



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER ORDINARY COUNCIL MEETING WEDNESDAY, 27 FEBRUARY 2019

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the Tenterfield Shire Council Chamber, on **Wednesday, 27 February 2019** commencing at **9.30 am**.

Andre Kompler
Actg 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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7. URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

9. MAYORAL MINUTE

10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

- (ITEM COM2/19) LEASE OF 132 MANNERS STREET - TENTERFIELD CHILD CARE CENTRE
- (ITEM COM3/19) COMPULSORY ACQUISITION OF CROWN LAND FOR THE MOUNT LINDESAY ROAD UPGRADE, 0-6KM SECTION EAST OF LEGUME

- (ITEM ECO1/19) ACQUISITION OF PART OF LOT A DP 156474, 69 HIGH STREET TENTERFIELD FOR CONSTRUCTED CYCLEWAY
- (ITEM ECO2/19) MT LINDESAY ROAD UPGRADE PROJECT - CONSTRUCTION OF MT LINDESAY ROAD AND KILLARNEY ROAD INTERSECTION UPGRADE - CONTRACT NO. 04-18/19
- (ITEM ECO3/19) PANEL OF SUPPLY – TIMBER BRIDGE COMPONENTS - TENDER 10-18/19

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OUR COMMUNITY

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OUR ECONOMY

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OUR ENVIRONMENT

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(ITEM COM2/19)	LEASE OF 132 MANNERS STREET - TENTERFIELD CHILD CARE CENTRE
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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) (a) (f) (g) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals; AND matters affecting the security of the Council, Councillors, Council staff or Council property; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

(ITEM COM3/19)	COMPULSORY ACQUISITION OF CROWN LAND FOR THE MOUNT LINDESAY ROAD UPGRADE, 0-6KM SECTION EAST OF LEGUME
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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) (d(i)) of the Local Government Act, 1993, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

(ITEM ECO1/19) ACQUISITION OF PART OF LOT A DP 156474, 69 HIGH STREET TENTERFIELD FOR CONSTRUCTED CYCLEWAY

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

(ITEM ECO2/19) MT LINDESAY ROAD UPGRADE PROJECT - CONSTRUCTION OF MT LINDESAY ROAD AND KILLARNEY ROAD INTERSECTION UPGRADE - CONTRACT NO. 04-18/19

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

(ITEM ECO3/19) PANEL OF SUPPLY – TIMBER BRIDGE COMPONENTS - TENDER 10-18/19.

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

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 MIN1/19) CONFIRMATION OF PREVIOUS MINUTES

REPORT BY: Noelene Hyde, Executive Assistant & Media

RECOMMENDATION

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

- **Ordinary Council Meeting held on Wednesday, 19 December 2018**
- **Extraordinary Council Meeting held on Wednesday, 16 January 2019**

as typed and circulated, be confirmed and signed as a true record of the proceedings of those meetings.

ATTACHMENTS

- 1** Minutes - Ordinary Council Meeting - 19 December 2018 16 Pages
- 2** Minutes - Extraordinary Council Meeting - 16 January 2019 3 Pages

MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 19 DECEMBER 2018

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Tenterfield Shire Council Chamber on Wednesday 19 December 2018 commencing at 9.30 am.

ATTENDANCE

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

ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)
Executive Assistant & Media (Noelene Hyde)
Chief Corporate Officer (Kylie Smith)
Chief Operating Officer (Andre Kompler)

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.

WEBCASTING OF MEETING

I advise all present that this meeting is being streamed live and recorded for placement on Council's website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council's commitment to openness and accountability.

All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.

No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.

OPENING AND WELCOME

Mayor Petty welcomed Councillors to this, the last Council Meeting for 2018, noting the attendance of Senior Planner, Ms Tamai Davidson. He also extended a welcome to the large number of attendees in the public gallery.

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

287/18 Resolved that Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Name	Type	Item	Action
Cr B Petrie Cr T Peters Mayor P Petty Cr M Petrie Deputy Mayor G Sauer	Non Pecuniary Interest & Less Than Significant Non Pecuniary	ENV26/18 – DA 2018.087 – Funeral Home & Mortuary, 60 Polworth Street, Tenterfield	Will remain in the Meeting and vote.

(Gary Verri/Bronwyn Petrie)

Motion Carried

(ITEM MIN5/18) CONFIRMATION OF PREVIOUS MINUTES

288/18 **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting held on Wednesday, 28 November 2018

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

(Greg Sauer/Tom Peters)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

289/18 **Resolved** that the Addendum Report (Item COM27/18) be received and considered by Council in the appropriate section of the Business Paper.

(Gary Verri/Donald Forbes)

Motion Carried

CHANGE TO ORDER OF BUSINESS

290/18 **Resolved** that immediately following the Community Consultation (Public Access), Council consider Items COM26/18 and ENV26/18 relating to Development Application No 2018.087 - Funeral Home & Mortuary, 60 Polworth Street, Tenterfield.

(Donald Forbes/Greg Sauer)

Motion Carried

COMMUNITY CONSULTATION (PUBLIC ACCESS)

Item COM27/18 – Adoption of the Tenterfield War Memorial Baths – Pool Management Plan

The following community member addressed Council on this matter:

- Ms Danielle Kelly

Item ENV26/18 – Development Application No 2018.087 – Funeral Home & Mortuary, 60 Polworth Street, Tenterfield

The following community members address Council on this matter:

- Mr Glen Curry
- Ms Bernadette Dunnett
- Mr Ben Brown
- Mr Allan Williams

MAYORAL MINUTE

Nil.

(ITEM COM26/18) SUBMISSION OF PETITION - DEVELOPMENT APPLICATION NO. 2018.07 "FUNERAL HOME & MORTUARY" 60 POLWORTH STREET, TENTERFIELD

SUMMARY

The purpose of this report is to advise Council of a petition submitted on 30 November 2018 by Mr Mark Ibbett of 53 George Street, Tenterfield, with 48 other signatories, requesting that Council refuses a Development Application for a funeral home and mortuary on the corner of Polworth Street and the New England Highway, Tenterfield.

291/18 Resolved that Council:

- (1) Notes the tabling of a petition requesting that Council refuses approval for Development Application No. 2018.087 "Funeral Home and Mortuary" at 60 Polworth Street, Tenterfield; and
- (2) Considers the petition's request, as part of Council's deliberation and decision process, when considering all other public submissions for Development Application No. 2018.087 "Funeral Home and Mortuary" 60 Polworth Street, Tenterfield.

(Bronwyn Petrie/Michael Petrie)

Motion Carried

(ITEM ENV26/18) DEVELOPMENT APPLICATION NO. 2018.087 - FUNERAL HOME AND MORTUARY, 60 POLWORTH STREET, TENTERFIELD

SUMMARY

Development Application 2018.087 for a Funeral Home and Mortuary is presented to Council for consideration and determination. The proposal involves converting an existing building and construction of a new building on the site at 60 Polworth Street, Tenterfield. Council is in receipt of written objections and a petition in relation to the proposal. Pursuant to the provisions of *Tenterfield Local Environmental Plan 2013* The proposed development is permitted with Council consent in the RU5 Village Zone, is consistent with the objectives of the Zone and is recommended to Council for approval subject to conditions.

292/18 Resolved that Council:

- (1) Approve Development Application 2018.087 for a Funeral Home and Mortuary at 60 Polworth Street, Tenterfield subject to the conditions contained in Attachment 2 (Booklet 1).
- (2) Notify those persons who made submissions of Council's determination.

(Brian Murray/Greg Sauer)

Motion Carried

Item ENV26/18 is a Planning Item – voting to be recorded:

Voting in Favour of the Motion: Deputy May G Sauer, Cr G Verri, Cr T Peters, Cr B Petrie, Cr M Petrie, Cr J Macnish, Mayor P Petty

Voting Against the Motion: Cr B Rogan, Cr B Murray, Cr D Forbes

Cr Bronwyn Petrie foreshadowed a Motion in the new year - amendment to Council's Local Environment Plan regarding Crematoriums.

Notice of Rescission

Cr Brian Murray foreshadowed a Rescission Motion of Resolution 292/18.

Senior Planner Tamai Davidson left the meeting, the time being 10.15 am.

SUSPENSION OF STANDING ORDERS

- 293/18** **Resolved** that Standing Orders be suspended to allow for the conduct of a Citizenship Ceremony.

(Brian Murray/Bob Rogan)

Motion Carried

The Meeting adjourned for the Citizenship Ceremony of Mr Duncan Macpherson, followed by Morning Tea, the time being 10.30 am.

RESUMPTION OF STANDING ORDERS

- 294/18** **Resolved** that Standing Orders be resumed.

(Bronwyn Petrie/Tom Peters)

Motion Carried

The Meeting reconvened with the same members present and with the addition of Property, Building & Landscape Coordinator, Ms Heidi Ford and WHS Risk Management Officer, Mr Wes Hoffman, the time being 10.50 am.

OPEN COUNCIL REPORTS

OUR COMMUNITY

(ITEM COM25/18) PARKING FINE CONCESSIONS

SUMMARY

The Minister for Industrial Relations has announced plans to make parking fines fairer for residents across the State, by reducing the fine. Councils have the option to opt in by 1 January 2019. These Regulations exist to improve road safety and manage traffic congestion and reducing fines may impact their deterrence effect. By opting in, Councils who charge all fees would reduce 52 fines not just the original 10 announced.

- 295/18** **Resolved** that Council reply to the Minister that Tenterfield Shire Council will NOT be seeking to participate in the scheme and will continue to apply the non-concessional fee to deter motorists from not complying with limits on parking.

(Greg Sauer/Bob Rogan)

Motion Carried

(ITEM COM27/18) ADOPTION OF THE TENTERFIELD WAR MEMORIAL BATHS - POOL MANAGEMENT PLAN

SUMMARY

The purpose of this report is for Council to formally adopt the Tenterfield War Memorial Baths Pool Management Plan Version 2.1, after its initial implementation and review.

RECOMMENDATION

That Council adopt the Tenterfield War Memorial Baths Pool Management Plan Version 2.1 as attached.

(Bob Rogan/Don Forbes)

AMENDMENT

The following amendments be made to the Tenterfield War Memorial Baths Pool Management Plan:

- 9.4 Diving – first paragraph be amended to read “Bomb diving and flipping pool activities are not permitted”.
- 9.4 Diving – add new paragraph “Recreational standing start diving is permitted in water deeper than 1.8 metres at the discretion of the Pool Contractor based on a risk assessment at the time”.
- 9.4 Diving – Competition Diving – second paragraph – remove the word “block”.

(Bronwyn Petrie/Gary Verri)

Amendment Carried

- 296/18** **Resolved** that Council adopt the Tenterfield War Memorial Baths Pool Management Plan Version 2.1 as amended:

- 9.4 Diving – first paragraph be amended to read “Bomb diving and flipping pool activities are not permitted”.
- 9.4 Diving – add new paragraph “Recreational standing start diving is permitted in water deeper than 1.8 metres at the discretion of the Pool Contractor based on a risk assessment at the time”.
- 9.4 Diving – Competition Diving – second paragraph – remove the word “block”.

(Bob Rogan/Donald Forbes)

Motion Carried

Property, Building & Landscape Coordinator, Ms Heidi Ford and WHS Risk Management Officer, Mr Wes Hoffman left the meeting, the time being 11.34 am.

Manager Water & Waste, Ms Gillian Marchant entered the meeting, the time being 11.34 am.

OUR ECONOMY

(ITEM ECO27/18) MT LINDESAY ROAD \$24M PROJECT - TENTERFIELD SHIRE COUNCIL/ROADS & MARITIME SERVICES - PROJECT DELIVERY MEMORANDUM OF UNDERSTANDING

SUMMARY

The purpose of this report is to advise Council of the framework being put in place to manage the financial risks associated with the above \$24M grant funded project.

- 297/18** **Resolved** that Council endorse the Chief Executive signing the Memorandum of Understanding as between Tenterfield Shire Council and the NSW Roads & Maritime Services for the delivery of the \$24M Mt Lindesay Road Upgrade Project.

(Greg Sauer/Brian Murray)

Motion Carried

OUR ENVIRONMENT

(ITEM ENV27/18) RUBBISH & RECYCLING - REFERS TO NOTICE OF MOTION - RESOLUTION 48/18

SUMMARY

On the 28th March 2018 in Council Minute 48/18 pertaining to Notice of Motion NM4/18, Council resolved that "Council receives a report on the most up to date waste management systems, so the most up to date systems that are appropriate for our Council can be included in our Strategic Business Plan."

This report looks at systems available and provides recommendation to pursue where a business case can support the more cost efficient way of treating waste and subject to grant funding availability for capital.

- 298/18** **Resolved** that Council receives and notes the report in relation to the Notice of Motion.

(Gary Verri/Michael Petrie)

Motion Carried

(ITEM ENV28/18) WASTE BALER INFRASTRUCTURE

SUMMARY

This report provides recommendations to Council to provide an area appropriate for Council's asset as the cardboard baler. The area is required for weather protection of the asset as well as providing a hard stand for equipment utilisation (baler and forklift), and storage of baled materials.

299/18 Resolved that Council:

- (1) Proceeds with the construction of an extended roof and hardstand to enable protection and operation of Council's baler asset; and
- (2) Notes a future adjustment of \$60,000 in the December Quarterly Budget review for this expenditure with savings to fund it to be identified from additional revenue and savings in other areas of Council's waste operations; and
- (3) Extends the community advertising campaign for recycling changes; and
- (4) Reviews baler operation after six (6) months for Tenterfield's Waste Transfer Station recycling operation for extension to other transfer stations and kerbside recycling operations including additional staffing requirements.

(Bronwyn Petrie/Gary Verri)

Motion Carried

(ITEM ENV29/18) WASTE SERVICES REVIEW

SUMMARY

The purpose of this report is review the status of waste operations across the Tenterfield Shire and confirm the best financially sustainable and strategic way forward for provision of waste services.

300/18 Resolved that Council:

- (1) Notes the draft status of the current waste review consultant report; and
- (2) Notes 'Business as Usual' means maintaining current levels of service along with ongoing use of Boonoo Boonoo landfill per the GHD Masterplan for the next 50 years using the best available operational cost minimisation technology, retention of the current domestic waste management charge and the s501 charge with the same being indexed annually; and
- (3) Notes the current business model in the Consultant Review achieves a sustainable balanced budget over 10 years but operates in deficit for 4 years from 2022, albeit the same does not factor in current recycling cost increases being flagged by recycling facilities like Lismore Council which may dictate higher than predicted annual rate charges; and
- (4) Continue with the 'Business as Usual' (BAU) financial model whilst more detailed updated costing is obtained on waste review options and option assumptions are tested against factors that may cause a major change of operational direction; and
- (5) Note that the BAU strategy does not allow, over the next 10 years, for a reduction of the s501 and/or domestic waste charge (indexed annually); and

- (6) Effect a review of the waste charges in 2024 to confirm the adequacy of fees and charges to deal with Boonoo Boonoo Stage 2 landfill cell requirements; and
- (7) Do a survey update of Boonoo Boonoo land fill in April 2019 to provide clarity on rate of landfill use, and thereafter seek adjustment to Council's EPA License; and
- (8) Confirm Boonoo Boonoo landfill site water table ambiguity with a hydrogeological survey by July 2019 and commence the design, statutory approval process, and construction contract documentation process for Stage 1 cell development to ensure landfill cell completion by December 2021 (3 years time); and
- (9) By 2021 negotiate a contingency landfill arrangement in the event of issues with the development of Boonoo Boonoo Stage 1; and
- (10) By July 2019 determine minimum landfill closure and remediation requirements with EPA and a revised timeframe for the same to inform subsequent years capex and BAU modelling; and
- (11) By 2021, update Council's Waste Strategy.

(Bronwyn Petrie/Bob Rogan)

Motion Carried

Manager Water & Waste, Ms Gillian Marchant left the meeting, the time being 12.20 pm.

OUR GOVERNANCE

(ITEM GOV94/18) MONTHLY OPERATIONAL REPORT - NOVEMBER 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.

- 301/18** **Resolved** that Council receives and notes the status of the Monthly Operational Report for November 2018.

(Gary Verri/Brian Murray)

Motion Carried

(ITEM GOV95/18) COUNCIL RECESS PERIOD - 2018/2019 & DELEGATION FOR CHIEF EXECUTIVE LEAVE PERIOD

SUMMARY

The purpose of this report is for Council to approve recess arrangements and provide the Mayor and/or Deputy Mayor, and the Chief Executive with delegations over the recess period and provide delegation for Acting Chief

Executive during period of leave of Chief Executive.

RECOMMENDATION

That Council:

- (1) Be in recess from 22 December 2018 to 26 February 2019.
- (2) Pursuant to Section 377 of the *Local Government Act 1993*, delegate authority to the Mayor and/or Deputy Mayor, and the Chief Executive jointly to exercise any function of Council during the recess period with the exception of:
 - Determination of applications for all dwelling types and ancillary structures where significant objections have been received;
 - Rezoning matters;
 - Subdivision applications; and
 - Entering into Leases and Licences.
- (3) That a full list of any matters considered under such delegated authority be submitted for Council's information to the first 2019 Ordinary Council Meeting of Council to be held on 27 February 2019.
- (4) That Council approve the temporary appointment of Chief Operating Officer, Andre Kompler to the position of Acting Chief Executive for the period Monday, 18 February 2019 to Friday, 1 March 2019 inclusive; and
- (5) That subject to Section 377 of the *Local Government Act 1993*, the delegations of Council to the Chief Executive be conferred on the Acting Chief Executive, Andre Kompler for the period Monday, 18 February 2019 to Friday, 1 March 2019 inclusive.

(Gary Verri/Bob Rogan)

AMENDMENT

Addition of new Items (6) and (7):

- (6) That Council approve the temporary appointment of Manager Corporate Services, Governance & Records, Erika Bursford, to the position of Acting Chief Executive for the period Wednesday, 2 January 2019 to Monday, 7 January 2019; and
- (7) That subject to Section 377 of the *Local Government Act 1993*, the delegations of Council to the Chief Executive be conferred on the Acting Chief Executive, Erika Bursford for the period Wednesday, 2 January 2019 to Monday, 7 January 2019.

(Peter Petty/Bronwyn Petrie)

Amendment Carried

302/18 Resolved that Council:

- (1) Be in recess from 22 December 2018 to 26 February 2019.
- (2) Pursuant to Section 377 of the *Local Government Act 1993*, delegate

authority to the Mayor and/or Deputy Mayor, and the Chief Executive jointly to exercise any function of Council during the recess period with the exception of:

- Determination of applications for all dwelling types and ancillary structures where significant objections have been received;
 - Rezoning matters;
 - Subdivision applications; and
 - Entering into Leases and Licences.
- (3) That a full list of any matters considered under such delegated authority be submitted for Council's information to the first 2019 Ordinary Council Meeting of Council to be held on 27 February 2019.
- (4) That Council approve the temporary appointment of Chief Operating Officer, Andre Kompler to the position of Acting Chief Executive for the period Monday, 18 February 2019 to Friday, 1 March 2019 inclusive; and
- (5) That subject to Section 377 of the Local Government Act 1993, the delegations of Council to the Chief Executive be conferred on the Acting Chief Executive, Andre Kompler for the period Monday, 18 February 2019 to Friday, 1 March 2019 inclusive.
- (6) That Council approve the temporary appointment of Manager Corporate Services, Governance & Records, Erika Bursford, to the position of Acting Chief Executive for the period Wednesday, 2 January 2019 to Monday, 7 January 2019; and
- (7) That subject to Section 377 of the Local Government Act 1993, the delegations of Council to the Chief Executive be conferred on the Acting Chief Executive, Erika Bursford for the period Wednesday, 2 January 2019 to Monday, 7 January 2019.

(Gary Verri/Bob Rogan)

Motion Carried

(ITEM GOV96/18) ADMINISTRATION OF 2020 COUNCIL ELECTION

SUMMARY

The purpose of this Report is to gain Council approval to request the NSW Electoral Commission to administer all of Council's elections, polls and referenda with the exception of the Mayor and Deputy Mayor election by Councillors.

303/18 Resolved that Council:

- (1) Pursuant to s.296(2) and (3) of the *Local Government Act 1993* (NSW) ("the Act") that an election arrangement be entered into by contract for the Electoral Commissioner to administer all elections of the Council; and
- (2) Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a council poll arrangement be entered into by contract for the Electoral Commissioner to administer all councils polls of the Council; and

- (3) Pursuant to s. 296(2) and (3) of the Act, as applied and modified by s. 18, that a constitutional referendum arrangement be entered into by contract for the Electoral Commissioner to administer all constitutional referenda of the Council.

(Greg Sauer/Brian Murray)

Motion Carried

Manager Finance & Technology, Mr Paul Della entered the meeting, the time being 12.54 pm.

(ITEM GOV97/18) FINANCE & ACCOUNTS - PERIOD ENDED 30 NOVEMBER 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.

304/18 Resolved that Council:

- (1) Receive and note the Finance and Accounts Report for the period ended 30 November 2018; and
- (2) Approves and notes the minor administrative changes made to the Concealed Water Leakage Concession Policy (Policy Number 1.037).

(Greg Sauer/Michael Petrie)

Motion Carried

SUSPENSION OF STANDING ORDERS

305/18 Resolved that Standing Orders be suspended.

(Tom Peters/Gary Verri)

Motion Carried

The Meeting adjourned for lunch, the time being 12.56 pm.

RESUMPTION OF STANDING ORDERS

306/18 Resolved that Standing Orders be resumed.

(Greg Sauer/Bob Rogan)

Motion Carried

The Meeting reconvened with the same members present, the time being 1.54 pm.

(ITEM GOV98/18) CAPITAL EXPENDITURE REPORT AS AT 30 NOVEMBER 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.

- 307/18** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 30 November 2018.

(Greg Sauer/Bronwyn Petrie)

Motion Carried

RECOMMENDATION FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

- 308/18** **Resolved** that the following item be considered in the Confidential Section of the Meeting:

- Item ECO28/18 – Tender 02-18/19 – Provision of Street Sweeping for Tenterfield Streets.

(Greg Sauer/Gary Verri)

Motion Carried

Manager Finance & Technology, Mr Paul Della left the meeting, the time being 1.55 pm.

REPORTS OF DELEGATES & COMMITTEES

(ITEM RC27/18) REPORT OF COMMITTEE & DELEGATES - SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS JOINT MANAGEMENT COMMITTEE - 16 AUGUST 2018

SUMMARY

A meeting of the Sir Henry Parkes Memorial School of Arts Joint Management Committee was held on Thursday, 16 August 2018.

- 309/18** **Resolved** that the report of the Sir Henry Parks Memorial School of Arts Joint Management Committee meeting of 16 August 2018 be received and noted.

(Peter Petty/Greg Sauer)

Motion Carried

(ITEM RC28/18) REPORT OF COMMITTEES & DELEGATES - NSW PUBLIC LIBRARIES ASSOCIATION SWITCH CONFERENCE - 27 TO 30 NOVEMBER 2018

SUMMARY

The NSW Public Libraries Association Switch Conference was held in Coffs Harbour, 27 to 30 November 2018 and was attended by Delegate Cr John

Macnish, Cr Brian Murray and Senior Librarian Jenny Stoker.

- 310/18** **Resolved** that the report from Council's Delegate to the NSW Public Libraries Association SWITCH Conference be received and noted.

(John Macnish/Brian Murray)

Motion Carried

(ITEM RC29/18) REPORT OF COMMITTEES & DELEGATES – PARKS, GARDENS & OPEN SPACE ADVISORY COMMITTEE - 29 NOVEMBER 2018

SUMMARY

A meeting of the Parks, Gardens & Open Space Advisory Committee was held on Thursday, 29 November 2018.

- 311/18** **Resolved** that the report from the Parks, Gardens & Open Space Advisory Committee meeting of 29 November 2018 be received and noted.

(Peter Petty/Gary Verri)

Motion Carried

(ITEM RC30/18) REPORTS OF COMMITTEES & DELEGATES - 2018 NATIONAL ROADS CONGRESS - 20 TO 22 NOVEMBER 2018

SUMMARY

Mayor Peter Petty and Chief Executive Terry Dodds attended the 2018 National Roads Congress in Alice Springs from Tuesday, 20 November to Thursday, 22 November 2018.

- 312/18** **Resolved** that the report of the Mayor of the 2018 National Roads Congress at Alice Springs be received and noted.

(Peter Petty/Brian Murray)

Motion Carried

(ITEM RES11/18) COUNCIL RESOLUTION REGISTER - DECEMBER 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.

- 313/18** **Resolved** that Council notes the status of the Council Resolution Register to December 2018.

(Brian Murray/Bob Rogan)

Motion Carried

CONFIDENTIAL BUSINESS – SUSPENSION OF STANDING ORDERS

314/18 Resolved that Standing Orders be suspended and;

- a) the meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2) of the Local Government Act, 1993; and
- b) the Agenda and associated correspondence, unless specified are not to be released to the Public as they relate to a matter of either personal hardship, personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Gary Verri/Bob Rogan)

Motion Carried

The doors were closed to the public, the recording device turned off and the Meeting moved into Closed Committee, the time being 2.25 pm.

(ITEM ECO28/18) TENDER 02-18/19 - PROVISION OF STREET SWEEPING FOR TENTERFIELD STREETS

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

SUMMARY

The purpose of this report is for the Council to consider Tender 02-18/19 for the Provision of Street Sweeping Services in Tenterfield CBD and nominated carparks. It will be a recommendation to Council that the Tender received from Southern Downs Regional Council be accepted for a period of supply of two (2) years with the option of up to two (2) years contract extension subject to satisfactory evaluation by the Superintendent.

315/18 Resolved that Council:

- (1) Awards the Tender 02-18/19 to Southern Downs Regional Council to provide sweeping services to Tenterfield CBD streets and public carparks for a two (2) year period of supply, commencing from the date of contract award, at a total cost of \$135,800 (including GST); and
- (2) Authorises extension of the contract for a further two (2) years at Council's discretion subject to the terms and conditions contained in the contract documents.

(Brian Murray/Greg Sauer)

Motion Carried

RESUMPTION OF STANDING ORDERS

316/18 Resolved that Standing Orders be resumed.

(Gary Verri/Bob Rogan)

Motion Carried

The Meeting moved out of Closed Committee, the doors were opened to the public and the recording device switched on, the time being 2.39 pm.

In accordance with Section 253 of Local Government Regulations (General) 2005, the Mayor read the resolution as resolved by Council whilst in Closed Committee.

MEETING CLOSED

There being no further business the Mayor declared the meeting closed at 2.45 pm.

.....
Councillor Peter Petty
Mayor/Chairperson

MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF EXTRAORDINARY COUNCIL MEETING WEDNESDAY 16 JANUARY 2019

MINUTES OF THE **Extraordinary Council Meeting** OF TENTERFIELD SHIRE held at the Tenterfield Shire Council Chamber on Wednesday 16 January 2019 commencing at 9.00 am

ATTENDANCE

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

ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)
Admin & Web Assistant (Sarah Jarrett)
Chief Corporate Officer (Kylie Smith)
Chief Operating Officer (Andre Kompler)
Senior Planner (Tamai Davidson)

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.

WEBCASTING OF MEETING

I advise all present that this meeting is being recorded for placement on Council's website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council's commitment to openness and accountability.

All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.

No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.

OPENING AND WELCOME

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

APOLOGIES

Nil.

DISCLOSURE & DECLARATIONS OF INTEREST

1/19 Resolved that Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Name	Type	Item
Cr B Petrie Cr T Peters Mayor P Petty Cr M Petrie Deputy Mayor G Sauer	Non Pecuniary Interest & Less Than Significant Non Pecuniary	NM1/19 – Motion to Rescind Council Resolution No. 292/18

(Greg Sauer/Gary Verri)

Motion Carried

TABLING OF DOCUMENTS

Nil.

NOTICES OF MOTION

(ITEM NM1/19) MOTION TO RESCIND COUNCIL RESOLUTION NO. 292/18

SUMMARY

The purpose of this report is to consider a rescission motion in relation to Council Resolution Number 292/18 with regard to Development Application Number 2018.087 - Funeral Home and Mortuary 60 Polworth Street Tenterfield, submitted by Councillors Rogan, Murray and Forbes on 19 December 2018 and a motion to reject the said development application should the rescission motion be adopted.

COUNCILLOR RECOMMENDATION:

- 1) That resolution 292/18 of the Ordinary Council Meeting held on 19 December 2018 in relation to Item ENV26/18 'Development Application Number 2018.087 - Funeral Home and Mortuary 60 Polworth Street Tenterfield', namely:**

"That Council:

- (1) Approve Development Application 2018.087 for a Funeral Home and Mortuary at 60 Polworth Street, Tenterfield subject to the conditions contained in Attachment 2 (Booklet 1).*
- (2) Notify those persons who made submissions of Council's determination."*

be and is hereby rescinded.

(Bob Rogan/Brian Murray)

Item NM1/19 is a Planning Item – voting to be recorded:

Voting in Favour of the Motion: Cr B Rogan, Cr B Murray, Cr D Forbes

Voting Against the Motion: Deputy May G Sauer, Cr G Verri, Cr T Peters, Cr B Petrie, Cr M Petrie, Cr J Macnish, Mayor P Petty

Motion Lost

MEETING CLOSED

There being no further business the Mayor declared the meeting closed at 9.19 am.

.....
Councillor Peter Petty
Mayor/Chairperson

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM COM1/19
Subject:	Submission of Petition - Improvements and Upgrades to the Local Skate Park

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 that a petition signed by 43 petitioners was submitted on 14 January 2019 by Jake Little and Julian Dickson, requesting that improvements and upgrades at the skate park on Manners Street, Tenterfield, be undertaken by Council.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Notes the tabling of a petition requesting improvements and upgrades to the local skate park, and**
- (2) That Council consider the petition's request, as part of Council's four year Delivery Program and annual Operational Plan.**

BACKGROUND

Tenterfield Shire's skate park is located on a Crown reserve on the corner of Manners and Crown Streets, Tenterfield. The skate park has been used on a regular basis by children over the years that it has been in place. The petitioners indicate that they believe that it is out of date and requiring improvements and upgrades to be of ongoing use by the youth of Tenterfield Shire.

REPORT:

Council has received a petition on 14 January 2019, signed by 43 petitioners, requesting the following:

"Improvements and upgrades to the local skate park. We are improving the skate park because it keeps the youth out of trouble. The skate park also helps kids lose weight and is very fun for all kids. The reason we want an upgrade to the skate park is so us kids can progress and make it into a living. We would like a 3 foot spine, a 4.5 foot quarter with coping, a mini bowl and a 5 foot half pipe."

Council may wish to include a project to upgrade the skate park with these types of functionalities in the Operational Plan for 2019/2020 or subsequent years. A commensurate budget will also need to be identified and approved.

Our Community No. 1 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Local Government Act 1993
- Environmental Planning and Assessment Act 1979

3. Financial (Annual Budget & LTFP)

Nil at this stage. If included in Operational Plan the budget will need to be commensurate with the project that is developed.

4. Asset Management (AMS)

Nil at this stage, however amendments may need to be made to plans to include the scoped project proposed.

Also land requirements will need to be considered in the context of other land use and potential infrastructure needs.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Erika Bursford, Manager Customer Service, Governance & Records	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	1 Petition Improvements to SkatePark	4 Pages
	2 Petition Improvements to Skate Park - Original Submission	4 Pages

Improvements and upgrades to the local skate park

We are improving the skate park because it keeps the youth out of trouble. The skate park also helps kids lose weight and is very fun for all kids. The reason we want an upgrade to the skate park is so us kids can progress and make it into a living. We would like a 3 foot spine, a 4.5 foot quarter with coping, a mini bowl and a 5 foot half pipe.

	NAME	ADDRESS	DATE
1	Jake Little	61 Riley Street, Tenterfield	14/1/19
2	Julian Dickson	61 Riley Street, Tenterfield	14/1/19
3	James P.G	894 Reedy Creek Road, Tenterfield	14/1/19
4	Seth	240 Bulwer Street, Tenterfield	14/1/19
5	Dino Pasin	7 White Street, Stanthorpe	14/1/19
6	Troy Top	42 Curtin Road, Lyre	14/1/19
7	Calln Ewigul	242 Rouse Street, Tenterfield	14/1/19
8	Danielle Hickey	Wood Street, Tenterfield	14/1/19
9	Rebekah Wiltshire	Rouse Street, Tenterfield	14/1/19
10	Sarah Butler	52 Wood Street, Tenterfield	14/1/19
11	Trish Parker	Rouse Street, Tenterfield	14/1/19
12	R Everett	Rouse Street, Tenterfield	14/1/19

Improvements and upgrades to the local skate park

13	Josh Hill	23 Railway Street, Tenterfield	14/1/19
14	David Bolin	610 Sunnyside Loop Road, Tenterfield	14/1/19
15	Lauren Lavea	93 Pelham Street, Tenterfield	14/1/19
16	Jennifer Young	65 Scott Street, Tenterfield	14/1/19
17	Paris Haselsberger	13 High Street, Tenterfield	14/1/19
18	Locke McCotter	105 Billabrimba Road, Tenterfield	14/1/19
19	Shane Rose	Wizards Butchery	14/1/19
20	Sharon Clarke	137 Miles Street, Tenterfield	14/1/19
21	Vicky Wilson	59 Margetts Street, Wallangarra	14/1/19
22	Jacqueline Daly	Duncan Street, Tenterfield	14/1/19
23	Gary Sweetman	37 Dam Lane, Tenterfield	14/1/19
24	Cass Byrnes	124 Rouse Street, Tenterfield	14/1/19
25	Helen Powell	Lot 104 Mt Lindsay Road, Tenterfield	14/1/19
26	Christine Foster	Rouse Street, Tenterfield	14/1/19
27	Pauline Joe	Cowper Street, Tenterfield	14/1/19

Improvements and upgrades to the local skate park

28	Troy Gordon	225 Rouse Street, Tenterfield	14/1/19
29	Trudy Campbell	115 Duncan Street, Tenterfield	14/1/19
30	I E Hollanah	219 Rouse Street, Tenterfield	14/1/19
31	Taylor's Café	263 Rouse Street, Tenterfield	14/1/19
32	Sonia Kirby	21 Molesworth Street	14/1/19
33	Sallie McIntosh	1720 Bruxner Way, Tenterfield	14/1/19
34	Paulo Kellie	1720 Bruxner Way, Tenterfield	14/1/19
35	Cheryl Duroux	114 Petrie Street, Tenterfield	14/1/19
36	Adam McIntosh	114 Petrie Street, Tenterfield	14/1/19
37	Dean McIntosh	Logan Street, Tenterfield	14/1/19
38	Cindy Chapman	204 Logan Street, Tenterfield	14/1/19
39	Chloe Carpenter	225 Bulwer Street, Tenterfield	14/1/19
40	Sue Griffiths	14 Clarence Street, Tenterfield	14/1/19
41	Rose O'Neil	Tenterfield	14/1/19
42	Matt Stapleton	Tenterfield	14/1/19

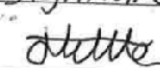


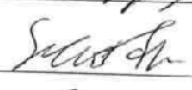






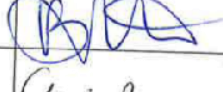
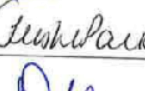
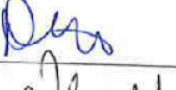
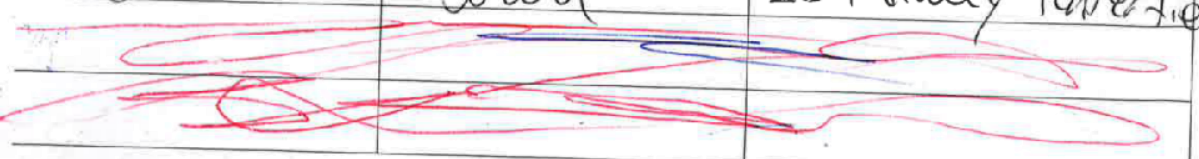
Improvements and upgrades to the local skate park

43	Sharalyn Dearden	Tenterfield	14/1/19
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Improvements and Upgrades 14/1/19 to the local skate park

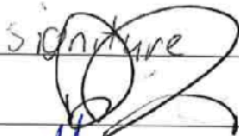



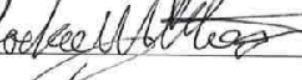
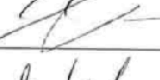
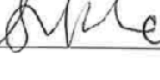


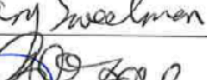

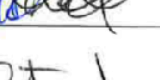



We are improving the skate park because it keeps the youth out of trouble. The skate park also helps kids lose weight and is very fun for all kids. The reason we want to upgrade the skate park is so us kids can progress and make it into a living. We would like a 3 foot spine a 4.5 foot quarter with coping and a mini bowl and a 5 foot half pipe.

Thank you

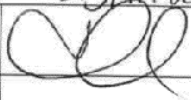
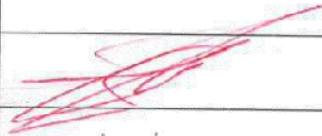
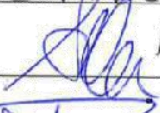
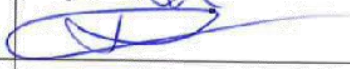

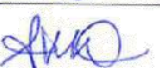
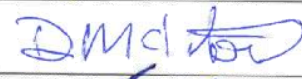
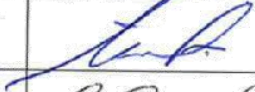

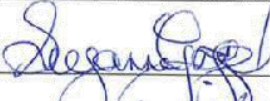



Name	Signature	Address
Jabe Little		61 riels street
Julian Dickson		61 riels street
James PG		894 Peedy creek Rd
Seth		240 bulwer st
Dino Pava		7 white st stanthorpe
Troy Top		42 curkie Rd lyre
Carlton Enniguel		242 Rouse St - Tenterfield
Daniel K Hickey		Wood St T'field
Rebekah Wiltshire		ROUSE ST - TENTERFIELD
Sarah Butler		52 wood ST. Tenterfield
Mish Parker		Rouse St T/Field
R Everett		Rouse St Tenterfield
Josh Hill		23 Railway Tenterfield
		

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Name	Signature	Address
DAVID BOLIN		610 SUNNYSIDE LOOP RD.
Lauren Lavea		93 Pelham Street.
Jennifer Young		65 Pratt St., Tenterfield
Paris HASELSBERGER		13 high street.
Locke McIlott		105 billabrink road
Shane Rose		wizards Butch
Sharon Clarke		137 miles st
Vicky Wilson		59 Margetts St Wallangarra
Jacqueline Daly		DUNCAN ST TENTERFIELD.
Gary Sweetman		37 Dam Lane Tenterfield
Cass Barnes		124 Rouse St. Tenterfield
Harry Dean		104 St Georges St Tenterfield
Christie Foster		Rouse St Tfield
Pauline Joe		Cowperst Tfield
SADY GORDON		225 Rouse St, T. Field.

①

Name	Signature	Address
Tindy Campbell		115 Dineen St Tenterfield.
LE Hollands		269 ROUSE ST TENTERFIELD
MAVARCH		263 ROUSE ST
Sonia Kirby	S. Kirby	21 Molesworth St
Sallie McIntosh		1720 Bruxner Way Tenterfield
Paulo Leao		" "
Cheryl Durack		114 Petrie St
Adam McIntosh		" " "
Dean McIntosh		Kogan St.
Cindy Chapman		204 KOGAN ST T. Field
Chloe Carpenter		225 Bulwer St Tenterfield
Sue Griffiths		14 Clarence St.
Rose O'Neill		T. Field
Hall Stapleton		T. Field
Shoralyn Dearden		T Field

[illegible]

Department:	Office of the Chief Operating Officer
Submitted by:	Technical Projects Engineer
Reference:	ITEM ENV1/19
Subject:	Water Dispensing Station at Urbenville

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 options for bulk potable water supply to Urbenville

OFFICER'S RECOMMENDATION:

That Council:

(1) Approves the purchase of a custom water dispensing station; and

(2) Authorise \$40,000 reallocation from current Capex budget item Tenterfield Mains Replacement (#7484 506) to fund this capital purchase.

BACKGROUND

Council has only one custom water dispensing station in Tenterfield Shire, located in Tenterfield Township. This station was upgraded from a standpipe to an automated dispenser in July 2018.

However, the cartage for the people of Urbenville to use the Tenterfield Dispenser is cost prohibitive due to the distances between Urbenville and Tenterfield. The closest water dispenser for residents of Urbenville is in Kyogle, which still incurs a significant cartage fee. The filling station at Casino is also used by the residents of Urbenville

As the drought continues, our residents are becoming dependent on bulk potable water purchases in order to supply drinking and sanitary water for their households. This is putting more financial burden on our residents, at an already difficult time. Council can support our local community by providing a potable water dispensing station at Urbenville.

Such will also support Tourism as water supplied to vans and campers would become a permanent fixture creating easy access to water and potentially increasing stays in the area.

REPORT:

Council currently provides our Shire with one potable water dispenser station located within Tenterfield Township. Access to this water is not feasible for our residents in the

Our Environment No. 1 Cont...

northern part of our Shire, namely Urbenville. In order to rectify this, Council has a few options:

1. Business as usual. Do not provide any additional water dispensing stations in the Shire and acknowledge that residents in the northern part of the Shire will have to source bulk potable water from outside of our Shire.
2. Install a water dispensing station at Urbenville to provide our residents in the northern part of the Shire with access to potable drinking water. This option is fully funded by Tenterfield Shire Council.
3. Install a water dispensing station at Urbenville to provide our residents in the northern part of the Shire with access to potable drinking water. Enter into discussions (note time delays) with Kyogle Council to joint fund the project as it will also benefit their residents at Woodenbong.
4. Enter into discussions with Kyogle Council to see if they will install a water dispensing station in Woodenbong (note, Tenterfield Shire Council provide water to Woodenbong).

The Tenterfield water dispensing station has a return between \$5,330 to \$8,428 per annum (non-drought period). Year to date, this financial year the standpipe has raised \$21,422, which shows the impact of the drought. The population of Urbenville (including Woodenbong and Muli Muli) is about 5.4 times smaller than the Tenterfield population. A conservative assumption is therefore that this area will use 5.4 times less water from a dispenser than Tenterfield. Therefore, during non-drought times, it would be expected to make between \$987 to \$1,561 per annum, with the potential of in excess of \$3,967 per annum in drought conditions.

Therefore, with a spend of \$40,000, the payback period would be at thirty (30) years at most.

In summary, the purchase of a new water dispensing station will:

- Provide residents of Urbenville, Woodenbong and Muli Muli with access to bulk potable water;
- Potentially increase Council's revenue by opening a new revenue stream;
- Assist our community during times of drought;
- Provide an upgradeable system that will reduce management and maintenance;
- Potentially assist an increase of tourism in the local area, as water to fill vans and campers would be available;

It is recommended that Council purchase a new water dispensing station that will accommodate Council's customers. (ie Option 2) recognise the long term needs of our community.

In the interim to getting in place Option 2, Council ie pursuing a temporary stand pipe/meter arrangement which will impose logistical issues and require administrative and management help outside of Tenterfield Shire Council's normal operations.

Our Environment No. 1 Cont...

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

Nil.

2. Policy and Regulation

Nil.

3. Financial (Annual Budget & LTFP)

As Council has no current allocation for this Capex in the current 2018/2019 budget, if Council approved this work, it has a choice of increasing the current 2018/2019 budget to accommodate this work, or Council can retain the existing total quantum of the 2018/2019 water budget, but authorise a \$40,000 reallocation to this project from the current mains replacement budget to be adjusted in the QBR. As Council reserves in water fund are minimal, it is recommended Council approve the reallocation.

Council are currently not receiving any revenue from bulk water purchases in Urbenville, as we do not currently offer this service. Residents currently buy water from Kyogle Shire. If Council proceeds with this water dispensing station, there will be an increase in revenue.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

The equipment recommended will improve Council's ability to more effectively and efficiently deliver its water services to Tenterfield.

8. Project Management

This report does not deal with a major project.

Andre Kompler
Chief Operating Officer

Prepared by staff member:	Melissa Blum, Technical Projects Engineer; Gillian Marchant, Manager Water & Waste
Approved/Reviewed by Manager:	Andre Kompler, Chief Operating Officer
Department:	Office of the Chief Operating Officer
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Operating Officer
Submitted by:	Manager Water & Waste
Reference:	ITEM ENV2/19
Subject:	Summary of Drought Relief Program derived from Mayoral Minute (Item NM5/18) Drought Relief -Potable Water Access

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

This report is provided to inform Council on the progress of the drought relief program in relation to potable water supplies.

OFFICER'S RECOMMENDATION:

That Council receive and note this report.

BACKGROUND

The drought conditions that have affected our shire was raised as a Mayoral Minute (ITEM MM5/18) by Council's Mayor Peter Petty. The resolutions carried by Council include;

- (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.

Item (2) to provide a report as an update is the basis for this report.

REPORT:

The drought relief assistance program is well supported by Council staff across all the sections of Council. This report has been generated from the two sections of Council involved in the relief program across the three directorates of the Chief Operating Officer and the Chief Corporate Officer included as the sections of Economic Development & Community Engagement and Water & Sewer.

To date, direct funding for water (potable) supplied through Council's dispensing machine has been managed and allocated by the Salvation Army. The water assists farmers in the drought by providing the essential drinking water, many in society take for granted.

Our Environment No. 2 Cont...

There are two water carters making deliveries on behalf of the Salvation Army and one water carter has supplied community members with 51 loads or 881,025 liters of water. The second water carter was unavailable to provide information at the time of undertaking this report.

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

Council is committed to providing assistance for our drought affected community and have provided information and links to services related to; assistance relief, funding, taxation, health and mental health. Council provide this information as a webpage (Figure 1) located at <https://www.tenterfield.nsw.gov.au/news/relief-our-farmers>

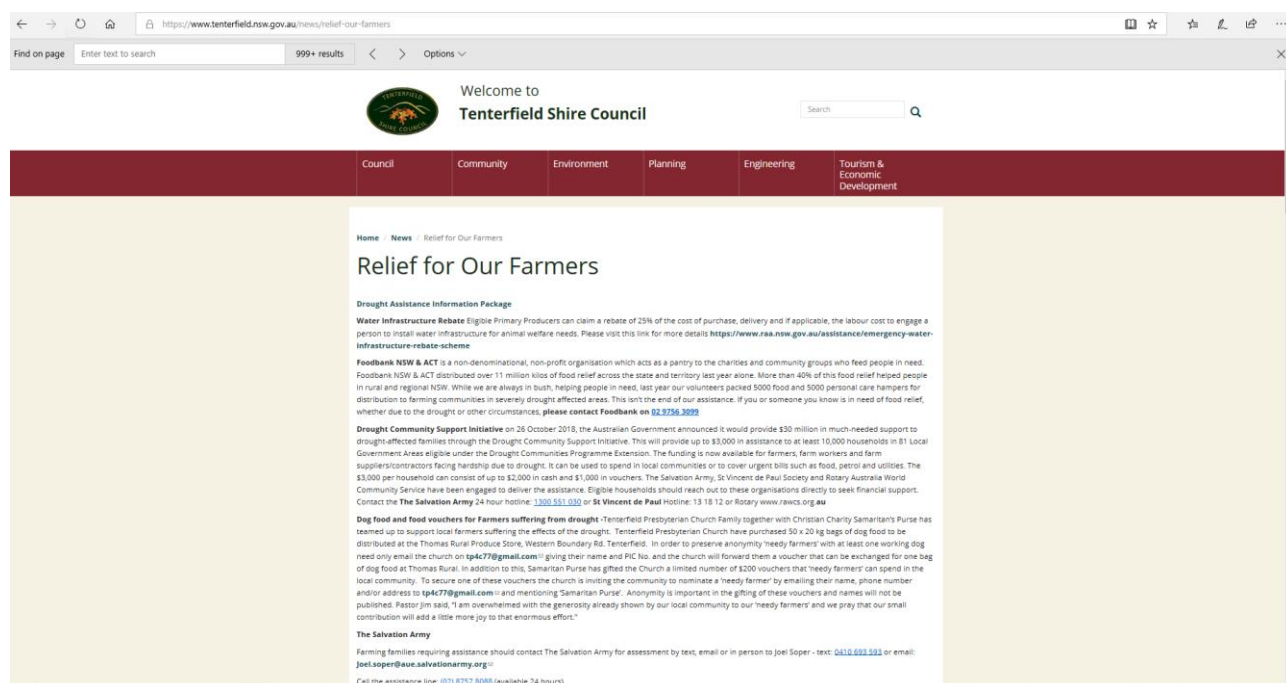


Figure 1 Council's Webpage for Drought Relief

2. Policy and Regulation

- TSC Community Engagement Policy 1.036
- Local Government Act NSW 1993;
- NSW Local Government (General) Regulations 2005;

3. Financial (Annual Budget & LTFFP)

Council has provided \$25,000 directly to the Salvation Army for supply of potable water to the effected community members.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

Our Environment No. 2 Cont...

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Andre Kompler
Acting Chief Executive

Prepared by staff member:	Gillian Marchant, Manager Water & Waste
Approved/Reviewed by Manager:	Andre Kompler, Acting Chief Executive
Department:	Office of the Chief Operating Officer
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV1/19
Subject:	Monthly Operational Report - December 2018/January 2019

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 December 2018/January 2019.

Andre Kompler
Acting Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media	
Approved/Reviewed by Manager:	Andre Kompler, Acting Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 1 (Booklet 1) - Monthly Operational Plan - December 2018 / January 2019	187 Pages

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV2/19
Subject:	National General Assembly of Local Government 2019

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is for Council to consider the attendance of the Chief Executive and Mayor at the National General Assembly of Local Government 2019 in Canberra, 16-19 June 2019 and to call for submission of Motions.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Approve the attendance of Chief Executive Terry Dodds and Mayor Peter Petty at the National General Assembly of Local Government 2019 to be held in Canberra, 16 to 19 June 2019; and**
- (2) Council endorse the submission of motions for debate – submission date being midday, Friday 29 March 2019.**

BACKGROUND

Each year Council budgets for the attendance of the Mayor and Chief Executive at this very important Local Government event. The Mayor is Council's voting delegate.

In addition to attending the National General Assembly (NGA), the opportunity is taken to meet with our local Federal Member and other Federal politicians to discuss issues of importance to our Shire and to lobby for funding where appropriate.

REPORT:

The theme of the 2019 National General Assembly is "Future Focused".

The program reflects not just the wide scope and importance of Local Government, but its ability to influence and affect fundamental change and improvement at the community level.

A significant number of motions will be put to the Assembly, generating lively, vigorous and constructive debate. All of the motions that are supported at the NGA are submitted

Our Governance No. 2 Cont...

to the Australian Local Government Association (ALGA) Board for consideration and aim, ultimately, to advance the cause of Local Government and the communities we seek to serve.

Regional Cooperation and Development Forum 2019

This year's Forum has two main themes. The first them is "Boom or Bust: The Regional Yo-Yo Diet" the rising pressures of rapidly growing regions, and those in decline, who are the winners and losers and how it relates to housing, youth, immigration and social cohesion, the impact of drought, funding and resilience. The second theme is "Connected Communities" Digital readiness, the importance of social connectivity in a digital world, transport linkages and the challenges of digital demography with large, geographically-dispersed communities

The Forum will be held on Sunday, 16 June 2019.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Council's Payment of Expenses & Provision of Facilities to Councillors Policy.

3. Financial (Annual Budget & LTFP)

- Registration -\$989.00 x 2 (Early Bird prior to 10 May 2019)
- Accommodation – Policy allows \$350.00 per night x 2 (4 nights)
- Return Airfare – Approximately \$500.00 x 2

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Andre Kompler
Acting Chief Executive

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

Our Governance No. 2 Cont...

Attachments:

1	National General Assembly 2019 Program	9 Pages
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Great Benefits of NGA



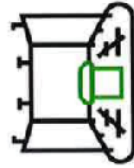
Experts and influencers

- Meet experts and influencers face to face.



60+ exhibitors

- Encounter over 60 exhibitors with innovative and new solutions specifically to address Local Government issues.



Largest national conference

- for Local Government held in Australia with over 800 delegates.



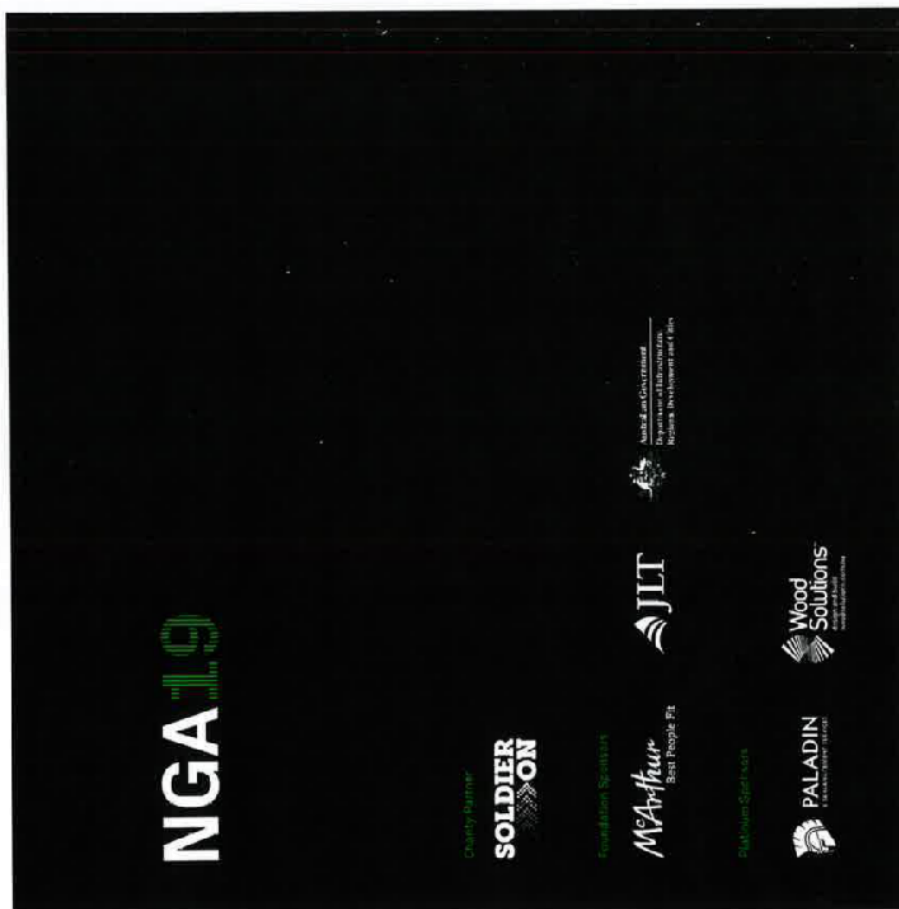
140+ motions debated

- Over 140 motions debated and used to engage with 24 Ministers and Federal portfolios.



15+ networking hours

- Over 15 hours available to network with other local government leaders.



President Welcome

National General Assembly
16—19 June 2019

Dear Colleagues,

It is my pleasure to invite you to the 2019 National General Assembly of Local Government at the National Convention Centre in Canberra on 16 to 19 June.

This year we are Future Focused as we mark the NGA's 25th anniversary, celebrating past achievements whilst firmly focused on the future.

Our theme this year acknowledges that change is constant - and we know you want your council to be positioned to seize the opportunities and reap the rewards for your communities.

Change is everywhere be it digital transformation, community activism, ageing demographics, population policies, planning overlays, voter recognition, artificial intelligence and even self-driving cars are just around the corner. Layers of complexity are added by attitudes to climate change, energy generation, cost shifting and tax distributions. Not to mention increasing community expectations about the level and types of services and infrastructure provided by councils.

It is up to each and every council to understand these developments, work through the challenges, and find the best way to shape their response to

their communities. The NGA this year will consider what councils can do today to get ready for the challenges, opportunities and changes that pave the path ahead.

As part of our exciting program, delegates can look forward to hearing from leading politicians, receiving useful insights from nation-leading experts, being inspired by keynote speakers at the forefront of community engagement and crowd-powered communities, and concurrent sessions exploring housing affordability and density pressures, community harm and waste. Together we will ignite thought-provoking discussions about what can be expected as we look to the future.

Previous NGAs have provided participants with experiences, inspiration, information and an abundance of tools and techniques to take back and apply in their councils. This year will be no exception.

This year's NGA will also be held just after the next federal election. Before the dust settles, join us to make sure the incoming government is focussed on the future of our sector, and the future prosperity and wellbeing of our communities. When we come together, the power of our collective voices working to sustain vital funding and programs for local government cannot be denied - it is an unmissable opportunity for your council's voice to be heard.

The NGA is the only event on the local government calendar that truly brings councils, staff and industry together nationwide to advocate, network, celebrate, learn and build strategic relationships that, collectively, will position participants at the forefront of local governance in Australia.

Are you Future Focused?



Mayor David O'Loughlin
ALGA President

Key Dates:
Registration of Members for Breakfast
By 11.59pm Friday 20 March 2019
Early Bird Registration
On or before Friday 10 May 2019
Standard Registration
On or before Friday 7 June 2019
Late Registration
After Friday 7 June 2019



Future
Focused
NGA 25
25 Years of NGA

2019 Speakers

Keynote Speakers



KAREN MIDDLETON
Political Commentator
The ins-and-outs for Local Government post-election.



KURT FEARNLEY
Paralympic Champion
An incredible story of drive and courage who will also provide insights into the opportunities to improve services for the disabled.



KYLIE COCHRAN
Community Engagement Specialist
A fantastic presenter that makes understanding community engagement a pleasure through practical examples and humour.



STEVE SAMMARTINO
Australian Futurist, Author, Technologist and Speaker
Futurist, whose energy and passion will challenge current thinking and what to anticipate in the future.



GRETEL KILLEEN
TV Personality
Gretel's knack for humorous story telling draws on her family farming background and varied TV hosting experiences.



NATALIE EGGLETON
CEO — Foundation for Rural and Regional Renewal
Natalie works with philanthropists, business and government to strengthen rural, regional and remote communities.



DR ERIN LALOR
CED — Alcohol and Drug Foundation
Providing insights on how councils are achieving great outcomes in reducing drug and alcohol use in their communities.



DR JÓN SIGURÐSSON
Drug Prevention in Iceland
An international perspective on how to tackle youth drug use.

Provisional Program

2019 National General Assembly
16—19 June

National Convention Centre
Canberra

Future Focused
25 Years of NGA

SUNDAY 16 JUNE

08:00am	Registration Opens
09:00am - 07:00pm	Welcome Reception

MONDAY 17 JUNE

08:00am	Opening Ceremony Hear and Welcome to Country
09:00am	ALGA President Opens the Assembly
09:00am	Prime Minister Address
10:00am	ALGA President Address
10:30am	NGA 25th TGA
11:00am	Keynote Address Laura Mordant — New and Local Government the First Election

11:45am	Panel of Mayors Show of Hands for Local Government First Election
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12:00pm	Keynote Address Steve Sammartino — Criminal Profiling Economists Exploring a future where the way forward resolves funding and the technology world of growth and innovation to help with agriculture and communities.
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02:00pm	Councils Using Technology to Excel
03:00pm	NGA 25th TGA
03:00pm	Debate on Mayors
04:00pm	Federal Minister for Local Government
04:00pm	ALGA President Elope
07:00pm	Networking Dinner Australian War Memorial

TUESDAY 18 JUNE

08:00am	Keynote Address Andrew Barr, Dean of Research and Innovation, UNSW — The Role of Local Government in Resolving Australia's in the 21st Century
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10:00am	Keynote Address Kyle Eckstein, Global Leader in Community Engagement — Engaging with Your Community in the Future
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11:00am	NGA 25th TGA
11:00am	Debate on Mayors

12:00pm	Concurrent Sessions Housing your Community TBC
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01:00pm	Exploring Community Hubs Dr Jan Sigmund — Working with local government and community to create hubs in a precinct approach from London
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01:00pm	Dr Glen Lister — Local Drug Action Teams — An Australian community for a new built environment in your community TBC
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02:00pm	NGA 25th TGA
02:00pm	Debate on the Opposition Address
04:00pm	Debate on Mayors
07:00pm - 11:00pm	National General Assembly Dinner to be announced

WEDNESDAY 19 JUNE

08:00am	The Great Debate Resolving Good Mobility: Buss Stoppage David Pritchard, Institute of Management and Finance — Leadership Matters
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10:00am	Keynote Address ALGA President's Closing — ALGA National Closing Remarks
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12:00pm	ALGA President's Closing — ALGA National Closing Remarks
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12:00pm	ALGA President's Closing — ALGA National Closing Remarks
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PROVISIONAL PROGRAM

2019 REGIONAL COOPERATION
AND DEVELOPMENT FORUM

SUNDAY 16 JUNE

NATIONAL CONVENTION CENTRE
CANBERRA

**REGIONS ARE DYNAMIC, MOVING THROUGH BOOM AND
BUST CYCLES AND TIMES OF GROWTH AND DECLINE.
WITH CASE STUDIES AND FACILITATED HYPOTHETICAL
SESSIONS AND Q&A PANELS OF INDUSTRY EXPERTS, THIS
YEAR'S FORUM FOCUSES ON 2 MAIN THEMES:**

BOOM OR BUST: THE REGIONAL YO-YO DIET

The rising pressures of rapidly growing regions, and those
in decline, who are the winners and losers and how it relates
to housing, youth, immigration and social cohesion, the
impact of drought, funding and resilience.

CONNECTED COMMUNITIES

Digital readiness, the importance of social connectivity
in a digital world, transport linkages and the challenges
of digital demography with large, geographically-dispersed
communities.

SUNDAY 16 JUNE	
09:30am	Wally Ball — Welcome to Country
09:40am	ALGA's President Opening
09:50am	Keynote Address Gretel Killen — Personal experiences in our regions, setting the scene and hypothetical introduction
10:05am	Boom or Bust: the Regional Yo-Yo Diet Examining regional growth and decline related to social cohesion, settlement, impacts of drought and funding
11:15am	Morning Tea
11:45am	Shadow Minister for Regional Services, Territories and Local Government Address
12:00pm	Q&A Panel How regional leaders are tackling real problems in our rural and regional communities
12:45pm	State of the Regions Report Launch
01:15pm	Lunch
02:15pm	Connected Communities Exploring digital readiness telecommunications, transport, youth projects and successful Local Government initiatives
03:30pm	Afternoon Tea
04:00pm	Minister for Regional Development, Territories and Local Government
04:15pm	Closing remarks

REGIONAL FORUM 2019



General Information

Payment Procedures:

Payment can be made by:
Credit card
MasterCard and Visa
Cheque
Made payable to ALGA
Electronic Funds Transfer
Bank: Commonwealth Bank
BANKING: COTTON
BSB: 062805
Account No: 10097760

NOTE: If paying via EFT you must quote your transaction reference number on the registration form.

Cancellation Policy:

All alterations or cancellations to your registration must be made in writing and will be acknowledged by email. Notification should be sent to:

Conference Co-ordinators
PO Box 1984
Chisholm ACT 2805
Email: conference@conco.com.au
Fax: 02 6292 9002

An administration charge of \$110.00 will be made to your payment cancelling before Friday 10 May 2019.

Cancellations received after Friday 10 May 2019 will be required to pay full registration fees. However, if you are unable to attend, substitutes are welcome at no additional cost.

By submitting your registration you agree to the terms of the cancellation policy.

Photographs:

During the National General Assembly there will be a contracted photographer; the photographer will take images during the sessions and social functions.

If you have your picture taken it is assumed that you are giving consent for ALGA to use the image.

Images may be used for print and electronic publications.

Privacy Disclosure:

ALGA collects your personal contact information in its role as a peak body for local government. ALGA may disclose your personal contact information to the sponsors of the event for the purposes of commercial business opportunities. If you consent to ALGA using and disclosing your personal contact information in this way, please tick the appropriate box on the registration form.

Importantly, your name may also be included in the General Assembly List of Participants. You must tick the appropriate box on the registration form if you wish your name to appear in this list.

Canberra Weather in June:

Winter days in Canberra are characterised by clear sunny skies but the days are cool at around 12-15C and temperatures do drop to 1C on average in the evenings, so be sure to bring a warm jacket. Mornings can be foggy so keep this in mind when booking flights. It is best to avoid early arrivals or departures in case of delays due to fog.

Coach Transfers:

Welcome Reception and Exhibition Opening — Sunday 16 June 2019
Coaches will collect delegates from all General Assembly hotels (except Crowne Plaza Canberra) at approximately 4.45pm. The return coaches will depart at 7.00pm.

Daily Shuttles to and from the National Convention Centre
A shuttle service between all General Assembly hotels (except Crowne Plaza Canberra) and the National Convention Centre will operate between 8.00am and 6.30pm. Return shuttles will depart the National Convention Centre at 5.30pm.

Networking Dinner-Australian War Memorial — Monday 17 June
Coaches will collect delegates from all General Assembly hotels at approximately 6.45pm. A return shuttle service will commence at 10.15pm.

General Assembly Annual Dinner: To be announced — Tuesday 18 June
Coaches will collect delegates from all General Assembly hotels at approximately 6.45pm. A return shuttle service will operate between 10.30pm and 11.45pm.

Car Parking:

Parking for delegates is available underneath the National Convention Centre for a cost of approximately \$19.00 per day. Alternatively, voucher public parking is available 300m from the Centre at a cost of approximately \$15.70 per day. The voucher machines accept either coins or credit cards (Visa or MasterCard).

General Registration

GENERAL ASSEMBLY REGISTRATION FEES

Registration Fees — Early Bird
Payment received by Friday 10 May 2019

Registration Fees — Standard
Payment received on or before Friday 7 June 2019

Registration Fees — Late
Payment received after Friday 7 June 2019

INCLUSIONS

- Attendance at all General Assembly sessions
- Morning tea, lunch and afternoon tea as per the General Assembly program
- 1 Ticket to the Welcome Reception Sunday 16 June
- General Assembly satchel and materials

INCLUSIONS

- Attendance at all General Assembly sessions on the day of registration
- Morning tea, lunch and afternoon tea as per the General Assembly program on that day
- General Assembly satchel and materials

SUNDAY REGIONAL FORUM REGISTRATION FEES

From Only — Sunday 16 June 2019

NGLA Delegates
Accompanying Delegates (the spouse and family of the NGLA delegate) are entitled to this discount

ACCOMPANYING PARTNERS REGISTRATION FEES

Accompanying Partners Registration Fee

- 1 Ticket to the Welcome Reception — Sunday 16 June
- Day Tour Lake Cruise to Monet — Monday 17 June
- Day Tour Pottery and Wine Experience — Tuesday 18 June
- Lunch with General Assembly Delegates — Wednesday 19 June

Social Functions

Aircraft in the Over The Top: The Great War in the Air exhibition.

...to have the opportunity to work with delegates from other countries and organizations.

Note: Numbers are limited and booking

...ally is highly recommended.

General Assembly Dinner
Tuesday 19 June 2019

Note: Bookings are accepted in order of receipt.

Crowne Plaza

apply if more than 2 guests are within the same room.

one room, Studio Apartment: \$210 per night

- Single/twin/double

— Single/twin/double

Mantra
34 Northbourne Avenue, Canberra

located within the CED and approximately

a 15-20 minute walk from the National Convention Centre

Bedding configuration in a hotel room is one king or two single beds and a 1 bedroom apartment has one queen or two singles.

Hotel Room \$240 per night
— Single/twin/double

— Single/twin/double

Novotel

Located on Northbourne Avenue, one

of Canberra's main thoroughfares, the

Twin option for the Standard Room type consists of two double beds and two

Medina Apartment Hotel

Note: Reception operates between the

— Single/twin/double
2 Bedroom Apartment \$299 per night

QT Hotel
1 London Circuit, Canberra

Twin option at the hotel consists of two single beds.


Future
Focused

NGA19

16—19 June 2019, Canberra
National Convention Centre

► Registration:
Online: nga19.com.au
Hard copy registration
forms and PDF versions
are available by emailing:
NGA@confco.com.au

► Debate on Motions:
To assist in identifying
motions for the 2019 NGA,
a discussion paper has
been prepared and is
available at: ALGA.asn.au
Submission of motions
can also be accessed at:
ALGA.asn.au

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Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM GOV3/19
Subject:	Tenterfield Shire Council Audit & Risk Committee Updates

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 to Council the updated Audit and Risk Committee Charter.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopt the updated Audit and Risk Committee Charter, and**
- (2) That Council appoint Audit and Risk Committee member Mr Geoff King as Chair of the Audit & Risk Committee.**

BACKGROUND

The Audit & Risk Committee provides independent assurance and assistance to Council on areas including risk management, audit, governance, and external accountability responsibilities. The Committee is currently made up of three external, independent, members and two Council representatives, and operates under the Audit and Risk Committee Charter.

REPORT:

Charter Update

Under section 6.7 of Council's Audit and Risk Committee Charter (the Charter), the Audit and Risk Committee is required review the Charter at least once every two years, and within 12 months of a quadrennial election of Council. The Charter was last reviewed and adopted in September 2016 (Res No. 214/16).

The Charter has been updated to reflect the current organisational structure, and appears in red text in the attachment. There are no functional changes or amendments to the Charter. The Audit and Risk Committee have reviewed the update and agree to the changes.

Appointment of New Committee Chair

Mr Peter Sheville, formerly of Vincent's, has been the Chair of Council's Audit and Risk Committee since empanelling of the current Committee in 2016. Peter has advised the

Our Governance No. 3 Cont...

Committee that he will be splitting his time between Australia and overseas as of January 2019. He has indicated that while it is possible for him to remain on the Committee, it would be prudent for Council to appoint another Committee member to the position of Chair. Mr Geoff King has been recommended for appointment as Chair by both of Council's other external Committee members, being Peter Sheville and Mr Andrew Page, of Southern Downs Regional Council.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

Nil.

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Erika Bursford, Manager Customer Service, Governance & Records
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Audit & Risk Committee Charter - 7 2019 Pages



AUDIT & RISK COMMITTEE CHARTER

1. Objective

The objective of the Audit & Risk Committee (the Committee) is to provide independent assurance and assistance to Tenterfield Shire Council on areas including risk management, audit, governance, and external accountability responsibilities.

2. Authority

The Council authorises the Committee, within the scope of its role and responsibilities, to:

- a) Obtain the information that it needs (subject to any legal obligations to protect information);
- b) Discuss matters with the external auditor or other external parties (subject to confidentiality considerations);
- c) Request the attendance of a senior staff member or Councillor at committee meetings, and
- d) Obtain external legal or other professional advice considered necessary to meet its responsibilities.

3. Composition and Tenure

The Committee will consist of the following:

3.1 Members (voting)

- The Council Mayor; plus
- One (1) other Elected Member of Council; plus
- Three (3) Independent external members (not members of the Council), with one to be the Chairperson.

3.2 Attendees (non-voting)

- Chief Executive (General Manager)
- Chief Corporate Officer
- Manager Customer Services, Governance & Records
- Manager Finance & Technology
- Executive Assistant & Media

3.3 Invitees (non-voting) for specific Agenda items

- Representatives of Council's external auditor;
- Representatives of Council's internal auditor/s;
- Representatives of the Audit Office of NSW, and
- Other Council officers may attend to provide information or by invitation of the Committee.

The independent external members will be appointed for the term of Council, after which they will be eligible for extension or re-appointment following a formal review of their performance.

The members of the Committee, taken collectively, will have a broad range of skills and experience relevant to the operations of Tenterfield Shire Council. At least one member of the Committee shall have accounting or related financial management experience, with an understanding of accounting and auditing standards in a public sector environment.

4. Role and Responsibilities

The Committee has no executive powers, except those expressly provided by the Council.

In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Council and the **Chief Executive** as defined by the Local Government Act.

The responsibilities of the Committee may be revised or expanded by the Council from time to time. The Committee's responsibilities are:

4.1 Risk Management

- a) Review whether management has in place a current and comprehensive risk management framework, and associated procedures for effective identification and management of business and financial risks, including fraud.
- b) Review whether a sound and effective approach has been followed in developing strategic risk management plans for major projects or undertakings;
- c) Review the impact of the risk management framework on its control environment and insurance arrangements, and
- d) Review whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether plans have been tested periodically.

4.2 Control Framework

- a) Review whether management has adequate internal controls in place, including over external parties such as contractors and advisors;
- b) Review whether management has in place relevant policies and procedures, and these are periodically reviewed and updated;
- c) Progressively review whether appropriate processes are in place to assess whether policies and procedures are complied with;
- d) Review whether appropriate policies and procedures are in place for the management and exercise of delegations, and
- e) Review whether management has taken steps to embed a culture which is committed to ethical and lawful behaviour.

4.3 External Accountability

- a) Satisfy itself the annual financial reports comply with applicable Australian Accounting Standards and supported by appropriate management sign-off on the statements and the adequacy of internal controls.
- b) Review the external audit opinion, including whether appropriate action has been taken in response to audit recommendations and adjustments.

- c) To consider contentious financial reporting matters in conjunction with council's management and external auditors.
- d) Review the processes in place designed to ensure financial information included in the annual report is consistent with the signed financial statements.
- e) Satisfy itself there are appropriate mechanisms in place to review and implement, where appropriate, relevant State Government reports and recommendations.
- f) Satisfy itself there is a performance management framework linked to organisational objectives and outcomes.

4.4 Legislative Compliance

- a) Determine whether management has appropriately considered compliance risks as part of risk assessment and management arrangements.
- b) Review the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies.

4.5 Internal Audit

- a) Act as a forum for communication between the Council, **Chief Executive, Executive Management Team**, internal audit and external audit.
- b) Review the internal audit coverage and Internal Audit Plan, ensure the plan has considered the Risk Management Plan, and approve the plan.
- c) Consider the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved Internal Audit Plan.
- d) Review all audit reports and consider significant issues identified in audit reports and action taken on issues raised, including identification and dissemination of better practices.
- e) Monitor the implementation of internal audit recommendations by management.
- f) Periodically review the Internal Audit Charter to ensure appropriate structures, authority, access and reporting arrangements are in place.
- g) Periodically review the performance of Internal Audit.

4.6 External Audit

- a) Act as a forum for communication between the Council, **Chief Executive, Executive Management Team**, internal audit and external audit.
- b) Provide input and feedback on the financial statements and performance audit coverage proposed by external audit, and provide feedback on the external audit services provided.
- c) Review all external plans and reports in respect of planned or completed external audits, and monitor the implementation of audit recommendations by management.
- d) Consider significant issues raised in relevant external audit reports and better practice guides, and ensure appropriate action is taken.

4.7 Responsibilities of Members

Members of the Committee are expected to:

- a) Understand the relevant legislative and regulatory requirements appropriate to Tenterfield Shire Council.
- b) Contribute the time needed to read and understand the papers provided.
- c) Apply good analytical skills, objectivity and good judgment.
- d) Express opinions frankly, ask questions that go to the fundamental core of issues, and pursue independent lines of enquiry.
- e) Comply with Council's Code of Conduct.

5. Reporting

At the first Committee meeting after 30 June each year, Internal Audit will provide a performance report of:

- a) The performance of Internal Audit for the financial year as measured against agreed performance indicators.
- b) The approved Internal Audit Plan of work for the previous financial year showing the current status of each audit.

The Committee will report annually, to the governing body of council on the management of risk and internal controls.

6. Administrative arrangements

6.1 Meetings

The Committee will meet four times per year, with one of these meetings to include review and endorsement of the annual audited financial reports and external audit opinion.

The need for any additional meetings will be decided by the Chair of the Committee, though other Committee members may make requests to the Chair for additional meetings.

A forward meeting plan, including meeting dates and agenda items, will be agreed by the Committee each year. The forward meeting plan will cover all Committee responsibilities as detailed in this Audit Committee Charter.

6.2 Attendance at Meetings and Quorums

A quorum will consist of a majority of Committee members, including at least one independent member. Meetings can be held in person, by email, by telephone or by video conference.

The Chief Executive, the Chief Corporate Officer, the Manager Customer Service, Governance & Records and the Manager Finance & Technology are required to attend each meeting. The Committee may also request other senior staff to present or participate for certain agenda items, as well as the internal and external auditors.

6.3 Secretariat

The **Chief Corporate Officer** is to be responsible for ensuring that the Committee has adequate secretariat support and to oversee the compilation of the Agenda and Business Papers for meetings.

The Secretariat will ensure the agenda for each meeting and supporting papers are circulated, at least one week before the meeting, and ensure minutes of the meetings are prepared and maintained. Minutes shall be approved by the Chair and circulated to each member within two weeks of the meeting being held.

6.4 Conflict of Interests

Councillors, Council staff and members of Council Committees must comply with the applicable provisions of Council's Code of Conduct in carrying out the functions as Council officials. It is the personal responsibility of Council officials to comply with the standards in the Code of Conduct and regularly review their personal circumstances with this in mind.

Committee members must declare any conflict of interests at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, it may be appropriate they be excused from Committee deliberations on the issue where the conflict of interest may exist. The final arbiter of such a decision is the Chair of the Committee.

6.5 Induction

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

6.6 Assessment Arrangements

The Chair of the Committee will initiate a review of the performance of the Committee at least once every two years. The review will be conducted with appropriate input from management and any other relevant stakeholders.

6.7 Review of Audit & Risk Committee Charter

At least once every two years, and within 12 months of a quadrennial election of Council, the Audit Committee will review this Audit & Risk Committee Charter.

7. Version Control and Change History

Version	Date	Modified by	Details
V1.1		Council	Adoption of original Charter
V2.0	11/08/2016	GM	Reconstruction of Charter – (Draft)

V2.0	14/9/16	Council	Adoption of Charter (Res No. 214/16)
V3.0	3/07/18	Council	Adoption of Updated Charter

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV4/19
Subject:	Quarterly Budget Review Statement - December 2018

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is to provide Council with a Quarterly Budget Review Statement (Attachment 1) in accordance with Regulation 203 of the Local Government (General) Regulation 2005 (the Regulation).

OFFICER'S RECOMMENDATION:

That Council adopts the December 2018 Quarterly Budget Review Statement.

BACKGROUND

Regulation 203 of the Regulation states that:

- (1) Not later than two months after the end of each quarter (except the June quarter), the Responsible Accounting Officer of a Council must prepare and submit to the Council a Budget Review Statement that shows, by reference to the estimate of income and expenditure set out in the statement of the Council's Revenue Policy included in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.
- (2) A Budget Review Statement must include or be accompanied by:
 - (a) a report as to whether or not the Responsible Accounting Officer believes that the statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and expenditure, and
 - (b) if that position is unsatisfactory, recommendations for remedial action.
- (3) A Budget Review Statement must also include any information required by the Code to be included in such a statement.

The Code referred to is the Code of Accounting Practice and Financial Reporting. While earlier versions of the Code had an appendix that listed minimum requirements, these were removed a few years ago as they are of no relevance to the financial statements (which is the main purpose of the Code).

In the absence of any instructions in the Code, the Quarterly Budget Review Statement publication issued in 2010 by the then Division of Local Government, NSW Department of

Premier and Cabinet has been used as a guide to the preparation of this Quarterly Budget Review.

The quarterly review should act as a barometer of Council's financial health during the year and it is also a means by which Councillors can ensure that Council remains on track to meet its objectives, targets and outcomes as set out in its Operational Plan.

REPORT

The original budget adopted by Council indicated that the Net Operating Surplus at the end of the 2018/19 financial year was expected to be \$5,277,643 (including Capital Grants and Contributions). This was based on budgeted total operating revenue of \$26,217,558 and budgeted total operating expenditure of \$20,939,915.

The effect of the changes for the September quarter of (-\$1,371,874) resulted in a reduction to the bottom line projected Net Operating Surplus of \$3,905,769.

The December 2018 Quarterly Budget Review indicates that Council is in a good position in respect of actual expenditure to budgeted expenditure. The net operating result after excluding Capital Income shows an estimated decrease surplus of \$40K to \$382K. This is mainly due to reflecting the reduction in swimming pool income which now goes to the contractor and a review of RFS budgets.

The Operating Performance Ratio is an example of demonstrating whether Council is making an operating surplus or deficit and can be expressed including or excluding Capital income. Both are included in this quarters report.

The Operating Performance Ratio (excluding Capital income) is defined as:

Total Continuing Operating Revenue (excluding Capital grants and contributions) –
Operating Expenses

Total Continuing Operating Revenue

Council originally budgeted for a positive Operating Ratio (surplus) both including and excluding Capital income of 20.13% percent and .27% percent respectively. This changed in the September Quarterly Budget Review to 15.46% and 1.94% respectively. As a result of this December Quarterly Budget Review, there has been a significant increase to the projected Operating Ratio when capital income is included and the new projection is 30.27%. With capital income excluded the ratio now becomes 1.76% due to the reasons mentioned above.

Council continues to make positive progress in this area of operating surpluses and is budgeting for surplus again next year.

The adjustments recommended for the December quarterly budget review are outlined in the attachment. Adjustments are relatively minor except for recognizing additional grant income and capital expenditure in relation to NDRRA and Mount Lindesay Road projects. It should be noted that the additional grant income for bridges and drought funding announced in January/February will be incorporated into the March Quarterly Budget Review.

Cash and Investment Review:

The cash and investment review provides an estimate of the current internal and external restrictions on Council's invested funds. These are not fully determined until the end of the Financial Year.

Council requested a review of restricted cash and the first area of review was that of Developer Contributions. As a result of this review, Council has been able to unrestrict \$651,000 which represent projects completed but for which cash had not been unrestricted.

On the topic of restricted cash, Councillors may recall a discussion on funds held in relation to an ongoing legal matter re Council's past investments with Lehmann Brothers. Unfortunately there had been a further appeal in this matter in the United States and at this point in time Council is not in a position to unrestrict these funds totaling some \$703,000

The report also includes a reconciliation of Council's cash and investments on hand as at 31 December 2018.

This report also requires a statement in respect of whether all investments are in accordance with the requirements of Section 625 of the Local Government Act 1993, the accompanying Regulation and Council's Investments Policy. This statement, in combination with the monthly investment report, ensures that Council is complying with these statutory, regulatory and policy requirements.

Further, a declaration as to the preparation of bank reconciliations is also required. Bank reconciliations occur on a daily basis with a full reconciliation performed on a monthly basis. The full reconciliation for the December 2018 quarter occurred on 19 February 2019. There was a slight delay on some remittance advices hence the later than usual reconciliation.

Capital Budget Review:

The Capital Budget Review format allows Council to analyse any additional Capital expenditure to be incurred in the current financial year and the extent to which monies have already been expended. The report also indicates how Council is to fund the Capital expenditure for the year.

This review proposes to increase Capital Works Expenditure from \$19.986M to \$25.345M an increase of \$5.359M. This increase mainly relates to NDRRA and Mount Lindesay road funding and expenditure.

Contracts:

The Reporting Framework requires the identification of contracts entered into in the preceding quarter which exceed specified expenditure limits. The limit for reporting contracts in the QBRs is one percent (1%) of revenue from continuing operations, or \$50,000, whichever is less. No contracts have met the relevant criteria for the December quarter of 2018/19.

Consultancy and Legal Expenses:

The current expenditure to 31 December 2018 on qualifying consultancies and legal fees are identified in the QBRs and this expenditure is budgeted for and, given the size and nature of Council's operations, is considered reasonable.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

It is important for Council to note that the adoption of this budget review approves the variations identified in the attached report and that the cumulative effect of the budget variations should be considered when reviewing this budget.

The original estimated Operating Surplus for the 2018/19 financial year was \$5,277,643. The September Quarterly Budget Review approved revisions resulted in a projected Operating Surplus of \$3,905,769. This December Quarterly Budget Review sees this now revised upwards to \$9,270,780.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

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

7. Performance Measures

The impact of the recommended budget variations on Council's main key performance indicator is detailed in the Quarterly Budget Review Statement. Due to year end accounting adjustments other performance ratios won't be available until the audited financial statements are completed.

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 Quartely Budget Review - December 2018	9 Pages

Tenterfield Shire Council

Budget review for the quarter ended - 31 December 2018

Report by Responsible Accounting Officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2005.

It is my opinion that the Quarterly Budget Review Statement for the Tenterfield Shire Council for the quarter ended 31 December 2018 indicates that Council's projected financial position at 30 June 2019 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: 

Date: 20/2/19

Responsible Accounting Officer

Budget Statement for the year ended - 31 December 2018					
Income and Expenditure Review by Function					
	QBR 1 Budget 2018/19	APPROVED Changes December Review	REVISED Budget	PROJECTED year end Result 2018/19	ACTUAL YTD
Income					
Civic Office	0		0	0	0
Organisation and Leadership	10,000		10,000	10,000	0
Community Development	1,425		1,425	1,425	0
Economic Growth and Tourism	51,025		51,025	51,025	13,593
Theatre and Museum Complex	145,220		145,220	145,220	74,019
Finance and Technology	9,180,324		9,180,324	9,180,324	5,882,521
Corporate and Governance	486,017		486,017	486,017	1,774
Workforce Development	70,828		70,828	70,828	71,328
Library Services	44,125		44,125	44,125	2,897
Emergency Services	239,811	(21,364)	218,447	218,447	207,050
Asset Management and Resourcing	3,678		3,678	3,678	(294)
Commercial Works	125,644		125,644	125,644	71,579
Environmental Management	73,653		73,653	73,653	3,141
Planning and Regulation	228,881	2,478	231,359	231,359	191,715
Plant, Fleet and Equipment	37,823		37,823	37,823	37,478
Building and Amenities	609,800	(21,103)	588,697	588,697	40,593
Livestock Saleyards	837,339		837,339	837,339	44,326
Parks, Gardens and Open Space	98,359		98,359	98,359	46,799
Swimming Complex	0		0	0	0
Transport Network	6,085,001	5,405,000	11,490,001	11,490,001	1,115,606
Stormwater and Drainage	63,350		63,350	63,350	61,795
Sewerage Services	2,270,220		2,270,220	2,270,220	2,150,477
Waste Management	2,473,088		2,473,088	2,473,088	2,274,183
Water Supply	2,130,638		2,130,638	2,130,638	1,580,492
Total Income	25,266,249	5,365,011	30,631,260	30,631,260	13,871,072
Expenses					
Civic Office	282,348		282,348	282,348	241,212
Organisation and Leadership	30,668		30,668	30,668	86,875
Community Development	166,863		166,863	166,863	36,576
Economic Growth and Tourism	300,111		300,111	300,111	175,300
Theatre and Museum Complex	264,353		264,353	264,353	136,847
Finance and Technology	993,483		993,483	993,483	814,456
Corporate and Governance	(180,204)		(180,204)	(180,204)	7,462
Workforce Development	905,097		905,097	905,097	26,326
Library Services	503,838		503,838	503,838	213,376
Emergency Services	617,903		617,903	617,903	245,355
Asset Management and Resourcing	519,028		519,028	519,028	273,970
Commercial Works	180,103		180,103	180,103	93,733
Environmental Management	333,521		333,521	333,521	173,740
Planning and Regulation	377,382		377,382	377,382	106,130
Plant, Fleet and Equipment	(355,951)		(355,951)	(355,951)	(104,217)
Building and Amenities	1,023,863		1,023,863	1,023,863	511,926
Livestock Saleyards	243,492		243,492	243,492	109,423
Parks, Gardens and Open Space	687,339		687,339	687,339	417,966
Swimming Complex	233,892		233,892	233,892	95,858
Transport Network	6,815,763		6,815,763	6,815,763	3,463,344
Stormwater and Drainage	140,249		140,249	140,249	59,678
Sewerage Services	3,064,981		3,064,981	3,064,981	866,817
Waste Management	2,107,835		2,107,835	2,107,835	798,770
Water Supply	2,104,523		2,104,523	2,104,523	983,116
Total Expenses	21,360,480	-	21,360,480	21,360,480	9,834,039
Total Surplus/ (Deficit)	3,905,769	5,365,011	9,270,780	9,270,780	4,037,033
Capital Grants and Contributions	3,483,659	5,405,000	8,888,659	8,888,659	3,296,883
Net Operating Result excluding Capital Grants and Contributions	422,110	(39,989)	382,121	382,121	740,150
Operating Ratio (including Capital Income)	15.46%		30.27%	30.27%	29.10%
Operating Ratio (excluding Capital Income)	1.94%		1.76%	1.76%	7.00%

Notes:

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget
 REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

Recommended changes to original budget

Budget Variations - Explanations

Recommended Income Variations this Quarter	(000's)	Explanation:
<i>Emergency Services</i>	(21)	Decrease due to Hazard Control Budgets are now derived on a case by case basis
<i>Planning and Regulation</i>	2	Income received from Anzac Centenary Celebrations
<i>Buildings & Amenities</i>	(21)	Decrease in income due to discontinued lease of the Service Station
<i>Transport</i>	1,595	Increase in income from Mount Lindesay Road project (to match Capital expenditure)
<i>Transport</i>	3,810	To reflect NDRRA funding for 2018/19
Total Recommended Income Variations this Quarter	5,365	
Recommended Expenditure Variations this Quarter	(000's)	Explanation:
Total Recommended Expenditure Variations this Quarter	0	

This document forms part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 31 December 2018 and should be read in conjunction with other documents in the QBRs.

Tenterfield Shire Council				
Budget Statement for the year ended - 31 December 2018				
Capital Budget Review				
	QBR 1 Budget 2018/19	RECOMMENDED Changes December Review	REVISED Budget	ACTUAL YTD December
Capital Funding				
Rates and other untied funding	5,730,387.00	651,000.00	6,381,387	6,381,387.00
Capital Grants & Contributions	3,464,627	5,571,900	9,036,527	3,296,883
Internal Restrictions	4,197,182	651,000	3,546,182	3,546,182
Other Capital Funding Sources e.g. - loans (Carried forward) etc	3,892,534	-	3,892,534	3,892,534
Income from Plant Fund Sales	2,033,000	90,000.00	2,123,000	1,168,674
Total Capital Funding	19,317,730	5,661,900	24,979,630	18,285,660
Capital Expenditure				
New Assets				
CHIEF EXECUTIVE OFFICE				
- Civic Office	-	-	-	-
- Organisational Leadership	41,142	-	41,142	14,000
- Community Development	-	-	-	-
- Economic Growth and Tourism	18,170	-	18,170	540
- Theatre and Museum Complex	-	-	-	-
- Workforce Development	10,000	-	10,000	-
- Library Services	65,059	-	65,059	10,359
CHIEF CORPORATE OFFICE				
- Finance and Technology	207,701	-	207,701	128,747
- Corporate and Governance	47,000	-	47,000	1,200
- Environmental Management	-	-	-	-
- Planning and Regulation	-	-	-	-
- Building and Amenities	-	-	-	33
- Livestock Saleyards	1,406,697	-	1,406,697	39,626
- Parks, Gardens and Open Spaces	103,383	-	103,383	30,137
- Swimming Complex	56,000	(56,000)	-	-
CHIEF OPERATING OFFICE				
- Emergency Services	-	-	-	-
- Asset Management and Resourcing	226,121	-	226,121	-
- Commercial Work	-	-	-	-
- Plant, Fleet and Equipment	3,868,000	-	3,868,000	1,893,584
- Transportation Network	-	-	-	-
WASTE MANAGEMENT	819,550	-	819,550	11,490
WATER NETWORK	2,228,627	-	2,228,627	2,093,178
SEWERAGE NETWORK	363,320	-	363,320	-
STORMWATER NETWORK	5,000	-	5,000	-
Renewals (Replacement)				
CHIEF EXECUTIVE OFFICE				
- Civic Office	-	-	-	-
- Organisational Leadership	-	-	-	-
- Community Development	4,101	-	4,101	4,101
- Economic Growth and Tourism	277,974	-	277,974	-
- Theatre and Museum Complex	-	10,000	10,000	16,784
- Workforce Development	-	-	-	-
- Library Services	34,400	-	34,400	-
CHIEF CORPORATE OFFICE				
- Finance and Technology	-	-	-	-
- Corporate and Governance	4,131	-	4,131	-
- Environmental Management	-	-	-	-
- Planning and Regulation	-	-	-	-
- Building and Amenities	280,951	-	280,951	61,520
- Livestock Saleyards	99,931	-	99,931	13,656
- Parks, Gardens and Open Spaces	271,785	-	271,785	25,760
- Swimming Complex	-	-	-	-
CHIEF OPERATING OFFICE				
- Emergency Services	-	-	-	-
- Asset Management and Resourcing	-	-	-	-
- Commercial Work	-	-	-	-
- Plant, Fleet and Equipment	-	-	-	-
- Transportation Network	7,337,362	5,405,000	12,742,362	4,862,634
WASTE MANAGEMENT	664,682	-	664,682	2,647
WATER NETWORK	678,287	-	678,287	334,195
SEWERAGE NETWORK	210,000	-	210,000	-
STORMWATER NETWORK	656,205	-	656,205	-
Loan Repayments (principal)	-	-	-	-
Total Capital Expenditure	19,985,579	5,359,000	25,344,579	9,544,191

Recommended changes to revised budget

Include:

- an explanation for recommended changes and any impact on Council's original management / operational plan, delivery program or LTFP;
- any impacts of YTD expenditure on recommended changes to the budget

NOTE: Explanations are to be in plain English and in a style easily understood by readers of non-financial information. This narrative is important in understanding why budget changes are necessary.

Proposed Expenditure Variations **\$'000**

New Assets

Swimming Complex (56) Move the scoping of the future master plan to 2019/20 Budget year

Total New Asset Budget Adjustments **(56)**

Renewal Assets

Theatre and Museum Complex 10 Extra Expenditure identified to be needed in the Restoration of Window Project

Transport 1,595 Increase in Expenditure from Mount Lindesay Road Project
(to match Capital Income)

Transport 3,810 To Reflect NDRRA funding for 2018/19

Total Renewal Asset Budget Adjustments **5,415**

Total Proposed Expenditure Variations **5,359**

This document forms part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 31 December 2018 and should be read in conjunction with other documents in the QBR.

Tenterfield Shire Council			
Budget Statement for the year ended - 31 December 2018			
Cash and Investment Review			
	Opening Balance 1/10/2018 (000's)	RECOMMENDED changes (December) for Council Resolution (000's)	CLOSING BALANCE 31/12/2018 Balance (000's)
Externally restricted			
NWPS Advance (included in liabilities)	181	-	181
Developer Contributions General	651	-	651
RMS Contributions	564	-	564
Specific Purpose Unexpended Grants	234	-	234
Water Supplies	1,650	-	1,650
Sewerage Services	2,384	-	2,384
Domestic Waste Management	472	-	472
Stormwater Management	465	-	465
Bruxner Way Roadwidening (RMS)	694	-	694
Total Externally restricted	7,295	-	6,644
Internally restricted			
Plant & Vehicle Replacement	2,449	-	2,449
Employees Leave Entitlements	300	-	300
Capital Commitments	-	-	-
Gravel Quarry Rehabilitation	233	-	233
International Town Partnerships	10	-	10
Land & Buildings	51	-	51
Local Main Street	31	-	31
Office Equipment	200	-	200
Roads & Bridges	158	-	158
Special Projects	876	-	876
Operation Commitments	-	-	-
Carry Forward Bridges from 2017/18	400	-	400
Carry forward Projects from 2017/18	1,651	-	1,651
Historical Reserves	192	-	192
Total Internally restricted	6,551	-	6,551
Total Restricted	13,846	-	13,195
Available Cash (Unrestricted Funds)	175	651	3,405
Total Cash and Investments	14,021	-	16,600

Notes:

The available cash position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by council for general operations. Internal restrictions are funds that council has determined will be used for a specific future purpose. Internal and external restrictions are not dismantled fully until after year end.

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget
 REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

NOTE: Explanations are to be in plain English and in a style easily understood by readers of non-financial information. This narrative is important in understanding why budget changes are necessary.

Comment on Cash and Investments Position

Council is still investigating ways to incorporate restricted cash in the Finance System. Figures from the 2017/18 Financial Statements have been used as the base figures. Further updates will be provided in the next review.

Council's Cash and Investments are performing within anticipated parameters.

Recommended Changes to Revised Budget

Include:

- an explanation for recommended changes and any impact on Council's original management plan / operational plan, delivery program or LTFP.
- any impacts of YTD expenditure on recommended changes to the budget

All changes required are in respect of the variations detailed in both the Capital budget and the Income and Expenditure Review

Certification regarding Investments and Bank Reconciliations

Investments

It is hereby certified that all investments listed below have made in accordance with the requirements of the Local Government Act 1993, (Section 625), the companion Regulations and Council's Investment Policy.

Cash

Bank reconciliations occur on a daily basis with a full reconciliation performed on a monthly basis. The full reconciliation for the December 2018 quarter occurred on 19 February 2019. We were awaiting some remittance advices hence the delay for this month.

Cash Book Reconciliation

\$

Operating Cash balance as at 31 December 2018	3,450,973.16
Trust Account Cash balance as at 31 December 2018	321,533.93
Total Cash (Not invested) as at 31 December	3,772,507.09

Reconciliation

The YTD total Cash and Investments has been reconciled with funds invested and cash at bank:

Financial Institution		Interest
National Australia Bank	2,000,000.00 AA-	2.00%
Commonwealth Bank	1,000,000.00 AA-	2.72%
Commonwealth Bank	4,000,000.00 AA-	2.35%
Commonwealth Bank (At Call)	827,206.55 AA-	1.50%
Bankwest	5,000,000.00 AA-	2.50%
TOTAL INVESTMENTS	12,827,206.55	
TOTAL CASH ON HAND	3,772,507.09	
TOTAL CASH AND INVESTMENTS	16,599,713.64	

This document forms part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 31 December 2018 and should be read in conjunction with other documents in the QBRs

Tenterfield Shire Council					
Budget review for the quarter ended - 31 December 2018					
Contracts					
Contractor	Contract detail & purpose	Contract value	Commencement date	Duration of contract	Budgeted (Y/N)
N/A				-	Y
				-	Y
				-	Y

Notes

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed (excluding contractors that are on Council's preferred supplier list).
3. Contracts for employment are not required to be included.
4. Where a contract for services etc was not included in the budget, an explanation is to be given (or reference made to an explanation in another Budget Review Statement).

This document forms part of Tenterfield Shire Council's Quarterly Budget Review Statement for the quarter ended 31 December 2018 and should be read in conjunction with other documents in the QBRS.

Tenterfield Shire Council

Budget review for the quarter ended - 31 December 2018

Consultancy and Legal Fees

Expense	Expenditure YTD \$'000	Budgeted (Y/N)
Consultancies	-	Y*
Legal Fees	3	Y

Definition of consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

NOTES:

* Both Legal Fees and Consultancy fees are in line with expectations. A large proportion of the legal fees are recoverable.

Details

Consultancy Details:

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV5/19
Subject:	FINANCE & ACCOUNTS - PERIOD ENDED 31 DECEMBER 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 December 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 December 2018.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$	3,450,973.16	Credit
General Trust	\$	321,533.93	Credit

Our Governance No. 5 Cont...

(b) **Summary of Investments**

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

All investments comply with Council's Investment Policy except for a minor overrun in the amount invested with the Commonwealth Bank. This was corrected in January 2019.

Concealed Water Leakage Concession Policy Update

As per Council's request when the Concealed Water Leakage Concession Policy was adopted at the November Ordinary Council Meeting, an update will be provided in this section of the Finance Report on any Concessions granted under this new Policy.

For the month of December four concessions were granted, being:

- A1859 \$4,228.02
- A37457 \$4,391.58
- A28167 \$2,273.28
- A11684 \$1,161.44

Total concessions granted \$12,054.32.

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.

Our Governance No. 5 Cont...

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 Investment Summary as at 31 December 2018	1 Page

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 DECEMBER 2018

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount	Percentage Exposure
National Australia Bank	AA-	30 Days	30/Jan/19	2.00%	2,000,000.00	15.59%
TOTAL NAB INVESTMENTS						15.59%
Commonwealth Bank	AA-	At Call	31/Jan/19	1.50%	827,206.55	6.45%
Commonwealth Bank	AA-	365 Days	25/Sep/19	2.72%	1,000,000.00	7.80%
Commonwealth Bank	AA-	90 Days	29/Jan/19	2.35%	4,000,000.00	31.18%
TOTAL CBA INVESTMENTS						45.43%
Bankwest	AA-	60 Days	29/Jan/19	2.50%	5,000,000.00	38.98%
TOTAL BANKWEST INVESTMENTS						38.98%
INVESTMENTS TOTAL						100.00%

Summary

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

By:

Responsible Accounting Officer

P. Della

* Except as highlighted in the associated Council Report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV6/19
Subject:	FINANCE & ACCOUNTS - PERIOD ENDED 31 JANUARY 2019

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council is a financially sustainable organisation, delivering value services to the Community.
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 January 2019.

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 January 2019.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$	2,838,762.64	Credit
General Trust	\$	321,533.93	Credit

Our Governance No. 6 Cont...

(b) **Summary of Investments**

The attachment to this report is a certified schedule of all Council's investments as at 31 January 2019 showing the various invested amounts and applicable interest rates.

All investments comply with Council's Investment Policy.

Concealed Water Leakage Concession Policy Update

As per Council's request when the Concealed Water Leakage Concession Policy was adopted at the November Ordinary Council Meeting, an update will be provided in this section of the Finance Report on any Concessions granted under this new Policy.

For the month of January one concession was approved being:

- A13532 \$915.17

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. 6 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 Investment Summary as at 31 January 2019	1 Page

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 JANUARY 2019

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount	Percentage Exposure
National Australia Bank	AA-	30 Days	01/Mar/19	2.10%	2,000,000.00	16.22%
TOTAL NAB INVESTMENTS					2,000,000.00	16.22%
Commonwealth Bank	AA-	At Call		1.50%	828,260.39	6.72%
Commonwealth Bank	AA-	365 Days	25/Sep/19	2.72%	1,000,000.00	8.11%
Commonwealth Bank	AA-	90 Days	01/Apr/19	2.56%	3,500,000.00	28.39%
TOTAL CBA INVESTMENTS					5,328,260.39	43.22%
Bankwest	AA-	62 Days	01/Apr/19	2.50%	5,000,000.00	40.56%
TOTAL BANKWEST INVESTMENTS					5,000,000.00	40.56%
INVESTMENTS TOTAL					12,328,260.39	100.00%

Summary

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

By:

P. Della

Responsible Accounting Officer

* Except as highlighted in the associated Council Report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV7/19
Subject:	Capital Expenditure Report as at 31 January 2019

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council is a financially sustainable organisation, delivering value services to the Community.
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 January 2019.

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 was undertaken this financial year and Managers have commenced using Power Budget which gives them the ability to cash flow (phase) their own budgets. This process is still ongoing, with Managers reviewing both their timing forecast and the budget elements prior to commencement of the budget period in the new calendar year.

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.

Carry forward amounts from 2017/18 have now been included in the report and this reflects adjustments made in the Quarterly Budget Review.

The Dam Wall Project was discussed separately at the November Ordinary Council Meeting and Council approved up to \$1.03M additional loan funds for the project subject to the outcome of a request for additional grant funding from NSW DPI Water. This is currently under consideration by the Department.

Our Governance No. 7 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFFP)

Budget for Capital projects that have carried forward from 2017/18 have now been included in this report.

Council will need to increase its loans on the dam project by the amount of \$1.03M unless an additional amount of grant funding can be obtained.

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 2 (Booklet 2) - Capital Expenditure Report as at 31 January 2019

2
Page

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV8/19
Subject:	Report on Loan Balances

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 inform Council of its loan balances as at 31 December 2018.

OFFICER'S RECOMMENDATION:

That Council notes the loan balance as at 31 December 2018 was \$7,304,239.55 (\$7,503,719.24 as at 30 September 2018).

BACKGROUND

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

REPORT:

Loan payments are being made in accordance with the loan agreements. Council's loan balance as at 31 December 2018 was \$7,304,239.55 (7,503,719.24 as at 30 September 2018.)

Council intends to take out loans to the value of \$2.830M in 2018-19 as per the adopted Operational Plan and the Office of Local Government have been advised of this as is required via the Proposed Borrowings Return for 2018/19.

Quotations for the additional \$2,000,000 Dam Wall project loan were sought however Council held off proceeding with taking out this loan pending a response to a request to the Minister for Local Government for Tenterfield Shire Council to be able to access TCORP borrowings at lower interest rates than is available from Commercial Financial Institutions.

Council has received a response to its request for access to TCORP borrowings and has been invited to demonstrate how it will meet the benchmarks associated with the reassessment process.

Council will liaise with the Office of Local Government to determine what the requirements of the reassessment process are before committing in writing to further action. Council will be kept up to date of progress via the Monthly Operational Report.

Our Governance No. 8 Cont...

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

Council's projected loan borrowings are included in the 2018/19 Operational Plan.

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

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

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

Department: Office of the Chief Corporate Officer

Attachments: **1** Loan Schedule as at 31 December 2018 **1** Page

Tenterfield Shire Council
Loans Schedule
31-December-2018

Loans Details								Principal
FUND	PURPOSE	AMOUNT	OBTAINED FROM	DATE OBTAINED	DUE DATE	RATE OF INTEREST	INTERVALS AT WHICH PAYABLE	Principal Balance as at 31 December 2018
General Fund	Urbenville Medical Centre	150,000	National Australia Bank	14/05/2010	14/05/2020	9.20%	Half Yearly	31,671.41
General Fund	Construction of two bridges on Mt Lindsay Road	1,000,000	Commonwealth Bank of Australia	30/06/2010	30/06/2020	8.02%	Half Yearly	204,463.84
General Fund	Main Street Upgrade	1,200,000	National Australia Bank	25/02/2015	25/02/2025	3.70%	Half Yearly	829,092.82
Sewer	New Sewerage Treatment Plant	2,500,000	National Australia Bank	30/05/2008	30/05/2033	7.81%	Half Yearly	1,965,836.91
Water	Dam Wall Construction	3,450,000	ANZ	25/05/2018	25/05/2038	3.95%	Half Yearly	3,392,525.61
Water	Urbenville Water Treatment Plant	375,000	National Australia Bank	5/02/2009	5/02/2033	6.47%	Half Yearly	298,458.59
Waste	Rehabilitation	1,250,000	National Australia Bank	21/12/2012	21/12/2022	5.45%	Quarterly	582,190.37
TOTAL								7,304,239.55

(ITEM RC1/19) REPORT OF COMMITTEE & DELEGATES - MURRAY DARLING ASSOCIATION MEETING HELD IN ECHUCA - 31 JANUARY TO 3 FEBRUARY 2019

REPORT BY: Deputy Mayor Greg Sauer and Councillor Donald Forbes – Executive Members of the Murray Darling Association Inc

We attended the Strategic Planning Meeting for the Murray Darling Association (MDA) held in Echuca from 31/1 to 3/2/19 inclusive. We attended in our roles of Members of the Region 11 Executive.

This Meeting was designed to formulate the Strategic Plan for the MDA covering the period 2020-2024.

A major part of the Strategic Plan was to increase the membership base to ensure that the MDA truly is the Peak Body for Local Government entities in relation to the Murray Darling. One strategy proposed was, for each region to encourage and successfully recruit at least 2 eligible Councils from each Region, with the rationale behind that being that we would have more members and therefore would be a more effective and credible MDA.

For the first time ever, all 12 of the MDA Regions were represented.

The main thrust of the Strategic Planning Meeting was to make the MDA a more robust self organised body, defining the roles and responsibilities of the various levels of MDA management. Funding and expansion of services were identified as major issues.

As the findings of the SA Royal Commission into the Murray Darling were released the previous week, we were addressed by Phillip Glyde (CEO MDBA) & The Acting Chair MDBA via phone. They shared their initial view of the Commissioner's findings especially in relation to the shortcomings of the MDBA.

The MDBA will make a further public statement when they have fully digested the Commissioner's full Report.

Each Region is required under the MDA Constitution to hold a minimum of 4 Meetings per annum. Region 11 is going to attempt to hold each of those Meetings in conjunction with scheduled BROOC Meetings to lower costs.

In an effort to avoid confusion and also provide a point of difference to the Murray Darling Basin Authority (MDBA), it was suggested that a name change be made at the Annual Conference to be something like Darling Murray Water (DMW). Additional reasons for the name change are so that the MDA would become a truly National organisation to encompass water issues beyond the Murray Darling Basin as well.

The Meeting was an open Forum setup with each attendee afforded the opportunity to present their opinions and views individually, as part of small groups and then finally as Regions.

After all of the discussion points are collated, the MDA CEO and the Meeting facilitator will pull all of the information into a Draft Strategic Plan for further review and ratification by the Regions.

One of the main strategies will be to "ground truth" the basin so that the information sent out by the MDA to all of the Councils, sells the value of this information and ensures

Report of Committee No. 1 Cont...

the MDA is seen by all stakeholders as the "go to" organisation in relation to Murray Darling Basin water issues. The MDA is looking to open all lines of communication with all stakeholders to ensure that all of the information sent out is relevant, factual and in plain English not gobbly gook.

One item that did receive a bit of discussion was the role Local Government would be asked to play if the proposed Carp Eradication Plan eventuates.

The release of the virus will mean that all Local Government authorities on the Murray, Darling and tributaries will be heavily involved with the cleanup of the resultant huge bio mess created. MDA will have to play a key role in this issue ensuring that the financial burden is not dumped on the LGAs.

As the MDA is run on a shoe string budget, a resolution was passed that all Members of the Regional Executive would submit a Motion at their respective Council's next Meeting to write to their State Government and also the Federal Government, supporting MDA's application for government funding.

At the Sunday morning wrap up session, one attendee commented that for the first time in the many years he had attended MDA Meetings he was leaving the Meeting feeling like a member of a proactive team and not a group of individuals.

We would like to see TSC continue with our Membership of the MDA as we both found the whole event very worthwhile and we recommend that given the Annual MDA Conference will be held in Toowoomba later this year, it will be beneficial for as many Councillors as possible to attend.

We thank the Council for allowing our attendance.

RECOMMENDATION

That the report from Deputy Mayor Greg Sauer and Councillor Don Forbes regarding the Murray Darling Association Meeting held in Echuca – 31 January to 3 February 2019 be received and noted.

ATTACHMENTS

There are no attachments for this report.

(ITEM RC2/19) REPORT OF COMMITTEE & DELEGATES - TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING - 7 FEBRUARY 2019

REPORT BY: Peter Petty, Chairperson, Mayor

A meeting of the Tenterfield Shire Local Traffic Committee Meeting was held on Thursday, 7 February 2019. Minutes of meeting attached.

RECOMMENDATION

That the report from the Tenterfield Shire Local Traffic Committee meeting of 7 February 2019 be received and noted.

ATTACHMENTS

1 Minutes of Meeting 11 Pages



**MINUTES OF
TENTERFIELD SHIRE LOCAL TRAFFIC
COMMITTEE MEETING
THURSDAY 7 FEBRUARY 2019**

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF
TENTERFIELD SHIRE held at the Council Chambers on Thursday, 7 February 2019
commencing at 11.18am

ATTENDANCE

The Hon Thomas George, MP
Councillor Peter Petty (Mayor - TSC)
Glen Lamb (Representative for The Hon Thomas
George)
Councillor Gary Verri (TSC)
Councillor Tom Peters (TSC)
Sgt James Boaden (NSW Police)

ALSO IN ATTENDANCE

Andre Kompler (TSC Chief Operating Officer)
James Paynter (TSC Works Manager)
Jess Gibbins (TSC Engineering Officer)
Austin Curtain (MP candidate)
Kelly Pitkin (TSC Engineering Administration 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.*

This is page 1 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held
on Thursday, 7 February 2019

**MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7
FEBRUARY 2019**

DISCLOSURE OF INTERESTS

Nil.

APOLOGIES:

Stefan Wielebinski (RMS)
Paul Caldwell (NSW Police)
Rob Clarke (NSW Police)

GV/GL

CONFIRMATION OF MINUTES

Resolved that the Minutes of the Tenterfield Shire Local Traffic Committee held on 14 November 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. BEAURY CREEK BRIDGE UPDATE

Council is still pursuing funding sources for bridge replacement, grant applications have been submitted.

Andre provided an update on the bridges. Boonoo Boonoo is fully funded, Beaury Creek is fully funded; Emu Creek partially funded. Bridge Task Force is progressing as early as next week putting out for consultants for the GeoTech report. Out of the 58 timber bridges, the first 17 (15 required to be load limited). The balance of 18 additional bridges requiring load limits. Council received notice from the State Government regarding the successful \$2.77m contribution to be received by Council for the interim solutions. This money will go towards removing load limits to allow standard semi-trailers (44 tonne) to cross these bridges with panel contracts being in place for materials to.

Gary asked if Boonoo Boonoo bridge will be B-Double rated to Amosfield Road. Andre commented that Council will need to ascertain if there are any other weak links, however we will be designing the bridge to a HML vehicles standards. The remainder of the route will be assessed.

Ongoing – will be removed from future Agendas.

2. RILEY STREET, TENTERFIELD

Email received previously by Council from concerned residents regarding Riley Street & heavy vehicle traffic.

ACTION:

Previously discussed at LTC Meeting. James P advised that this item is to remain as Business Arising. Funding for any works will be considered in 2019/2020 budget. Formal investigation is required as the issues around Petrie Street are complicated.

This is page 2 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 7 February 2019

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Ongoing – will be removed from future Agendas.

3. BRUXNER WAY, ROAD TRAIN REQUEST

Request previously received by Council regarding use of road trains on Bruxner Way, particularly west of Mingoola to Goondiwindi.

ACTION:

Discussions held previously at LTC Meetings. Peter P advised that this matter was discussed recently at the BROC Meeting and again at the Bruxner Way Road Alliance Meeting which has four Councils involved. The first step in the process is to try & get the Bruxner Way reclassified back to a Highway. Preparation of a business case is required for pursuing funding next year. Cotton industry is growing and Freight companies should be supported.

Peter P stated this can be joined with item 12 and continue pursuing with the Road Alliance Meeting.

Ongoing – will be removed from future Agendas.

4. DISABLED PARKING, ROUSE STREET TENTERFIELD

James P 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 has liaised with RMS and advised this is complete.

No further action.

5. SIGNAGE REQUEST

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

ACTION:

RMS provided design at previous LTC meeting and 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. Council to also investigate the installation of signage at this location as part of the recent Fixing Communities Grant funding allocated to Council which was targeted to revitalise villages.

Gary asked if it was possible to obtain a Tourist sign for Bald Rock. Thomas George commented that the funding was to include updating all of the Village Signs which would also include tourist signs. James P noted and the request will be passed onto Council for consideration.

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**MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7
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Ongoing – will be removed from future Agendas.

**6. LINEMARKING NEW ENGLAND HIGHWAY/BRUXNER WAY
INTERSECTION**

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

ACTION:

At the last LTC Meeting it was suggested that RMS conduct a safety investigation to be considered by RMS safety investigation review panel and report back to LTC Meeting. Police to target intersection and enforce incidents. Any data collected from the traffic counts or incidents to be collated and forwarded between Police & RMS. Jess G advised the Committee of Stefan's comments received by email: RMS has entered site into Safety Investigation Process – review yet to be done.

Peter P tabled a letter from Darryl McCarthy Constructions as support to Item 6. Thomas George commented that this has also been a Council and Community concern and Austin Curtain will continue to support this. Jess G commented that the correspondence should be forwarded to RMS as this is a State Road under the control of the RMS. It was suggested by the Committee to also send the correspondence to the MP Office.

Ongoing – Informal item.

7. INTERSECTION OF URBEN AND BEAURY STREETS, URBENVILLE

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

ACTION:

James P advised previously that the preparation works has not been completed yet. Council is going to asphalt the intersection as it will provide best value for money & longer wearing surface. James advised the Committee that Roads to Recovery funding has been reallocated with works anticipated to be carried out at the end of March, early April 2019.

Ongoing – will be removed from future Agendas.

8. ROUSE STREET – NORTHERN END

ACTION: Jess G emailed the traffic count data to Local Police & RMS 16 November 2018. RMS to investigate as may require improvement to signage and delineation & infrastructure. Jess G tabled comments from Stefan received by email: Stefan will provide an updated report after the next site visit.

Ongoing.

MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7
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9. PADDYS FLAT ROAD/BRUXNER HIGHWAY INTERSECTION

This item dealt with Item 10. Jess G tabled comments from Stefan received by email: recommended for installation of signs.

ACTION: RMS to arrange required sight board signage at these intersections with New England Highway & Bruxner Highway. Council to provide pamphlets to businesses and residents that use Sandy Flat Road and Paddys Flat Road. Jess G tabled comments from Stefan received by email: recommended for installation of signs

Ongoing.

10. SANDY FLAT ROAD/NEW ENGLAND HIGHWAY INTERSECTION

Previously discussed at the last LTC Meeting. Signage has been investigated at these locations and it does warrant installation of sight boards. Jess H mentioned that all signage designs are processed through the RMS Guidance & Delineation Unit. Jess H will progress the signs. Jess H also suggested sending the pamphlet of general road rules with rates notice to residents and businesses that use the roads in question. Jess G tabled comments from Stefan received by email: recommended for installation of signs.

ACTION: RMS to arrange required sight board signage at these intersections with New England Highway & Bruxner Highway. Council to provide pamphlets to businesses and residents that use Sandy Flat Road and Paddys Flat Road. Jess G tabled comments from Stefan received by email: recommended for installation of signs

Ongoing.

11. SPEED LIMIT/ZONE IN AMOSFIELD

ACTION:

It was requested that Council install traffic counters at a suitable location and Jess G emailed results to Committee Members 26 October 2018. James P commented that Council is about to do some work at this location. Jess G tabled comments from Stefan received by email: RMS to provide updated report after next site visit.

12. BRUXNER WAY/HYNES BRIDGE ROAD INTERSECTION

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

ACTION: This is in conjunction with Item 3. This intersection is part of the building of the Business case to pursue funding which is currently being discussed with the Bruxner Way Alliance Group.

Ongoing – will be removed from future Agendas.

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MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7 FEBRUARY 2019

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

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 provided lighting and electrical design. The lighting design will be reviewed/accepted by RMS. RMS have advised that Council is to do a level 3 lighting assessment for upgrading the lighting to current standards.

ACTION: Jess G has sought two quotations and forwarded to RMS Road User Safety Officer, Network & Safety (Northern) who is looking at securing some funding for the lighting assessment.

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

This was tabled at last LTC Meeting. 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 P commented that this has already been tabled and RMS advised it was to remain as no parking. However a site inspection with RMS will be carried out.

ACTION: James P & RMS to inspect and provide outcome to the Committee.

15. SUNNYSIDE LOOP ROAD – REQUEST FOR LINEMARKING

Council has investigated and will install Raised Pavement Markers around the curve.

No Further Action.

16. ROUSE STREET, ZIG ZAG LINEMARKING REQUEST

This was discussed that the last LTC meeting. RMS have investigated zig zag pavement marking on approach to pedestrian crossings and will be installing early 2019.

Jess G advised the Committee that advice was received from RMS that ZigZag line marking will be installed this year.

17. HAZARD REDUCTION BURN, REQUEST

Correspondence received from concerned residents regarding conducting hazard reduction burns along Bruxner Highway and various roads at Tabulam.

ACTION: Council forwarded concerns previously tabled to RMS Regional Office in Grafton and advised that Council representative staff will be in attendance at the next Northern Tablelands Bush Fire Management Committee scheduled for 26 February 2019.

**MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7
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PP advised that Committee that he and Councillor Peters will be in attendance at the 26 February Northern Tablelands Bush Fire Committee meeting to continuing pursuing the matter. TG reiterated that RMS needs to take responsibility as locals/RFS want to burn.

Ongoing – will be removed from future Agendas.

18. SIGNAGE REQUEST, OLD KOREELAH

Request received from Southern Downs Regional Council (SDRC). Request that the Sign post at Old Koreelah have Killarney added to it as this road is on Promotional Material as a round trip via Queen Mary Falls.

ACTION: James P liaised with SDRC & advised to install sign at this location indicating Killarney.

No Further Action.

19. NEAGLES LANE/SUNNYSIDE LOOP ROAD INTERSECTION

Jess G tabled the complaint from a resident on Neagles Lane regarding vehicles travelling east towards Tenterfield speeding around the corner and veering across the road.

ACTION: Traffic counters have been installed on Sunnyside Loop Road. Data will be provided at the LTC Meeting. Jess G will email the traffic count data when available.

Ongoing – will be removed from future Agendas.

BILLIRIMBA ROAD, TENTERFIELD

Council has received a request for linemarking on Billirimba Road approximately 1.05kms from Scrub Road intersection. This is a 100km/hr zone with 'raised pavement markers on centreline.

ACTION: James P has investigated whether a Chevron sign or curve advisory sign is required to be erected at this location and advised Committee that the Chevron signs will be installed.

No Further Action.

GENERAL BUSINESS

**1. EVENT REQUEST – ANZAC DAY MARCH, TENTERFIELD– 25 APRIL
2019**

Letter received from Tenterfield RSL Sub-Branch regarding Anzac Day activities on 25 April 2019. This application is similar to previous years. Council is currently

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MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7 FEBRUARY 2019

liaising with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed including public liability, proposed route, notification to emergency services. A Road Occupancy Licence is required for Rouse Street prior to the event occurring.

Jess G advised the Committee of the emailed response received from Stefan at RMS which was: RMS supports the recommendation. Jess G advised the Committee of the emailed response received from Senior Constable Nicoll who is assisting in Robert Clark's absence: The issue of Hostile Vehicle Mitigation during the ANZAC Day Ceremony was raised as a concern. Discussion was held by Committee and one way to assist with this issue was to put Council vehicles (trucks) at each end of the road closure to mitigate someone driving through the crowd in the unlikely event of a Terrorist attack.

RECOMMENDATION

That Council offers no objections to the temporary closure of roads such as Manners Street, Rouse Street and Molesworth Street in the Tenterfield CBD associated with the ANZAC Day ceremony 25 April 2019 subject to Police, RMS approval and standard conditions. In addition, Council vehicles (trucks) to be put at each end of the road closure to minimize harm.

Police - Y
Council - Y
RMS - Y

2. EVENT REQUEST – ANZAC DAY MARCH, URBENVILLE – 25 APRIL 2019

Letter received from Urbenville RSL Sub-Branch regarding Anzac Day activities on 25 April 2019. This application is similar to previous years. Council is currently liaising with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed including public liability, proposed route, notification to emergency services. The applicant has been advised to contact Kyogle Council for assistance with the necessary Traffic Control Plan needed for this event.

Jess G advised the Committee of the emailed response received from Stefan at RMS which was: RMS supports the recommendation.

RECOMMENDATION

That Council offers no objections to the temporary closure of roads such as Beauray Street, Tooloom Street and part of Clarence Way in Urbenville associated with the ANZAC Day ceremony 25 April 2019 subject to Police approval and standard conditions.

Police - Y
Council - Y
RMS - Y

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3. TENTERFIELD HIGH SCHOOL, CROSS COUNTRY EVENT

Letter received from Tenterfield High School regarding their annual Cross Country Event to be held on 1 May 2019 utilising the cycleway through Council's Parks & along Naas Street, George Street, Duncan Street and crossing Molesworth Streets as per attached map. Teachers wearing high visibility vests are located as numbered on the map. This is to ensure the safety of the students as they run the course.

This application is similar to previous years. Council has received a copy of the High School's Public Liability, proposed route and awaiting the Notice of Public Assembly Form. Council has previously installed the signs required in accordance with an approved Traffic Control Plan.

Jess G advised the Committee of the emailed response received from Stefan at RMS which was: RMS supports the recommendation

RECOMMENDATION:

That Council offers no objections to the temporary use of roads such as Naas Street, George Street, Duncan Street and crossing of Molesworth Streets associated with the Tenterfield High School Cross Country Event on 1 May 2019 subject to Police approval and standard conditions.

Police - Y

Council - Y

RMS - Y

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

Letter received from Killarney P-10 State School P & C regarding the Border Ranges Trail Ride to be held on 30 & 31st March 2019 including traffic management plan, risk management plan, event details, emergency evacuation plan & notification to emergency services has also been provided to Council.

Council has liaised with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed including public liability, proposed route, notification to emergency services.

Road crossings include Killarney Road at the NSW/QLD border, New Koreelah Road - approx 1km from intersection with Mt Lindsay Road, Acacia Scrub Road - approx 760m from intersection with Mt Lindsay Road and Acacia Plateau Road - approx 640m from intersection with Killarney Road.

A Development Application will be required in accordance with Environmental Planning & Assessment Act 1979 for assessment and determination by Council. This would also require neighbour notification due to the use of private property.

Jess G advised the Committee of the emailed response received from Stefan at RMS which was: RMS supports the recommendation

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MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7 FEBRUARY 2019

RECOMMENDATION:

That Council offers no objections to the holding of the Killarney P-10 State School P & C Border Ranges Trail Ride on 30 & 31st March 2019 subject to Police approval and standard conditions.

Police - Y

Council - Y

RMS - Y

5. ROAD CLOSURE REQUEST – STANTHORPE STREET, LISTON

Request received from Liston Hall Committee requesting closure of Stanthorpe Street, Liston from below the fire station access to Acacia Street Liston intersection on Saturday 2 March 2019 from 12:00pm until 11:00pm to provide safe access between the Liston Hall and the Park during the Drought Communities Programme sponsored event.

Jess G advised the Committee of the emailed response received from Stefan at RMS which was: RMS supports the recommendation.

RECOMMENDATION:

That Council offers no objections to the temporary closure of Stanthorpe Street on Saturday 2 March 2019 subject to Police approval and standard conditions. A Notice of Public Assembly Form to be completed by the Applicants for Police approval. Council to install signs required in accordance with an approved Traffic Control Plan.

Police - Y

Council - Y

RMS - Y

6. ROAD CLOSURE REQUEST - FRANCIS STREET, TENTERFIELD

Jess G emailed this late item prior to the meeting. A request was received from the Tenterfield Transport Museum for the annual Show & Shine annual event & this year is to be held on Sunday 14th April 2019. This event requires closure of Francis Street to allow ease of access for pedestrians walking between the buildings and around the displayed cars.

The event organisers have provided a copy of their Certificate of Currency and Notice of Public Assembly Application for Police Approval.

Council has provided the TCP & TMP in the past with a volunteer accredited to erect signage who installs the signs on the morning of the closure.

RECOMMENDATION:

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**MINUTES OF TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING 7
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That Council offers no objections to the temporary closure of Francis Street on Sunday 14 April 2019 subject to Police approval and standard conditions. A Notice of Public Assembly Form to be completed by the Applicants for Police approval.

Police – Y
Council – Y
RMS – Y

BUSINESS WITHOUT NOTICE:

Council has received further complaints regarding parking of heavy vehicle trailers in the Riley Street Industrial area.

Discussion was held by the Committee. There is no signage at the Industrial Estate indicating parking. Depending on the zoning of the Industrial Estate will assist in signage required. Andre commented that RMS had been asked in the concept phase of the Bypass if a hardstand could be considered to help eliminate parking up of trailers in town. This will be followed up by Andre to RMS.

NEXT MEETING

Next meeting to be held on Thursday 4 April 2019 at 10am.

There being no further business the Chairperson declared the meeting closed at 11:33am.

.....
Councillor Peter Petty
Mayor/Chairperson

Department:	Office of the Chief Executive
Submitted by:	Councillor Gary Verri
Reference:	ITEM NM2/19
Subject:	Notice of Motion - Unsustainability of Woody Vegetation

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:	Town and Village planning supports and enhances local place making principles and practice celebrating the diversity of our natural environment.
CSP Delivery Program	Identify, plan and enhance local environments in partnership with the community and stakeholders.

SUMMARY

The purpose of this notice of motion is to ask our Federal and State representatives to have an investigation into the effect the amount of woody vegetation that covers a large area of the Northern Tablelands and in particular Tenterfield Shire is having on the wildlife, water, wetlands and fire.

COUNCILLOR'S RECOMMENDATION:

That Council write to our State and Federal representatives including the Member for Northern Tablelands asking for a comprehensive investigation into the unsustainability of excess woody vegetation that covers a large area of the Australian land mass. In particular the effect the woody vegetation is having on stream flows, woodland species and fire.

BACKGROUND

The following motion was put to council:

Request for an Enquiry into the effectiveness of the current Regionalisation of Operations under the Rural Fires Act 1997, with particular reference to matters raised below. These are based on the concerns of both landholders and RFS volunteers in Tenterfield Shire.

Up to about 1990 the stock route and other Crown land was burnt regularly in some instances annually, most landowners also burnt on a regular basis

REPORT:

The noted historian, Geoffrey Blainey [1] reported in his book, 'Triumph of the Nomads', that without aboriginal fires the grassy woodlands that occupied much of the fertile crescent in south-eastern Australia would have been scrubland or forest at the time of European occupation. Yet, he chronicled, a period of fifty years was sufficient to change the character of this savanna country when fires were suppressed by Europeans and their livestock. Blainey concludes that "the widespread ring barking, that was carried out at the turn of the twentieth century, occurred within the increased tree density. The landholders were attempting to re-establish the original carrying capacity"! he said.

A witness told the Royal Commission [2] into the plight of western NSW grazing lands in 1901 "Generally speaking the Cobar-Byrock region was open box-forest country, with

Notice of Motion No. 2 Cont...

an occasional cypress pine tree upon it". However, following the arrival of Europeans and their domestic stock there was "a cessation of bush fires that formerly occurred periodically. This afforded the noxious scrub a chance of making headway". [There was a follow-up Interdepartmental Inquiry [3] into the same area and problems in 1969 – nothing had improved since 1901]. Today this dense shrub-woodland is a distinctive feature in all satellite images of Australia.

In his award winning book, 'A Million Wild Acres' Eric Rollis [4] writes evocatively of the settlement history of the nearby Pilliga Scrub in NSW – He observed "The cypress pines came up 10,000 to the hectare.— 'One year the stockmen saw the little pines just to the top of the horses hooves' one man told me, 'The next year the pine tops brushed their boots as they rode. And a year or two after that – those old stockmen used to ride at ten past ten, knees cocked up from the saddle like wings – well, they had to jam their knees in hard behind the pads or the pines would have pushed them backwards out of the saddle. Soon they just mustered their stock and got out. There was no room for grass to grow.'"

Jim Gasteen's father took up a soldier settlement block in the Bollon district after World War 1. In 1986 Jim wrote [5] that the ensuing decades were very dry and "in the absence of competition from ground layer species, and a lack of fires because there was nothing to burn, inedible shrubs, mulga, cypress pine and eucalypt seedlings began to colonise the open spaces. By the late 1930's shrub regrowth had reached such proportions that some three year old ringbarked areas were so unusable, and so uneconomic to treat, that the usual follow-up treatment of suckering had to be abandoned – some of it still, 40 or 45 years later".

Jump forward to 2005 and the elegant chemical sleuthing by Dr Evelyn Krull [6]. She and her colleagues utilized stable carbon isotope ratios to show that the gidgee communities on Mitchell grasslands in the Longreach district were of recent (post World War 2) origin, and followed the introduction of European style management practices.

Australian Ornithological Union records, going back to the 1800's, to show that the marked decline in granivorous – grass seed eating – bird assemblages in Queensland's Desert Uplands, preceded any land clearing activity. Meanwhile it is well known that increasing tree cover severely depresses understorey grass production [7] – especially on dry, infertile sites. In other words – more trees, less grass, fewer granivorous birds.

This decline in bird numbers has increased dramatically in the last 3 or 4 decades due to a thickening of woody vegetation crowding out grass, also the introduced African love grass has also crowded out a lot of native grass species that native fauna is dependent on, and African Love grass provides nothing in return.

Then there is the threat to urban water supplies. Any landholder can tell you that to increase intake into farm dams you reduce the tree cover within the dam's catchment. You certainly would not let tree cover increase. A previous WA State election drew nationwide attention to Perth's parlous water supplies. It is less well known that during the campaign it was pointed out that uncontrolled growth of vegetation over the past 25 years had reduced intake into Perth's aquifers – thus compounding the problem in an area of Australia where rainfall and fire incidence [8] have both knowingly decreased over the past 100 years.

Landholders on the Edwards Plateau, the watershed for San Antonio, Texas, USA are now being paid to clear trees off their land to enhance that city's water supplies [9].

Notice of Motion No. 2 Cont...

And in South Africa first year stream flow increases from clearing tall woody vegetation (including eucalypts) in the riparian zone of water courses, ranged from 9-44% per 10% of catchment cleared [10].

This must increase the chances of holocaust fires in this State and northern NSW of the type previously confined to southern Australia. Of course, an active controlled burning program should mitigate such risks. But government's inability to manage its huge National Park reserve and the dismal failure of NSW to significantly step up controlled burns in the wake of recent property damaging fires, doesn't fill one with confidence.

Then everyone (politician, bureaucrat, landholder and citizen) needs to quickly come to terms with how the aboriginal people managed our landscape for 40,000 years. I suggest that if you peruse the works of Stephen Pyne [11], Tim Flannery [12] and that great anthropologist, Rhys Jones [13], you will conclude, like me, that aborigines managed the landscape by burning it, in three ways – frequently, regularly and often. Or as a researcher in the Tropical Savannas CRC so neatly states it – “Aborigines lit fires any time it wasn't raining!” Put simply, if you don't understand the basic evolutionary ecology of our plants you will never manage them successfully.

The recent fires around Boonoo Boonoo highlighted the importance of regular burning, a large area that was burnt last year suffered none of the devastation that the rest of the area suffered the grass is still green there was no crown fire in fact if the stock route was burnt on a regular basis as it used to be this fire would have been contained west of the Mount Lindesay road.

Extremely hot intense fires like we have just witnessed destroy a lot fauna and flora, experience shows it takes 3 or 4 decades for the epiphytes to recover, and leaves the land open to erosion when it rains.

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- [11] Pyne, S.J. (1991) Burning Bush – A Fire History of Australia. (Allen and Unwin: Sydney).
- [12] Flannery, T.F. (1994) The future eaters – an ecological history of the Australasian lands and people. (Reed: Melbourne).
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Gary Verri
Councillor

Prepared by staff member:

Department:

Attachments:

Gary Verri, Councillor

Office of the Chief Executive

1 Support Information - Bushfire
Enquiry

3
Pages

SUPPORT INFORMATION.

Request for an Enquiry into the effectiveness of the current Regionalisation of Operations under the Rural Fires Act 1997, with particular reference to matters raised below. These are based on the concerns of both landholders and RFS volunteers in Tenterfield Shire.

- *The regional shifting of the start of the Permit Season ("Bush Fire Danger Period") from October back to August* has had a major impact on how property can be managed. Fires lit earlier in the year are safer as they are "cooler" and go out at night. Now, with the extension of the Permit season period, the intensity, danger and frequency of our fires have increased dramatically. Most significantly, less hazard reduction burning/ agricultural burning is being done overall, with subsequent risk to the Shire.
- *The 24 hour Notification to Neighbours* outside the Permit season often prevents burning in a weather "window of opportunity". It is detrimental to good agricultural burning practices; you can have a week or so of weather totally unsuitable for burning followed by a short break when weather and wind are suitable for strategic burning, but this is prevented by the 24hrs notification period.
- *The 24 hour notification of burning to an RFS authorised officer* after a Permit has been granted is not necessary, and again ignores changing weather conditions, with negative outcomes for both the farmer and the environment. **Notification just prior to lighting should be sufficient.** This condition is frequently ignored in practice.
- *The idea of urging the public to report all fires to 000* is sending the wrong message. It instils in people's minds that all fires are emergencies. This has significantly affected landowners' willingness to reduce their fuel load and is one of the reasons little "burning off" now occurs, with subsequent risk of more frequent wildfires. The unintended consequences of unnecessary public reporting of fires are unnecessary callouts, sometimes with multiple brigades attending: town Brigade first, then Police, finally RFS crews; and the "fire" is put out. The costs involved over time are considerable. The system definitely is not working as it should. It is only necessary if property is threatened. **The use of a non-emergency phone number similar to the NRMA or Ambulance Service would lead to more accurate assessments and a faster response when required.**
- *The Burn Notification Phone Line is failing to streamline critical information.*
 - (I) If a permit has been issued and the "burn notice" has been phoned in, but a Total fire Ban is then issued, the land holder is not notified of the Ban.
 - (II) (ii) Similarly, communications between the RFS Emergency Centre and the 000 Phone line are obviously failing when 000 callers are not being advised that a fire is a Permit Burn and brigades are being sent out.
- *Total Fire Ban Declarations* over an entire region are often unjustified within significant areas of the region or over all days of the period. They should be lifted if not required. Unfortunately, these features of the regionalisation of management lead to the ignoring of Bans, with very dangerous consequences.
- *Large regions being managed as a whole* mitigates against safe burning and substantially reduces the quantum of burning carried out. For example, it may be quite safe to burn north-east of Tenterfield but a fire ban is applied to that area because it is too dry to burn in the Inverell area.

- *Hazard Reduction Burns* are rendered almost impossible by over-regulation. Consequently they are occurring infrequently and the period between burns is too long; decades in some cases. The massive build-up of fuels is leading to extreme fires which will destroy everything in their paths, lives as well as property.

Statement of Significance for an Enquiry: Fire and Agriculture have gone hand in hand since man learned to till the soil, and nowhere has this been more evident than in Australia. "Aborigines managed the landscape by burning it, in three ways – *frequently, regularly and often.*" (Dr Bill Burrows). The emphasis on not burning has had a dramatic effect on the environment. From settlement to about 50 years ago, it is well documented that the dominant vegetation in our area was heathland and grassland. Now, excluding grazing land, eucalypts dominate the landscape due to the cessation of periodic bush fires. August was the month when modern day firestick farming used to be practised. It thinned tree seedlings and killed pests, including the paralysis tick. It removed unpalatable grasses, leaving a fresh green pick for grazing animals. We have now stifled burning to the extent that it is seriously affecting how we manage our properties, to the point that grazing enterprises may become uneconomic. It is having an equally negative effect on the environment. Species are disappearing, like the jewel beetle (Buprestidae), while others like bladey grass have assumed invasive dominance.

The situation has become critical as summer temperatures increase and records are broken with increasing frequency; heatwaves are prolonged; rainfall patterns are altering permanently; the summer season is more extensive; and most significant of all, extreme weather events, including bush fires, are becoming more frequent and more severe.

The Objects of the Act in this regard are quite clear; "....to provide: (a).....for the prevention, mitigation and suppression of bush and other fires in local government areas(b)for the co-ordination of bush fire fighting and bush fire prevention throughout the State (c)....for the protection of persons from injury or death, and property from damage, arising from fires, and (d) for the protection of the environment by requiring certain activities referred to in paragraphs (a)-(c) to be carried out"

It is our claim that the Objects of the Act are not being achieved under current operational regulations and that a critical situation now exists in the Shire. It could be managed if certain basic, but essential, changes were made as the result of an Enquiry.

- Return control of bush fire management, both prevention and fire fighting, to the Shires, designating them as "rural fire districts" under the Act. This would optimise the use of local knowledge and increase the sense of local ownership, as responsibility is shifted away from the more remote controlling bodies to local control.
- Allow an approved local Declaration of the Bush Fire Danger Period; for this Shire in the critical months of October to February.
- No Permits should be required in the new safe season, March to September.
- Remove the 000 call for all fires and permit its use only when lives or property are threatened. Instead, institute a non-emergency fire notification Phone Number for the general public to use.

- Commence a media campaign encouraging landowners to burn regularly and safely; and explain the benefits of this as well as its critical necessity in mitigating increasing threats.
- All property owners, especially in bush fire prone areas, should be required by legislation to have a bush fire prevention and management program. This requirement should be mandatory and should include Crown Land.
- A tiered Permit System should be introduced e.g. Gold, Silver, Brown, based on the applicant's past history and experience. Those applicants with extensive, safe fire management history could have Permits with lesser conditions and for longer periods, e.g. the entire season. They know when and when not to burn. Others with little or no understanding of fire and when to burn, should be encouraged when conditions are ideal and should have Permits with more stringent conditions.
- **All Crown Land, including Reserves, Forestry, National Parks should be subject to legislation requiring regular fuel reduction and a bush fire management program, whether by strip burning to ensure survival of indigenous fauna and flora, by leased grazing, by establishing fire breaks or other effective mitigation and control measures appropriate to the area.**

TENTERFIELD TOWN: is currently at high risk because of this neglect of mitigation on its south western perimeter, the direction of prevailing winds. Curry's Gap is carrying such a high fuel load that, if threatened by bush fire, it could bring the town under immediate ember attack. Canopy fires would be catastrophic and the evacuation of vulnerable citizens rendered problematic by the immediate closure of the New England Highway. An active controlled burning program should mitigate such risks, but requests have been unsuccessful. The inclusion of the jurisdictions for adjacent areas: private landowners or lessees, Council, TSR, National Parks, should be part of a successful program. It is noted that money was made available this year by the State government for just this type of situation in near urban areas, but nothing for this far north.

Even if all these matters are dealt with, at best it would only partly mitigate the problem. The major contributing factors to the intensity and scale of the fires we are seeing today are the provisions of the Native Vegetation Act. Dr Burrows warned of this years ago. (Ref. accompanying document: "Property Rights Australia", Dr Bill Burrows 2005). Additionally, the Act is responsible for the critical decline in fuel reduction burning by landholders. They are threatened with prosecution if, in order to protect their assets from bushfire, native vegetation is compromised in any way.

For all these reasons we request your consideration and support of an Enquiry into the effectiveness of the current regionalisation of operations under the Rural Fires Act. The Objectives of the Act are not being met, while the risk of catastrophic bush fires is demonstrably increasing. This situation cannot continue.

Department:	Office of the Chief Executive
Submitted by:	Councillor Bronwyn Petrie
Reference:	ITEM NM3/19
Subject:	Notice of Motion - Local Environment Plan - Crematorium

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - ENVO 10 - Environmental risks and impacts are strategically managed.
CSP Strategy:	Land use planning and management enhances and protects biodiversity and natural heritage.
CSP Delivery Program	Provide systems and processes to manage excess vegetation to ensure land and premises are in a safe and/or healthy condition.

SUMMARY

The prohibition of “crematorium” as a permissible use with consent in the RU5 zoning of the current Local Environment Plan is proposed in response to community sentiment and concerns about the approval of such development within a residential area.

COUNCILLOR’S RECOMMENDATION:

That Council commence the process pursuant to Division 3.4 of the Environmental Planning and Assessment Act 1979, to amend Tenterfield Local Environmental Plan 2013, by including the development of a ‘crematorium’ in the RU5 Village zoning table as a Prohibited use.

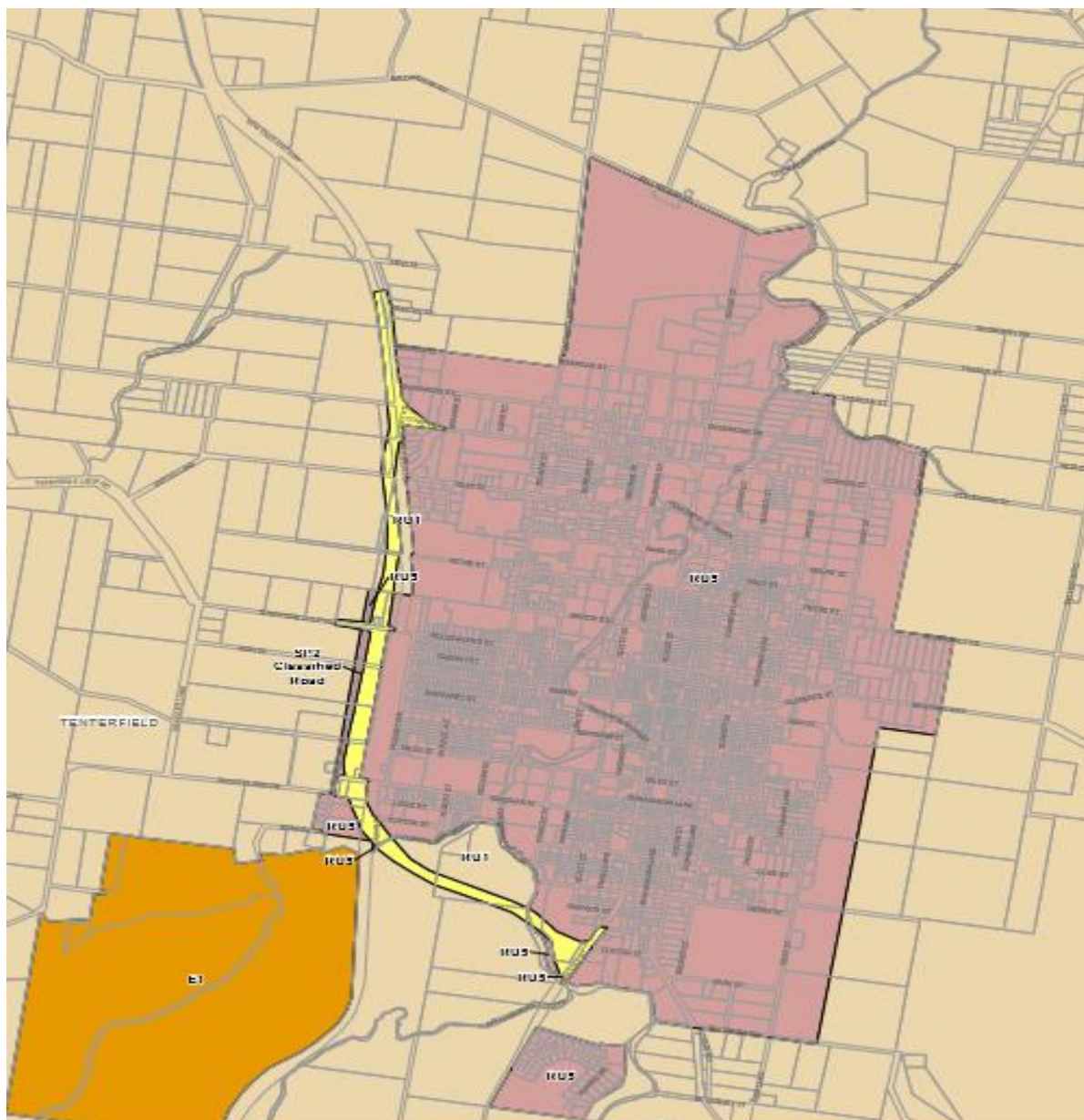
BACKGROUND

The discussion and subsequent engagement around the Development Application 2018.087 – Funeral Home and Mortuary 60 Polworth Street, Tenterfield has generated significant community discussion on the location of any future proposal for a crematorium in residential areas. The current provisos under the Local Environment Plan (LEP) relating to RU5 Village zone allow for a crematorium with consent.

REPORT:

Below is the current extent (in pink) of the RU5 Village zone in Tenterfield:

Notice of Motion No. 3 Cont...

**COUNCIL IMPLICATIONS:**

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

2. Policy and Regulation

- Environmental Planning and Assessment Act 1979

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

Notice of Motion No. 3 Cont...

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

This notice of motion, if adopted, will trigger an amendment to the existing LEP provisions, and the incorporation of the prohibition of a 'crematorium' in the RU5 Village zones will apply to all RU5 Village zoned land across the Shire including Drake, Urbenville, Liston, Legume, Torrington and Stannum. The development of a 'crematorium' will remain as a permissible use in the RU1 Primary Production zone across the Shire based on the proposed motion.

7. Performance Measures

Nil.

8. Project Management

It is intended that a review of the LEP and a subsequent LEP Amendment (referred to as a 'housekeeping' amendment) will be commenced in the first 3 months of 2019, in line with Accountability Framework DP13.08 in the 18/19 Operational Plan. As such this item could be included in the review with little impost on current resourcing.

Bronwyn Petrie
Councillor

Prepared by staff member:

Councillor Bronwyn Petrie

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 RES1/19
Subject:	COUNCIL RESOLUTION REGISTER - FEBRUARY 2019

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council 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 February 2019.

Andre Kompler
Acting Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media	
Approved/Reviewed by Manager:	Andre Kompler, Acting Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 3 (Booklet 2) - Resolution Register - February 2019	31 Pages