Fire Service will be responsible for the maintenance of the land and building thereon.

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

Scoping and feasibility of the project has commenced and upon acceptance of the resolution the project will be carried forward.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Jennifer Donadel, Property Specialist (P/T); Heidi K Ford, Property, Buildings and Landscape Co-ordinator (Part-time)
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer

Our Environment No. 20 Cont...

Attachments:	1 Attachment 9 (Booklet 2) - Site Map for Proposed RFS Shed and email from Crown Lands	2 Pages
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Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV65/18
Subject:	MONTHLY OPERATIONAL REPORT - AUGUST 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.
CSP Delivery Program	Promote and support community involvement in Council decision making process.

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 2018/2019 Operational Plan.

OFFICER'S RECOMMENDATION:

That Council receives and notes the status of the Monthly Operational Report for August 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 10 (Booklet 3) - Monthly Operational Plan - August 2018	157 Pages

Department:	Office of the Chief Executive
Submitted by:	Executive Projects Officer
Reference:	ITEM GOV66/18
Subject:	LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2018 - SUBMISSION OF MOTION UNDER DELEGATED AUTHORITY

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.
CSP Delivery Program	Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.

SUMMARY

The purpose of this report is for Council to note a late motion relating to timber bridge funding lodged under delegated authority to the 2018 Local Government NSW Annual Conference.

OFFICER'S RECOMMENDATION:

That Council receive and note the following late motion that has been submitted to Local Government NSW for inclusion in the 2018 Annual Conference Business Paper:

That Local Government NSW lobby the NSW Government to modify the present application process for infrastructure grants in favour of direct grants to Councils using a similar formula to the Federal Government Assistance Grants (FAGS).

BACKGROUND

At its meeting of 25 July 2018, Council resolved:

- (1) *That Council approve the following motions for submission to Local Government NSW for inclusion in the 2018 Annual Conference Business Paper.*
- (2) *Motion 1 - That Councils lobby State and Federal Governments to introduce harmonised biodiversity legislation with a view to improving dam/river catchment volumes and increased creek flows by returning the landscape to woodland and removing excess vegetation in riparian zones.*
- (3) *Motion 2 - That LGNSW lobbies the NSW State Governments to legislate a Bill of Rights.*

REPORT:

Following the 22 August 2018 Ordinary Meeting of Council, Cr Verri submitted via email the following motion:

Our Governance No. 66 Cont...

Motion: That Local Government NSW lobby the NSW Government to modify the present application process for infrastructure grants in favour of direct grants to Councils using a similar formula to the Federal Government Assistance Grants (FAGS).

Rationale: It is not cost effective for Councils to continually apply for infrastructure grants when it is known that all of the timber bridges across the State are all approaching the end of their useful life. Administering grant applications costs in the vicinity of \$20,000 to complete. Criteria for bridge funding doesn't always meet reality, eg it shouldn't be necessary to have all roads and bridges built to B-Double standards when such vehicles will never use these roads.

When a bridge has almost collapsed, the time taken from grant application to actually securing funds is too long, and it is unrealistic to expect primary producers to wait for months, even years to have proper access. In the last 15-20 years, there has been a massive increase in city dwellers travelling to every corner of the State. The road/bridge infrastructure was not originally designed for the amount of traffic created by the city day trippers.

Given that there was no Council Resolution supporting this motion, and this September meeting of Council was after the closing date for submissions, the Mayor and Chief Executive signed the motion under delegated authority and it was submitted accordingly.

This report is provided for information purposes only.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

This report meets the Community Engagement Strategy objective of ensuring that the Tenterfield Shire community is informed about issues, strategies or plans that may directly or indirectly affect them.

2. Policy and Regulation

- NSW Local Government Act 1993 – Section 377
- Tenterfield Shire Council Delivery Program/Operational Plan –
 - DP1.1 - Maintain strong relationships with all levels of government and proactively seek involvement in decision making impacting our Shire and the New England North-West Region.
 - OP18/19 – Influence and engender support from Federal and State Governments in relation to grant funding, advocacy and ongoing maintenance and improvement of social, economic and environmental fabric of the community.
 - DP1.5 – Identify, represent, advocate and lobby for inclusion of the Shire's needs in Regional and State planning.
 - OP18/19 – Advocate for continuing development of grant opportunities at the Federal and State level and actively participate in discussions where cost shift and erosion of support is proposed.

Our Governance No. 66 Cont...

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.

Terry Dodds
Chief Executive

Prepared by staff member:	Kim Appleby, Executive Projects Officer
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 GOV67/18
Subject:	FINANCE & ACCOUNTS - PERIOD ENDED 31 AUGUST 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.
CSP Delivery Program	Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.

SUMMARY

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005, 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 August 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

A reconciliation of the cash books of all funds have been carried out with the appropriate bank statements as at 31 August 2018.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$	9,241,102.38	Credit
General Trust	\$	321,533.93	Credit

Our Governance No. 67 Cont...

(b) Summary of Investments

The attachment to this report is a certified schedule of all Council's investments as at 31 August 2018 showing the various invested amounts and applicable interest rates.

Due to the timing of the end term of some investments, the cash balance is higher and the investment balance lower compared to the July result. This is rectified in September where funds have been reinvested. Similarly as Council transitions to its new Investment Policy and also as it redeems investments under the old policy, there may be brief periods where investments with one financial institution exceed the 45% limit of total investments. This is the case this month where investments with CBA total 50.2% of the total portfolio. This will be rectified in September.

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

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Our Governance No. 67 Cont...

Prepared by staff member:	Paul Della, Manager Finance & Technology
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Investments as at 31 August 2018

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 AUGUST 2018

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount	Percentage Exposure
National Australia Bank	AA-	91 Days	03/Sep/18	2.62%	1,000,000.00	17.85%
TOTAL NAB INVESTMENTS						17.85%
Commonwealth Bank	AA-	At Call	31/Jun/19	1.50%	1,801,988.71	32.17%
Commonwealth Bank	AA-	90 Days	25/Sep/18	2.57%	1,000,000.00	17.85%
TOTAL CBA INVESTMENTS						50.02%
Bankwest	AA-	90 Days	03/Sep/18	2.65%	800,000.00	14.28%
Bankwest	AA-	90 Days	27/Sep/18	2.80%	1,000,000.00	17.85%
TOTAL BANKWEST INVESTMENTS						32.13%
INVESTMENTS TOTAL					5,601,988.71	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 procedure subject to temporary timing variations as Council transitions to its new policy.

Responsible Accounting Officer

By: 
 P. Della

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV68/18
Subject:	CAPITAL EXPENDITURE REPORT AS AT 31 AUGUST 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.
CSP Delivery Program	Collaborate and deliver resources with other organisations to ensure a variety of cost effective services across the service area.

SUMMARY

The purpose of 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 August 2018.

BACKGROUND

This report was updated in the 2017/18 Financial Year and replaced the Expenditure Progress Report that had previously been provided to Council.

Managers were asked to review their budgets in October 2017 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.

A similar process will be undertaken this financial year when Managers have been trained in Power Budget which will give them the ability to cash flow (phase) their own budgets. For the purpose of this report Finance staff have tied the YTD Budget (being the month of August with actual expenditure for that month).

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.

Some projects will have actual figures but not budgets as yet, because they relate to items carried forward from 2017/18. These budget adjustments will be made in the first quarterly budget review, for the period 1 July 2018 to 30 September 2018.

COUNCIL IMPLICATIONS:

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

Our Governance No. 68 Cont...

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

Budget for Capital projects that will carry forward from 2017/18 will be included 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.

Kylie Smith
Chief Corporate Officer

Prepared by staff member: Paul Della, Manager Finance & Technology

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer

Department: Office of the Chief Corporate Officer

Attachments: **1** Attachment 11 (Booklet 4) - **2**
Capital Expenditure Report as at 31 August 2018 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV69/18
Subject:	2017/18 FINANCIAL STATEMENTS TO BE REFERRED FOR AUDIT

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.
CSP Delivery Program	Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.

SUMMARY

The purpose of this report is to comply with statutory requirements in relation to the General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2018. The Financial Statements are to be referred to Council's Auditor, with authorisation from the Mayor, a Councillor, the Chief Executive Officer and the Responsible Accounting Officer.

OFFICER'S RECOMMENDATION:

(1) That, in relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):

- a) Council resolves that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2018 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations there under.**
- b) That the Financial Statements be approved and signed by the Mayor the Deputy Mayor, the Chief Executive Officer and the Responsible Accounting Officer.**

(2) That the Financial Statements be referred to Council's Auditor for audit.

(3) That the audited Financial Statements be forwarded to the Office of Local Government by 31 October 2018.

(4) That the Chief Executive Officer be delegated authority to, after Council receives a copy of the Audited Financial Statements and Auditor's report, place the Audited Financial Statements on public exhibition from Friday, 2 November 2018 and that notice be given that Council will present its Audited Financial Statements at the Ordinary Council Meeting to be held on 28 November 2018.

Our Governance No. 69 Cont...

(5) That the audited Financial Statements be presented at the meeting of Council to be held on 28 November 2018 in accordance with Section 419(1) of the Local Government Act 1993 (as amended).

BACKGROUND

As per Section 416(1) of the Local Government Act 1993 (as amended), a Council's Financial Statements for a year must be prepared and audited within four (4) months of the end of the reporting period concerned.

The statutory process that must be followed is that:

1. A statement as required under section 413(2) (c) must be made by resolution and signed by the Mayor, one (1) Councillor, the Chief Executive Officer and the Responsible Accounting Officer.
2. The Financial Statements must then be referred to the Council's Auditor, and once audited the statements must be included in Council's Annual Report.
3. Copies of the Audited Financial Statements must then be lodged with the Office of Local Government by 31 October 2018.
4. As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition for a period of seven (7) days and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. This act of giving notice of the meeting is required to be delegated to the Chief Executive Officer as technically the notice of meeting cannot be set until the final audited Statements and Audit Report are received, however, subject to any matters raised during the audit, the Audited Statements and Audit Reports will be presented at the Council Meeting to be held on 28 November 2018, and the recommendation below confirms this.

It should be noted that Council's Audit Committee was provided with the draft set of Financial Statements (as per Attachment 12 (Booklet 4) on Monday 17 September 2018 and was asked to provide any comments members may have had on them prior to the ordinary Council meeting. A verbal update will be provided of any comments received during the course of the meeting.

REPORT:

A draft of the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for Council for the year ended 30 June 2018 are attached to this report to be referred for audit.

The Auditor's Reports and analysis will be presented to Council and the public at Council's Ordinary Meeting to be held on 28 November 2018, in accordance with Section 419 (1) of the Local Government Act 1993 (as amended).

Overall Result:

The draft Income Statement identifies a profit of \$6.617M (\$7.419M in 2016/17).

Our Governance No. 69 Cont...

Council's draft operating position excluding capital income and capital contributions is also favourable, with an operating position after these items of \$1.439M (\$3.167M in 2016/17).

It should be noted that this is a **preliminary result** and is still to be audited. The Audited Financial Statements will be presented to Council in November 2018.

Included in the current operating result is the effect of the recognition of found assets in land, buildings and plant as a result of the revaluation and council's stocktake processes. The effect of this is approximately \$1.9M which would still see a positive operating result when grants and contributions for capital purposes are included but when these are excluded it will result in a loss of approximately \$459K, which approximates the result for this figure as advised in the Quarterly Budget Review for March 2018.

If Council is required to restate these amount as prior year errors, the \$1.9M will be removed from income in 2017/18 and an adjustment will be made to the balance sheet opening balance as at 30 June 2017 debiting assets and crediting Retained Earnings. The Financials will be restated for comparative purposes.

As mentioned, these are draft statements and there will no doubt be some changes to figures over the coming weeks and based on input from the Auditors, but overall it is expected that the ratios in the General Purpose Financial Statements should remain favorable.

Please also note that Special Schedule 7 which is not audited, is still being finalised.

Water and Sewer Fund Results

As per the draft Special Purpose Financial Statements, the Water Fund has made a draft surplus of \$2.448M (\$2.045M in 2016/17) and the Sewer Fund has made a draft surplus of \$1.216M (\$92K in 2016/17) once again recognizing that this may change depending on the treatment of the found assets.

Certification

Under section 413(2)(c) of the Local Government Act 1993 (as amended), before audit certificates can be issued, it is necessary for Council to adopt a resolution to be attached to the Financial Statements stating that:

Council's Annual Financial Statements and Special Purpose Finance Statements are being prepared in accordance with:

- The Local Government Act 1993, (as amended) and the Regulations made thereunder;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- The Local Government Code of Accounting Practice and Financial Reporting.

These statements must be signed by the Mayor, one (1) other Councillor, the Chief Executive Officer and the Responsible Accounting Officer. A copy of the required statement to be signed is included in the draft Financial Statements at Attachment 12 (Booklet 4). It has been assumed, similar to past practice, that the Mayor and Deputy Mayor will sign this statement in conjunction with the Chief Executive Officer and Manager Finance and Technology as the Responsible Accounting Officer.

Our Governance No. 69 Cont...

It should be noted that the unaudited Financial Statements reflect an opinion only, and are not legally binding.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The Audited Financial Statements form part of Council's Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework. The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders including the Community and Council is required to exhibit the audited Financial Statements.

It is a requirement that as soon as practicable after receiving a copy of the Auditor's report, that the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. As advised above, this should occur at the November Ordinary Council Meeting.

2. Policy and Regulation

There are no Policy issues arising out of this report.

3. Financial (Annual Budget & LTFP)

The Financial Statements are Council's primary form of review on Council's sustainability and the financial performance of Council throughout the reporting period. For this reason, they remain a crucial part of the performance measurement framework and the financial performance as disclosed should be a serious consideration in any future decision making.

4. Asset Management (AMS)

There are no specific asset management issues arising out of this report but Council is aware of a number of issues in relation to Timber Bridges, Waste Management and the Water Filtration Plant.

5. Workforce (WMS)

There are no workforce issues arising out of this report.

6. Legal and Risk Management

The preparation, audit and review of Council's Financial Statements ensure compliance with:

- The Local Government Act 1993, (as amended) and the Regulations made there under;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board;
- The Local Government Code of Accounting Practice and Financial Reporting.

7. Performance Measures

There are no performance measure issues arising out of this report.

8. Project Management

There are no project management issues arising out of this report.

Our Governance No. 69 Cont...

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Paul Della, Manager Finance & Technology
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Attachment 12 (Booklet 4) - Draft Financial Statements 2017-18 118 Pages

(ITEM RC22/18) REPORT OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION CONFERENCE & ANNUAL GENERAL MEETING - 29 TO 31 AUGUST 2018

REPORT BY: Donald Forbes, Councillor

The Murray Darling National Conference and AGM 2018 was attended by about 100 delegates representing 70 Councils within the Murray Darling Basin.

The following topics were addressed throughout the Conference:

Day 1

- ***Natural Resource Regulator - Regulations and Compliance***
Presented by Grant Barnes the Natural Resource Regulator. He is responsible with the day-to-day operations of the Regulator which is charged with adding transparency and building community confidence in water compliance and enforcement in NSW.
His parting message was; 'We make it easy to comply, painful to not.'
- ***Australia's Rice Industry – Innovation and Efficiency***
Presented by Jeremy Morton – President Rice Growers' Association of Australia Inc.
This was an interesting account regarding the rice industry and level of efficiencies it has achieved compared with overseas rice production.
- ***Socio-economic Neutrality and the Basin Plan Towards Agreement***
A joint presentation by Dr Jacki Schirmer, Associate Professor, University of Canberra and Dr Cathy Robinson, Principal Research Scientist CSIRO Brisbane.
They addressed the impact the Murray Darling Basin Plan is having or will have on communities with the Basin.
- ***Yanco Agricultural High School Student Presentation***
Precision agriculture technology – when the millennials hit the farm.
An interesting set of presentations regarding advances in technology for the benefit of farming e.g. drones and soil moisture measurements.
- ***Water Management and Business Strategy – Corporate Holdings Demystified***
Brendan Barry, General Manager, Water Webster's Limited, provided a useful insight into water management by a company with extensive farm holdings. Water titles can be traded and banks will lend against such titles. He considers the market is the best method to allocate scarce resources – such as water. Believes 2019/20 will be difficult if big rains don't occur.
Incidentally, one of Webster's big shareholders is a Canadian Pension Fund.
- ***Riverina Local Land Services: Biosecurity, Natural Resource Management and Sustainable Agriculture: A Shared Responsibility***
Presented by Mr Andrew Lieshke, Manager, Land Services Riverina Local Land Services.

Report of Committee No. 22 Cont...

The highlight of this address was the assistance by rice farmers in assisting the breeding and support given to an endangered bird, the Bitterns. The Bitterns are encouraged to use the rice fields as their wet-lands for breeding purposes. This has been quite a success story.

- ***Commonwealth Environmental Water Office: Valuing Trust and Mutual Understanding***

Jody Swirepik holds the position of Commonwealth Water Holder. She made the point that *"the outcomes from the use of water must be achieved in the catchment and then some water may get to assist the flow further downstream"*.

Day 2

- ***The Murray Darling Basin Authority: The Basin Plan – Where to Next?***

Phillip Clyde, Chief Executive Officer of The Murray Darling Basin Authority gave this presentation. Thrust of his message was, *"There is no plan B, this plan has to work!"*

- ***The Modern Australian Cotton Industry - The Myths, The Reality, and the Basin Plan***

Address given by Michael Murray, General Manager Operations, Cotton Australia. He delivered a very robust account of the growth and scale of the cotton industry, improvement in efficiencies as a result of GM plants leading to a significantly less use of pesticides.

- ***National Carp Control Plan: Update on the Plan - Clean Up Options and Response Management***

Joint presentation by Matt Barwick, Coordinator- National Carp Control Plan and Kevin Cooper.

Both of the presenters highlighted the logistical 'nightmare' in planning and undertaking the clean-up of the bio-mass created by dead carp. Until this issue is resolved then the release of the virus etc. to kill off the carp is on hold.

- ***Regional Energy – Energy Efficiency and Renewable Opportunities***

Presented by Kylie Walker, Regional Environment Co-coordinator.

Basically, championed the renewable cause but ignored the inverse correlation between lower renewables and higher power prices.

- ***Urban and Industrial Water Security Project Opportunities***

This topic was addressed by Bede Spannagle, Director Engineering, Riverina Water County Council. He outlined the challenges, supplying fresh water with an ever-increasing demand, facing his Council e.g. Wagga Wagga has a growth of 1% pa.

- ***Presentation – Conference 2019 - The 75th National Conference and Annual General Meeting - Region 12, Northern Basin***

Mayor Richard Marsh of the Balonne Shire gave this presentation.

As Toowoomba is the venue for next years' National Conference and Annual General Meeting, I would encourage that all Councillors who wish to attend be

Report of Committee No. 22 Cont...

provided the opportunity to do so. Also I would suggest that the Chief Executive and Chief Operating Officer could be included. The dates and venue are yet to be advised.

- ***Productivity Commission – Murray Darling Basin Plan 5 Year Assessment - Draft Report***

Given by Dr Jane Doolan, Commissioner and John Madden, Associate Commissioner Water.

I have already provided a brief to all Councillors on this topic.

RECOMMENDATION

That the Deputy Mayor's report of the 74th Murray Darling Association Conference and Annual General Meeting be received and noted.

ATTACHMENTS

There are no attachments for this report.

**(ITEM RC23/18) REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE
LOCAL TRAFFIC COMMITTEE - 30 AUGUST 2018**

REPORT BY: Peter Petty, Chairperson, Mayor

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 30 August 2018. Minutes of the meeting attached.

RECOMMENDATION

That the report and actions from the Tenterfield Shire Local Traffic Committee meeting of 30 August 2018 be received and noted.

ATTACHMENTS

- 1** Minutes of Meeting 10 Pages

MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
30 AUGUST 2018



**MINUTES OF
TENTERFIELD SHIRE LOCAL TRAFFIC
COMMITTEE MEETING
THURSDAY, 30 AUGUST 2018**

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF
TENTERFIELD SHIRE held at the Council Chambers on Thursday, 30 August 2018
commencing at 10.15am

ATTENDANCE

Councillor Peter Petty (Mayor - TSC)
Glen Lamb (Representative for The Hon Thomas
George)
Councillor Gary Verri (TSC)
Councillor Tom Peters (TSC)
Jessica Healy (RMS) – Phone in (02) 6640 9369
James Boaden (NSW Police)

ALSO IN ATTENDANCE

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

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

MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
30 AUGUST 2018

DISCLOSURE OF INTERESTS

Nil.

APOLOGIES

The Hon Thomas George, MP
Robert Clark (NSW Police)
Darren Druitt (NSW Police)
Stefan Wielebinski (RMS)

GL/TP

CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenterfield Shire Local Traffic Committee held on 21 June 2018, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

TP/GL

BUSINESS ARISING FROM PREVIOUS MINUTES

1. PETER ALLEN FESTIVAL

The Business Chamber of Commerce, Industry and Tourism has advised that in September 7th 2018, it is proposed that Tenterfield will be holding the Peter Allen Festival which will involve temporary road closure of the New England Highway section between Manners Street and Molesworth Street between 9am-4pm for the purpose of holding a street parade and functions. The proposed detour route will be all northbound traffic turn right at Manners Street, left into Logan Street and left onto Molesworth back onto New England Highway or Bruxner Highway. All southbound traffic will be turned left at Molesworth Street, right into Logan Street, right at Manners and back onto New England Highway or Bruxner Highway.

Council will need to provide a letter to RMS indemnifying RMS for road damage closer to event.

ACTION:

Jess G advised what actions have occurred to date with this event. ROL's have been obtained for both the closure of the New England Highway and the Bruxner Highway. James P suggested putting witches hats out in the car parking spaces to prevent vehicles being parked within the closed sections. Suggested time of 5am. James B suggested changing parking limit to 15 minutes for the morning or just no parking from 6am-9am. Sullivan's Newsagency & Tenterfield Bakery trade early so parking may need to be monitored in those locations. The event organisers have requested the closure of High Street between New England Highway and Whereat Lane for the stage for live music. They require road to be closed between Friday 7th September 6pm to Saturday 8th September 9pm. Jess H suggested to chat with Dan Wills from RMS to see if requires amendment to ROL. Jess H also suggested that businesses may be able to assist with notifying customers about vacating the parking areas prior to the road closure and this could be discussed with businesses as part of ongoing liaison regarding the event impacts.

Recommendation:

That Council offer no objections to the closure of High Street between Rouse Street (New England Highway) and Whereat Lane for the Peter Allen Festival activities. GL/GV

RMS – Y

Police – Y

Council – Y

Glen Lamb – Y

2. BEAURY CREEK BRIDGE UPDATE

Peter advised the Committee that there is 1 of 3 applications in at present, however the applications are always knocked back, reason given not B-Double rated. Would cost so much to upgrade to B-Double route. Andre advised under Fixing Country Roads (FCR) grant process 3 times, it's about making roads improved and passable. It's not all about freight efficiency, bridges are a part of that. Some good business cases put forward, there is an unwritten criteria to turn roads into B-Double routes, and Council will never have the money to do that. FCR program is flawed. Putting in 3 applications under the Growing Local Economies process, Emu Creek Bridge, Boonoo Boonoo Bridge & Beaury Creek Bridge. Peter is having a meeting with Thomas George, MP today. Something has to change as always knocked back. Jess H commented that the current grant application sounds as though it could have potential.

3. RILEY STREET, TENTERFIELD

Email received by Council from concerned residents regarding Riley Street & heavy vehicle traffic. Further investigation is required for the potential closure of Riley Street.

ACTION:

James P advised that this item remain as Business Arising. Number of issues. In 2008 Council dealt with the traffic calming. Businesses are now developing in the Estate. It was suggested previously that Petre Street be closed and Riley to close as well. Any strategies will need to go to Council in a comprehensive report that will deal with emergency services, possible closure of Petre Street. Peter commented that interest in developing is growing. Andre also advised that Council receives complaints about vehicles using Riley Street. Could get an independent Consultant to look. A solution may be a cul-de-sac to ensure emergency access is retained. James B mentioned that traffic coming from Riley Street onto Pelham Street do not stop and is a potential for accidents. Gary asked if it Petre Street was sealed all the way through? James P said if we do, lots of thought will go into it. Jess H asked what was actually happening as was not familiar with the background of this item. James P advised there are separate issues. 1 the stop sign at Pelham/Riley Streets 2. Heavy vehicles issues in Riley Street due to Industrial Estate. So compounding issues. Jess H asked if the intention was to enhance the stop treatment such as sign duplication or improved delineation for example, increased enforcement or if something could be/has been conditioned through the DA's for heavy vehicle movements. Peter commented that activity at the Industrial Estate will force Council to do something.

Ongoing.

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4. BRUXNER WAY, ROAD TRAIN REQUEST

Request previously received by Council regarding use of road trains on Bruxner Way, particularly west of Mingoola to Goondiwindi. Peter had received a question whether Bruxner Way could be used by Road Trains from Tenterfield to Goondiwindi.

ACTION:

Peter advised that there is issues with the funding applications. That he referred it to the JO's the other day at their meeting. Government keeps knocking the applications back. It may gain weight over time. First argument is to get the Bruxner Way reclassified as a Highway, there is an alliance being formed. Freight companies that transport cotton to Goondiwindi should be supported. Jess H commented that the Fixing Country Roads application should have potential.
Ongoing.

5. DISABLED PARKING, ROUSE STREET TENTERFIELD

James advised the Committee that discussions have been held with the Chemist regarding taking the disabled carpark away from the existing location (northern side of pedestrian crossing in Rouse Street) and relocating it to the south side of the pedestrian crossing. It was noted from the inspection that there is no layback to get onto the footpath.

ACTION:

James P advised that a risk assessment had been carried out & there are 2 pram ramps required. Due to WHS reasons a 2nd one is required. Looking at possible steel piece across gutter however it may create a trip hazard. Standards call for 2 but can only achieve 1 near the garden. Jess H asked if it is parallel parking? James P said the issue is with the narrow footpath & to achieve the gradient it will become a trip hazard. Jess H suggested looking at the slope being gradual may be barely noticeable. Suggested choosing treatment, validate it, the alternative may not be to the standard. James P would like to meet RMS onsite, conduct a risk assessment & discuss options.

James P to liaise with RMS.

6. SIGNAGE REQUEST

Email received from a Legume resident requesting a sign indicating Kyogle or Casino instead of just Woodenbong.

ACTION:

Jess G tabled the signage designs on behalf of Jess H. If added the name "Casino" it would add 30cm to the design height. Glen Lamb commented that the sign design looked good. Jess G commented that Mt Lindesay required an "E" to be added to the sign. Jess H reiterated that RMS proposed to look at all the signs on the state network including NEH, Bruxner and Summerland & will seek to include Councils regional roads such as Mt Lindesay Road to ensure continuity and consistency.

Ongoing.

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7. LINEMARKING NEW ENGLAND HIGHWAY/BRUXNER WAY INTERSECTION

Council has received concerns over recent line marking at the intersection of New England Highway/BruXner Way intersection.

Jess H passed on advice from Stefan that the treatment is appropriate and this apparent compliance issue had been forwarded to the Police for monitoring. Local Police are unaware of the issues. Peter commented that with the new design people are using as slip lanes and there is going to be an accident occur. Jess H questioned if at the time complaints were received, the arrows were installed. James B said it's hard to Police even if cameras were installed it is hard to enforce, sometimes it is a case of overtaking incorrectly. Unless there is a fatality nothing will get done. Jess H advised that reactive funding programs are available for crashes however it is a submission process for limited statewide funding. Proactive improvements can often be achieved on the back of safety concerns raised by the public. Peter P thanked RMS for the treatment to date with the installation of the warning signs & that Police will need to target enforcement. Jess H suggested traffic data may inform what is happening at the junction and when. Jess H will discuss again with Stefan & get the wheels in motion for traffic data collection which can be used to target Police enforcement strategically. James P asked if traffic counters at both intersections would assist in determining how many vehicles per day? Jess H commented that CCTV footage could help understand behavioural matters but it is relatively costly. Best to put traffic counters out & then observe peak times onsite. Peter P commented that it's great to see work be done there & it is legal however community concerns need to be addressed & Council will not drop it until it's fixed. Jess H suggested that maybe temporary warning signage can be erected in the short term. RMS might already have suitable signs in storage at Ballina.

Jess H will discuss with Stefan & get back to the Committee.

8. TENTERFIELD SADDLER SIGNAGE, HIGH STREET TENTERFIELD

Council has received a complaint from residents that witches hats are being put out in front of Tenterfield Saddler to enable no parking at this location. Currently there is a sign depicting no standing horse drawn vehicles excepted adjacent to the Tenterfield Saddler Building.

ACTION:

Jess G advised the Committee that Council has corresponded with the business owners on 2 occasions advising cannot put the witches hat/bollard in the parking space. Peter commented that you can't single one business out to not allow parking. Jess H commented that this is behavioural, Council may want to look at broader pedestrian and cycle safety perhaps under Safer Roads Walking and Cycling Communities funding. A hardstand area may be supported to protect pedestrians. RMS & LTC only have a concurrence role, any treatment would need to be funded by the business owner.

9. INTERSECTION OF URBEN AND BEAURY STREETS, URBENVILLE

Request received for traffic calming to be investigated at this intersection.

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ACTION:

James P advised that preparation work will be done in October, it will be resealed 4 weeks later. Not changing what's there. Should be completed in November. No change to the stop sign.

10. ROUSE STREET – NORTHERN END

James P advised that the traffic counters were incorrectly located. Speed counts were tabled. Particularly on the corner cars seem to hook in & requires Policing. There are houses in this area. Compliance issue. James B requested the traffic counts be emailed to local Police. Also email through the ones taken at Liston. Jess H will make a note to look at delineation & speed zoning as minimum length for 80km zone should be 2km not 80m. James P said cars go in 50km zone then 80km, could be perpetuating the compliance issue. RMS will review it along with the New England Highway.

ACTION:

RMS to investigate as may require improvement to signage and delineation & infrastructure.

11. PADDYS FLAT ROAD/BRUXNER HIGHWAY INTERSECTION

This item dealt with Item 12.

12. SANDY FLAT ROAD/NEW ENGLAND HIGHWAY INTERSECTION

Jess H advised that she had spoken to RMS Road User Safety unit in regard to road rule awareness for international drivers . They hope a targeted campaign will be developed soon similar to that released in NZ and some other states. Road rule info forwarded to TSC to liaise with businesses. Regulatory control not required at junction however discussed that previous advice may not be accurate regarding signposting and delineation present at junction. RMS to review asap council offered to provide current images of junction to expedite signposting improvements as required.

ACTION: Council to write to businesses providing pamphlets advising the businesses to use as part of an induction process to new employees. Tom P said there is no signage whatsoever at the Sandy Flat Intersection not even a T-Intersection sign. Council to arrange photos & email through to Jess H at RMS.

13. SPEED LIMIT/ZONE IN AMOSFIELD

At the last meeting, it was requested that Council install traffic counters at this location and results are to be provided to the Committee.

ACTION:

Traffic counters have been installed and will be available in 3 weeks. Will be emailed to the LTC.

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14. BRUXNER WAY/HYNES BRIDGE ROAD INTERSECTION

Correspondence received from Mingoola Progress Association concerning trucks turning at this intersection and request for signage.

Peter P advised he will discuss this matter with the Alliance group. There is only a T-Intersection sign on the Bruxner Way. Heading North East is ok but not ideal for any trucks turning west to the Lime Mine.

15. OLD PASTURE PROTECTION BOARD BUILDING, HIGH STREET TENTERFIELD

Council received a complaint regarding vehicles long term parking in front of the old PP Board in High Street, Tenterfield making it difficult for people, particularly the elderly to walk long distance to this building and shops. Request for timed parking at this location.

Jess G advised the Committee that 2 hour parking is applicable. Council's Rangers will monitor.

No Further Action required.

16. LOADING BAY REQUEST BEHIND SCHOOL OF ARTS BUILDING

Council staff have requested review of the current advisory signage behind the School of Arts/Library building.

James P advised that it is proposed to paint a continuous yellow line with loading zone signage installed at both ends.

ACTION: James P to email design to LTC for advice.

17. CLIVE STREET, TENTERFIELD SPEEDING ISSUE

Council received complaint from a resident in Clive Street that due to lack of signage & pavement marking of speed zone that vehicles are speeding in Clive, East Street & Wood Streets.

James P tabled traffic counter results. There is speeding occurring in Clive Street. Police will increase focus in that area.

No further action.

18. LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY)

Council has previously contacted RMS seeking concurrence for Council to install lights similar to rope lighting on trees along Rouse Street as part of Christmas festivities. Concurrence was received by RMS providing the lighting did not comprise road safety.

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Council has also been liaising with RMS to ascertain if the existing lighting at the Pedestrian Crossing adjacent to Bruxner Park was adequate. RMS has advised that the existing lighting level on Rouse Street doesn't fully comply with current standard AS/NZS 1158. If Council wanted to upgrade the street lighting or change the road geometries, Council may consider to engage level 3 ASP to provide lighting and electrical design. The lighting design will be reviewed/accepted by RMS.

Jess H advised that Council is to do a level 3 lighting assessment for upgrading the lighting to current standards. Windows have closed for funding. Andre commented that it's not Council's problem. Jess H commented that RMS don't have avenues for funding & currently no longer available under 40km/h High Pedestrian Area program. Andre K understands that funding buckets change as to programs. RMS are pushing hard in the issue of safety. So many programs available pushing safety. Would've thought there would be scope in funding for this. As a way forward, Jess H suggesting thinking about shared funding responsibilities. Peter P agreed that Council would work with RMS to come up with a solution.

ACTION: Jess H to liaise with James P & Jess G and will follow up with Assets as may be able to secure some funding for lighting assessment.

GENERAL BUSINESS

1. "NO STOPPING" SIGN IN FRONT OF 124 HIGH STREET, TENTERFIELD

The shop located at 124 High Street is currently under refurbishment & the owners believe the sign may have been placed there as there was a historic layback in the kerb allowing access by vehicles into the front of the shop. It is no longer required.

James commented that we have dealt with a similar issue in the past through LTC. Jess H asked where the 40km/h HPA extent was and asked if the building awning created a sight distance issue. Could be argued if a vehicle is noted as a permanent obstruction in terms of sight distance. Suggest preparing more detailed reports for LTC consideration. Council noted that an onsite inspection was conducted with RMS rep as part of previous investigation into this issue. Suggest sending photos of location through.

ACTION: Jess G to email photos of signage & location through to Jess H.

2. SIGNAGE REQUEST, LEGUME

Resident at Legume has complained about road signs particularly Tourists coming from Tenterfield, Stanthorpe or Killarney. Requested a sign indicating Kyogle or Casino instead of just having a sign to Woodenbong.

This item was dealt with previously.

3. HOFFMANS PARK (BETWEEN LEGUME & WOODENBONG)

Gary Verri advised Committee that he has heard of 2 x double decker accidents at this location in the last 2 years. RFS attended the site on the square corner.

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James P added that there is rehabilitation funding for Legume to Woodenbong which will improve alignment of the road. More signage will be installed. Needs to be investigated as may require chevron & a curve sign. Peter commented that cattle trucks do lots of trips down that way & come into the corner leaning the wrong way. James suggested vegetation may require clearing on the curve. Jess H advised if no regulatory signage required then Council can just install in line with standards.

Mayor Peter Petty left meeting at 12:15pm with Councillor Verri acting as chairperson.

LATE ITEMS

1. ROVER PARK, TEMPORARY EVENT

Jess G emailed summary of Nunyurra Culture Festival 2018 event to Committee. Council had received a Development Application for the Event in July. Jess H advised that the event would need to demonstrate condition for Schedule 1 or 2 as a minimum. Adverse alignment onto Bruxner Highway at the intersection, sight distance issues. This intersection is not signposted greatly there would need to have additional advance warning signposting with VMS wording on Highway can be worded to reflect Event. Jess H would talk to Traffic/Asset team of RMS. James P concerned about use of Road, it was recently graded and it will need to be conditioned on the Development Approval that Event Organisers return the road to its prior condition post event. James B commented that Police have concerns over the amount of people coming. Andre also commented that concerned about coming & going of traffic onto the Bruxner Highway as it is on a curve. How can congestion be avoided? Jess H advised that the Traffic Control Plan needs to be amended to reflect VMS Board locations on the Highway, this will need to be issued under a Road Occupancy Licence. This will have to be treated as a Schedule 1 event with conditions applied in line with an Event Management Plan, Risk Management Plan, Public Liability Insurance. Managing the traffic appropriately is critical. Additional information to be provided to the Committee via email.

2. SUNNYSIDE LOOP ROAD – REQUEST FOR LINEMARKING

Gary requested linemarking be installed on Sunnyside Loop Road prior to the 80km zone.

ACTION:

Council to investigate and take photos of the location to ascertain if requires linemarking.

3. ROUSE STREET, ZIG ZAG LINEMARKING

Andre tabled a photo taken of Uralla main street depicting zig zag advanced linemarking on approaches to pedestrian crossings. He commented that on 2 occasions in the past 2 weeks one incident at 6:30am in Rouse Street and the other incident he was wearing high visibility clothing & was only able to stop traffic by waving his jacket when they slammed on their brakes. He suggested in light of personal incidents that the crossings are reinvestigated.

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ACTION:

Jess H will investigate zig zag pavement marking on approach to pedestrian crossings and will submit to the next LTC meeting. Andre said Council will do the linemarking if money is an issue. Jess also commented that because it's occurring in daylight hours as well it highlights awareness/visibility concerns outside of current lighting concerns.

4. URBENVILLE SIGNAGE

Gary requested signage depicting Urbenville on the Mount Lindesay Road. Discussion was held as to the importance of the route. Gary commented that it is the 2nd biggest town in the Shire and residents ask all the time where Urbenville is. Jess H suggested council determine the need for the sign. Gary commented that for Tourism it is the missing link from Tenterfield. Jess H suggested if already signposted at Woodenbong is there the need to change? Jess H commented that given there are multiple ways to reach Urbenville that the best practice would be to signpost the preferred/highest standard route only.

Glen L suggested that in time, if sign needs to be replaced it could be added then. James P added that the cost of signage is extreme. Jess H asked where is the preferred route Gary V said it's a loop road people look for it all the time.

ACTION:

Council to investigate. RMS can provide design advice if required.

There were a couple of additional items to table however it was decided to report on the items at next meeting.

NEXT MEETING

Future meeting dates will need to be discussed by email after the September Council meeting to be held Wednesday 26th September 2018.

There being no further business the Chairperson declared the meeting closed at 1.10 pm.

.....
Councillor Peter Petty
Mayor/Chairperson

Department:	Office of the Chief Executive
Submitted by:	Councillor Gary Verri
Reference:	ITEM NM7/18
Subject:	NOTICE OF MOTION - DROUGHT PROOFING FARM WATER

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - ENVO 10 - Environmental risks and impacts are strategically managed.
CSP Strategy:	We are prepared, resourced and educated as a community to deal with natural disasters such as bushfires, storm and flood events.
CSP Delivery Program	Review and ensure the integration of Council current studies and plans into strategic land use planning and operational planning documents and policies to support our emergency management function.

SUMMARY

The purpose of this Notice of Motion is, through advocacy, to secure Landcare funding for sustainable farm water supplies.

COUNCILLOR'S RECOMMENDATION:

That Council writes to the Hon Barnaby Joyce MP asking him to advocate of behalf of farm businesses to direct Landcare funding for 2019/2020 and 2020/2021 to assist in building secure water supplies for domestic use and stock.

BACKGROUND

Was introduced to help landowners and environmental groups enhance the natural environment. In past years Landcare has helped landowners do small amounts to clean out farm dams and under certain circumstances, install troughs and tanks.

It is almost logistically impossible to cart enough water for stock in drought situations. In addition, trucking the amount of water required for stock as well as trucking stock feed puts additional strain on ageing Council infrastructure.

Some regulations around stock watering dams should be relaxed.

REPORT:

The following points should be considered to assist landowners to have a sustainable water supply. It must be remembered that native animals also depend on farm dams for their water.

Having secure water supplies will also build resilience in a changing climate.

- Excavate dams so they are deeper (less evaporation);
- De silt dams and build silt traps;
- Build more dams;
- Assist with reticulated water systems, tanks, troughs, pumps and piping;
- Connect dams together so water can be pumped from dam to dam.

Notice of Motion No. 7 Cont...

COUNCIL IMPLICATIONS:

Limited implications exist for Council if any funding is made available through additional or redirected Landcare funding. It is anticipated that the funding management and operational items would not be undertaken by Council.

Should advocacy result in a successful policy change where funding from Landcare supports landholders to increase their water storage, it is envisaged that economic viability for participants and the Local Government area would also be increased.

**Gary Verri
Councillor**

Prepared by:	Gary Verri, Councillor
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 RES8/18
Subject:	Council Resolution Register - September 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.
CSP Delivery Program	Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.

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 September 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 13 (Booklet 5) - Resolution Register - September 2018	35 Pages