

**ORDINARY COUNCIL MEETING
WEDNESDAY, 28 AUGUST 2019**

ATTACHMENT BOOKLET 5

Attachment No. 7

Resolution Register – August 2019

RESOLUTION REGISTER – COUNCIL MEETINGS – AUGUST 2019

Key A: Action Required B: Being Processed C: Completed

Meeting Date	Business Minute Item No.	Report Title and Council Resolution	Responsible Officer	Community Engagement Assessment Completed	Media Release Required	Action Date	Comments	Status	File No.
28/09/16	244/16 ECO1/16	<p>Patersons Road – Road Reserve Resolved that Council:</p> <p>(1) Advise affected landowners in writing that the land required to formalise the road reserve of Patersons Road be transferred to Council at fee simple (\$1) in accordance with past agreements and Council resolutions; and</p> <p>(2) Consider the allocation of funds in the 2017/18 annual budget to complete the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve encompassing the existing road known as Patersons Road east and south of Acacia Creek for a distance of approximately 4.6 km to the common property boundary of Lot 31 DP751076 and Lot 42 DP 751076; and</p> <p>(3) Develop a Policy and supporting Protocol to outline the process for managing the formalisation of road reserves into the future.</p>	(Engineering Officer)		NR	<p>29/09/16</p> <p>12/04/17</p> <p>28/06/17</p> <p>02/06</p> <p>22/12/2017</p> <p>16/02/2018</p>	<p>Respondent advised of the Council decision.</p> <p>Negotiations with affected property owners has commenced.</p> <p>Costs to be obtained to allow for the survey and legal costs to be considered for inclusion in 17/18 budget.</p> <p>Road Reserve Management Policy yet to be developed.</p> <p>Quotations forwarded to registered surveyors to undertake the proposed road survey.</p> <p>Report to June 2017 Ordinary Council Meeting.</p> <p>See Resolution 95/17</p> <p>Surveyor engaged and part surveying works completed.</p> <p>Agreement to be signed sent to Property Owner.</p> <p>Made contact with property owner, awaiting signed agreement. Surveyor recommencing works.</p>	C	

						20/03	Ongoing as per previous comment		
						09/04/2018	Signed Agreement received from Property Owner, surveying ongoing.		
						14/5	No change to status		
						15/06/18	Surveying completed, met with Surveyor & property owner. Awaiting plan to be registered.		
						17/09/18	No change to status		
						15/10/18	Follow up letter arranged for Property owner		
						15/11/18	Solicitor liaising with property owner to sign plan & produce title deeds etc		
						10/12/2018	Solicitor sent correspondence to property owner however wrong address & had to resend. Awaiting signed plan & title deeds as above.		
						15/02/2019	Phone call from Property owner confirmed received documentation form solicitor. Awaiting signed plan & title deeds as above.		
						18/03/19	Plan signed by property owner awaiting registration.		
						10/5/19	Plan currently with Surveyor for registration.		
						14/06/19	Plan lodged by Surveyor awaiting registration.		
						15/07/19	Registration of plan complete		
						19/8/19			

						<p>Quotations received - Surveyor to be engaged. Compulsory acquisition required for TSR process has been confirmed to deal with Native Title. Phone discussion held 9 May with property owners with written agreement to follow.</p> <p>15.6.18 Instructed Solicitors to draft agreements for affected property owners 25.05.2018.</p> <p>16.07 Consent to Acquire Crown Land Application emailed to Crown Lands 31.05.18 Advised due to review of process for issuing consent & current high volume means longer response time.</p> <p>13/08/2018 Currently reviewing draft agreements received from Solicitor. No response received from Crown Lands yet due to back log of licences.</p> <p>13/9/18 (COO comment) Correspondence received by Local Land Services ok to proceed with Surveying of TSR. Still no response from Crown Lands.</p> <p>17/09/15/10/2018 No change to above, Will follow up with Crown Lands</p> <p>15/11/2018 No change to status.</p> <p>Followed up with Crown Lands - awaiting response</p>		
--	--	--	--	--	--	--	--	--

						10/12/2018	Deed of Agreements forwarded to property owners to sign		
						21/02/19	Received one signed Deed of Agreement back, contacted LALC to undertake site survey of Crown Land. No response received from Crown Lands to date.		
						18/03/19	Received the other signed Deed of Agreement, awaiting on LALC to confirm site survey requirements.		
						12/04/19	Followed up & requested LALC to confirm site survey requirements.		
						10/5/19	Awaiting cost from LALC for site survey requirements.		
						14/6/19	Site Survey undertaken by LALC		
						15/07/19	Amended quotation sought from Surveyor for acquisition of TSR portion of road reserve required.		
						19/8/19	Surveyor engaged.		
28/6/17	94/17 ECO11/17	Lease of Council Controlled Land – Road Reserve Resolved that Council: (1) Approve the lease of the land as identified in the report to the property owner of Lot 1 Sec 79 DP 758959 for a minimum period of ten (10) years with an option to extend for a further ten (10) years as negotiated with Council with all legal costs and survey to be	(Engineering Officer)			12/07/17	Advised Applicant by way of phone call 12.07.2017. Awaiting further details from Applicant to be provided to Council prior to proceeding.	B	
						13/12 20/03	Still awaiting details from Applicant prior to Council proceeding		

		borne by the property owner; and (2) Approve the signing of the Lease Agreement by the Chief Executive and Mayor under the Seal of Council once the Lease Agreement is determined by Council.				14/05/2018 15/06/2018 16.07.18 15/11/2018 19/3/19 12/04/19 10/5/19	Ongoing as per previous comment Met with Client Representative and discussed draft lease agreement. Ongoing. Ongoing as per previous comment. No change to status. No change to status Contact made with applicant. Awaiting further advice. Still awaiting advice.		
23/5/18	91/18 ENV9/18	Jennings Sewerage Scheme: Preliminary Assessment Report Resolved that Council: (1) Receive and note the Jennings Sewerage Scheme Preliminary Assessment by HunterH ₂ O (2017). (2) Endorse continued dialogue with Southern Downs Council. (3) Investigate funding opportunities to enable connection to the common effluent drainage system.	Manager Water & Waste			11/6 & 11/7 13/9/18 (COO comment) 8/11	Contact has been made with the SDRC Water and Wastewater Engineer Coordinator. Discussions are ongoing. On hold in view of insufficient TSC resources to progress this matter and other more pressing operational demands / 2018/2019 Ops plan follow up. Brought up at the SDRC/TSC Cross Border meeting. TSC to engage with SDRC to test appetite for community acceptance (increases in operational charges) and subsequently (if deemed necessary) a joint application to Cross Border Commissioner for funding the upgrade and augmentation.	B	

						4/12	COO to discuss with SDRC counterpart.		
						21/2/19 (COO comment)	This will not be looked at for 6 months with current issues to be dealt with		
						15/03/2019	Continuing investigations.		
						17/6	Lower priority at present due to (emergency) water issues at Tenterfield		
27/6/18	125/18 ENV14/18	<p>Former Arsenic Processing Plant, Jennings NSW – Voluntary Management Proposal Under the Contaminated Land Management Act 1997</p> <p>Resolved that Council:</p> <p>(1) In conjunction with NSW Department of Industry – Crown Lands and Water, assists in the staged approach as outlined in the Voluntary Management Proposal; and</p> <p>(2) Commences the Road Closure Process in accordance with the Roads Act 1993 for the following sections of Council road reserves to enable NSW Department of Industry – Crown Lands and Water to secure perimeter fencing around the entire proposed Project Site Boundary to minimize access to the public, livestock and wildlife:</p>	Engineering Officer			16.07.2018	Letter to be forwarded to NSW Department of Industry – Crown Lands notifying of resolution. Road Closing process to commence as per Council Information Pack which has been developed to support Councils transition into new legislation (Amendments to Roads Act 1993) around council road closures that commenced 1 July 2018.	B	
						13.08.18	Advertising completed for community engagement sessions to be held 27.08.2018 in Jennings. Letterbox drop to be completed this week.		
						13/9/18	Community meetings held on 27.08 at Jennings. Road closures advertised. Authorities & adjoining landholders referenced 12.09.18.		
							Engineering Officer working with EPA/ Crown		

		<input type="checkbox"/> Portion of Gladstone Street road reserve adjacent to Lot 4, Lot 5, Lot 6, Lot 7 DP 758540 between the sealed section of Gladstone Street and King Street; <input type="checkbox"/> Track in use between King Street and the sealed section of Gladstone Street; <input type="checkbox"/> Portion of Robinson Street road reserve between King Street and the maintained section of Robinson Street (approximately 60m south of Manor Street).				<p>15/10/18</p> <p>19/11/18</p> <p>10/12/2018</p> <p>21/02/2019</p> <p>18/3/19</p> <p>12/04/19</p> <p>10/5/19</p>	<p>Lands. Advertised road closures 12.09.18. Authorities & adjoining landholders referenced. Submission period of 28 days required.</p> <p>Granted Crown Lands & extension of time as requested of 28 days to respond to road closure applications. Crown Lands are currently surveying area as it appears they may require a portion of King Street road reserve as part of the project area but will confirm once surveyed.</p> <p>Further Report going to November Council Meeting.</p> <p>See Resolution 266/18.</p> <p>Objections satisfied, proceeding with road closure process</p> <p>Referenced Authorities & adjoining landholders on Council resolution.</p> <p>EO Liaising with DPI & Crown Land re Essential Energy easement & survey plans.</p> <p>Plans being arranged. Storage of Perimeter fencing being arranged for works to be completed soon.</p> <p>Fencing stored at Council Depot, will be erected in coming weeks.</p> <p>Teleconference held with stakeholders 10/5/19.</p>		
--	--	--	--	--	--	---	---	--	--

						14/6/19	Letters forwarded to residents re fencing works occurring. Advertised in Your Local News.		
						15/07/19	Soil sampling off-site to be undertaken by EPA expected end June. Perimeter fencing of site commenced by Crown Lands.		
						19/8/19	Fencing complete, signage to be erected once received from Crown Lands		
22/8/18	181/18 ENV16/18	<p>Former Arsenic Processing Plant, Jennings NSW – Voluntary Management Proposal Under the Contaminated Management Act 1997</p> <p>Resolved that Council, in addition to Council Resolution No. 125/18:</p> <p>(2) Commences the Road Closure Process in accordance with the Roads Act 1993 for the following section of Council road reserve to enable NSW Department of Industry – Crown Lands and Water to secure perimeter fencing around the entire proposed Project Site Boundary to minimize access to the public, livestock and wildlife:</p>	Engineering Officer			13/9/18	Engineering Officer working with EPA/ Crown Lands. Advertised road closures 12.09.18. Authorities & adjoining landholders referenced. Submission period of 28 days required.	B	
						15/10/18	Granted Crown Lands & extension of time as requested of 28 days to respond to road closure applications. Crown Lands are currently surveying area as it appears they may require a portion of King Street road reserve as part of the project area but will confirm.		
						19/11/18	Further Report going to November Council Meeting		
						10/12/2018	See Resolution 266/18 Objections satisfied, proceeding with road closure process		

		<ul style="list-style-type: none"> Portion of unnamed road reserve between King Street ending at the north eastern boundaries of Lots 4 and 10 DP 758540. <p>Upon closure, it is understood that all of the mentioned road reserves will vest in the Crown.</p>							
26/9/18	208/18 ENV20/18	<p>Proposed Mingoola Rural Fire Service Station</p> <p>Resolved that Council resolve to delegate authority to the Chief Executive to obtain the required land within the Travelling Stock Route (TSR32548) at Mingoola (as per site diagram) for the purpose of constructing a Rural Fire Service Station and become the Crown Land Manager of that land.</p>	CCO PS			12/10/18	Seeking letters of support from RFS and Local Land Services for Crown Land requirements.	B	
						19/11/18	Awaiting letters of support.		
						7/12/18	Letter sent to the Minister requesting to be Crown Land Manager and to enable the RFS Shed.		
						14/3/19	Followed up status with Crown Land, they are processing our request.		
						13/5/19	Ongoing		
						12/6/19	Crown Lands have requested exact site locations and details for entry in the Gazette. Details will be forwarded to Crown Lands ASAP.		
						9/7/19	Awaiting exact site location map.		

						15/8/19	Awaiting response from Crown Lands		
25/10/18	241/18 GOV82/18	<p>Treasury Corporation Borrowings – Approval for Council to Approach Relevant Parties with a View to Gaining Access to this Source of Loan Funds (Subject to Meeting TCorp Guidelines)</p> <p>Resolved that Council approved the Mayor and Chief Executive to write to the Minister for Local Government to request permission for Council to be given access to Treasury Corporation (TCorp) borrowings (subject to meeting TCorp Guidelines) and that should a favourable response not be forthcoming by the end of November 2018, other avenues to raise the profile of this issue be explored by Council.</p>	CCO MF&T			13/11 19/3 12/04/19	<p>Commenced process, waiting until yearly Statements published.</p> <p>Council wrote to the Minister for Local Govt in Dec 2018. Response received in Jan 2019 advising Council to liaise with OLG. Council has contacted OLG to ascertain the process that needs to be followed in order to prove that we are financially sustainable and Council is awaiting a response.</p> <p>Council has received letter from OLG requesting an updated submission demonstrating financial sustainability in line with the defunct FFF Ratios. Work has commenced on preparing the submission however will be impacted by Budget and Audit process.</p>	B	
25/10/18	244/18 COM20/18	<p>Leasing of Council Owned Properties</p> <p>Resolved that Council:</p> <p>(1) Resolve to delegate authority to the Chief Executive to enter into three (3) year leases for the following properties, in line with expected income projections contained in the report for the following:</p> <p><input type="checkbox"/> Lot 1 DP 390204</p> <p><input type="checkbox"/> 134 Manners Street, Tenterfield; and</p>	CCO PS			19/11/18 03/12/18	<p>Anticipate advertising early December 2018 or earlier.</p> <p>2 Properties have been advertised. One property held back to verify further conditions to be added to lease if required. Anticipated to be advertised in January 2019.</p>	B	

		<p>(2) Resolve to delegate authority to the Chief Executive to enter into a two (2) year lease for the following property, in line with expected income projections contained in the report for the following:</p> <ul style="list-style-type: none"> 8933 New England Highway, Tenterfield; and <p>(a) Reasonable access to be provided to Council staff for Council purposes for the agricultural properties</p> <p>(b) Signage income remains the property of TSC (access and advertising)</p> <p>(3) Authorises the Leases be signed under the Seal of Council by the Mayor and the Chief Executive.</p>				<p>7/12/18</p> <p>14/2/19</p> <p>14/3/19</p> <p>9/4/19</p> <p>13/5/19</p> <p>12/6/19</p> <p>9/7/19</p> <p>15/8/19</p>	<p>134 Manners St and 8933 New England Highway advertised as an EOI 5/12/18.</p> <p>Investigations ongoing for Lot 1 DP 390204.</p> <p>Lease being prepared for 8933 New England Highway.</p> <p>No suitable EOI received for 134 Manners St.</p> <p>Investigations ongoing for Lot 1 DP 390204.</p> <p>Lease for 8933 New England Hwy to be signed by Lessee.</p> <p>134 Manners St currently being used for Council Administration purposes.</p> <p>Investigations ongoing for Lot 1 DP 390204</p> <p>Lease for 8933 New England Hwy finalised</p> <p>Investigations ongoing for Lot 1 DP 390204</p> <p>Investigations ongoing for Lot 1 DP 390204</p> <p>Lot 1 DP 390204 investigations almost complete. Expect to be able to advertise Expression of Interest shortly.</p> <p>Expression of Interest advertised, closes 24/7/19.</p> <p>Both parties agree on terms. Lease being drawn up by lawyers.</p>		
--	--	---	--	--	--	---	---	--	--

28/11/18	264/18 COM22/18	<p>Electric Vehicle Recharging Station Resolved that Council:</p> <p>(1) Authorises that the License to Occupy for Charging Stations for Electric Vehicles be signed under the Seal of Council by the Mayor and the Chief Executive, thus committing one (1) car space in the northern carpark to be allocated for a five (5) year peppercorn lease to NRMA for the purposes of electric car recharging; and</p> <p>(2) Ask NRMA to print a promotional article in <i>The Road Ahead</i> extolling the virtues of Tenterfield Shire Council tourist attractions.</p>	A/E&I EA&M			10/12/18 22/1 21/2 12/8	<p>Correspondence being drafted to NRMA to advise of the resolution and commence negotiations.</p> <p>Negotiations with NRMA ongoing.</p> <p>Still awaiting a response from NRMA.</p> <p>Emailed NRMA for update.</p>	B	
28/11/18	266/18 ENV24/18	<p>Former Arsenic Processing Plant, Jennings NSW – Voluntary Management Proposal Under the Contaminated Land Management Act 1997 Resolved that Council, in addition to Council Resolution Nos. 125/18 and 181/18: Continues the Road Closure Process in accordance with the Roads Act 1993 to incorporate the additional portions of Council road reserves to enable NSW Department of Industry – Crown Lands and Water to secure perimeter fencing around the entire proposed Project Site Boundary to minimise access to the public, livestock and wildlife and subject to objections being resolved:</p> <p><input type="checkbox"/> Portion of King Street road reserve and Gladstone Street road reserve as identified and fenced (highlighted yellow) as per</p>	EO			11/12	<p>Ongoing – See Resolutions 125/18 and 181/18.</p>	B	

		<p>attachment (Survey Plan Dwg No. TE180470-SV1).</p> <ul style="list-style-type: none"> <input type="checkbox"/> Upon closure, it is understood that all of the mentioned road reserves will vest in the Crown. <input type="checkbox"/> Upon completion of bitumen sealing of King Street to be undertaken by Crown Lands, Council will be required to update Council's Road Register accordingly for ongoing maintenance of King Street, Jennings between Ballandean Street and Robinson Street. 							
28/11/18	285/18 ENV25/18	<p>Tenterfield Dam Upgrade – End of Project Status and Future Followup Resolved that Council:</p> <p>(1) Note the completion of the project which otherwise would have achieved time and budget targets except for necessary changes to work scope design and additional project work; and further</p> <p>(2) That Council write to the NSW Water Minister seeking additional grant funding for increased works costs necessary to fully complete the project and deliver a durable quality asset for the State and Tenterfield; and further</p> <p>(3) That Council subject to whatever level of extra funding provided by the NSW Government, endorse staff engaging in due process needed to increase dam project loan funding from the current \$5.45M approved level up to a maximum of \$1.03M to cover shortfall on initial loan funding</p>	COO EA&M		Yes	11/12 20/2 3/5 17/6	<p>Planning for event to commence early Jan 19.</p> <p>Due to dry conditions an 'Official Opening' event will be rescheduled at a future date, however a date to be determined for a visit for Councillors to inspect the dam wall upgrade.</p> <p>Considering "Open Day" with guided tours following adoption of the Budget for education purposes re new charge.</p> <p>Emergency water issues taking priority at the current time.</p>	B	

		undertaken and extra project works. <i>Noted: Public Tour of Dam Wall and Official Opening to be held early February 2019.</i>							
19/12/18	300/18 ENV29/18	Waste Services Review 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	MW&W			15/3 08/04 14/6 11/7 24/7	(8)The brief for the hydrological study has been issued, with closing date on the 15 th February 2019. The brief for the REF and quotations have been sent with closing for quotations 22/3/2019. Works on the hydrological study commence on Wednesday 10 April 2019. REF has been awarded and works are due to commence in April 2019. Hydrology report finalised awaiting REF Reports to July 2019 Council Meeting. See Resolutions 141/19 and 142/19	C	

		<p>(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</p> <p>(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</p> <p>(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</p> <p>(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</p> <p>(9) By 2021 negotiate a contingency landfill arrangement in the event of issues with the development of Boonoo Boonoo Stage 1; and</p> <p>(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</p> <p>(11) By 2021, update Council's Waste Strategy.</p>							
27/2/19	10/19 ENV1/19	<p>Water Dispensing Station at Urbenville <u>Resolved</u> that Council:</p>	MW&W			15/3	Water purchased and prepared at Urbenville, dispenser and Ground estimated	B	

		<p>(1) Approves the purchase of a custom water dispensing station for installation in Urbenville; and</p> <p>(2) Authorise \$40,000 reallocation from current Capex budget item Tenterfield Mains Replacement (#7484.506) to fund this capital purchase; and</p> <p>(3) Liaise with Kyogle Council regarding contribution to the installation of the Urbenville water dispensing station.</p>				<p>08/04 completion end March 2019.</p> <p>Solar arrays have arrived. Dispenser will be installed Tuesday 9/4.</p> <p>Due to staff shortages dispenser has not yet been installed however rainfall in the area has alleviated the urgency – anticipated completion in June 2019.</p> <p>Dispenser awaiting installation expected June 2019</p> <p>Delay due to staffing</p>		
27/2/19	30/19 COM3/19	<p>Compulsory Acquisition of Crown Land for the Mt Lindesay Road Upgrade – 0-6km Section East of Legume</p> <p>Resolved that Council:</p> <p>(1) Proceed with the compulsory acquisition of the land described as part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 for the purpose of operational land being for road widening in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 and subject to the Undetermined Aboriginal Land Claim being withdrawn; and</p> <p>(2) Make an application to the Minister and the Governor for approval to acquire part of Lot</p>	EO			<p>18/3 Awaiting Final plans to be sent with application to Minister.</p> <p>12/04 No change to status.</p> <p>10/5/19 No change.</p> <p>12/7/19 Final plans being reviewed.</p> <p>12/7/19 Pricing being sought from registered surveyors for the initial set out of proposed acquisition areas.</p> <p>19/8/19 No change to status.</p>	B	

		<p>7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 by compulsory process under section 177(1) and 177(2)(b) of the Roads Act 1993; and</p> <p>(3) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to the minimum 60 days.</p>							
27/2/19	31/19 ECO1/19	<p>Acquisition of Part of Lot A DP 15674, 69 High Street, Tenterfield for Constructed Cycleway Resolved that Council:</p> <p>(1) Accept the proposal dated 7 December 2018 from Property Law & More Pty Ltd in amount \$30K for Council to acquire the land containing the cycle way and encompassing the Tenterfield Creek to the existing hedge line located on the residential property of 69 High Street, Tenterfield (approximately 2,235m²) in full compensation of the land; and</p> <p>(2) Fund associated survey and reasonable legal costs to finalise this matter.</p>	EO			18/3	EO verbally advised Solicitor of council resolution. Will follow up with correspondence.	B	
						12/04/19	Correspondence sent to Property Law & More Pty Ltd advising of resolution.		
						10/5/19	Further correspondence sent to Property Law & More Pty Ltd. In Principle Agreement received from Property owner.		
						14/06/19	Awaiting survey quotations.		
						26/6/19	Purchase Order issued to Tenterfield Surveys to undertake the required survey works. Development Application submitted to Council by Surveyor.		
						19/8/19	Awaiting Survey		
27/3/19	39/19 ECO4/19	<p>2019 Business & Tourism Excellence Awards Resolved that Council:</p> <p>(1) Approve the 2019 Tenterfield Business & Tourism Excellence</p>	MEDCE TO		Yes - Media Release will be provided		Business tourism excellence awards has been deferred to November 2019.	B	

		<p>Awards being moved from August 2019 to November 2019; and</p> <p>(2) Review this situation in July 2019 to determine the best way forward; and</p> <p>(3) Review process to promote and widen participant level.</p>			upon confirmation of November dates and format.				
27/3/19	53/19 GOV18/19	<p>Upgrade To Council's Wireless Infrastructure Resolved that Council:</p> <p>(1) Enters into a contract with Northern Communications for the quoted amount of \$166,000 (rounded) to urgently upgrade Council's Wireless Infrastructure Network; and</p> <p>(2) Provides a total overall budget of up to \$200,000 be allocated for the purpose of completing this upgrade to Council's Wireless Infrastructure Network (which also includes some additional electrical work that is required, and contingency funds); and</p> <p>(3) Invokes the provisions of sections 55(3) (i) and (k) of the Local Government Act 1993, which allows exemptions in certain circumstances to Councils from having to follow normal tender requirements. In this case the reasons Council seeks to claim an exemption from the requirement to tender to engage Northern Communications for this contract are twofold:</p>	CCO MFT			13/5	<p>Northern Communications have been engaged to undertake this work and preliminary work is underway.</p> <p>Line of site issues have been resolved.</p> <p>Work is expected to be completed in September 2019.</p>	B	

		<p>(a) It is being made as a result of extenuating circumstances and where a satisfactory quick result would not be achieved by inviting tenders; and</p> <p>(b) It is being made due to an emergency – staff productivity is being impacted by having wireless technology that no longer meets Council’s operational requirements.</p>							
24/4/19	67/19 ECO5/19	<p>Timber Bridges Update Resolved that Council:</p> <p>(1) Notes out the balance of Council’s timber bridge inventory that had no prior level 3 structural inspection, engineers independent of Council suggested the implementation of load limits on 20 bridges across the TSC road network over and above what already is load limited. These recommendations related to current conditions and no long term maintenance; and</p> <p>(2) Endorse the non-application of load limits for up to 24 months based on risk management of the impaired bridges via;</p> <p>a. Load testing of structures where load limits of less than 10T have been recommended, to confirm deflections and allowable load.</p> <p>b. Application of 10km/hr speed signage and speed bumps ahead of bridges for which a load limit was recommended in engineering reports as determined safe by Engineering Department.</p>	A/D E/I WM MAPP		Yes 6/7/19	3/5/19	Schedules have been drawn up for implementation.	B	

		<p>c. Increased frequency of level 2 bridge condition inspections to once every 4 months for all structures for which a load limit was recommended in engineering reports.</p> <p>d. Per the engineering reports, carry out required maintenance over a 2 year period and or equivalent cost effective interim solutions that effectively will strengthen structures to carry envisaged T44 loading for the next 10-15 years until timber bridges can be replaced.</p> <p>e. Redo level 3 inspections after 2 years on any structure having a prior load limit recommendation that has not already been upgraded.</p>							
26/6/19	107/19 ECO8/19	<p>Truck Wash Options Report Resolved that Council request that a detailed concept design for a truck wash, using current design information where practical, for a site at the northern area of Council's Tenterfield Depot including input from relative government agencies such as Roads & Maritime Services and additionally a design for a truck wash at the southern side at the Tenterfield Saleyards be prepared and resubmitted to Council for consideration.</p>	MAPP			12/7/19	Revised concept designs being compiled for Depot site and Saleyards southern area site.	B	
26/6/19	108/19 ECO9/19	<p>Tenterfield Saleyards - Loading Ramp Upgrade Resolved that Council:</p> <p>(1) Request that staff prepare an amended design for a double height loading ramp at the Tenterfield Saleyards that</p>	MAPP			12/7/19	Amended design details being prepared to amend loading ramp 5.	B	

		<p>(2) upgrades the existing ramp number 5; Amends the current development application for a truck wash and double height loading ramp to relate only to the amended upgrade of loading ramp number 5; and</p> <p>(3) Includes any necessary alteration to loading ramp number 4 and immediate turnaround area.</p>							
26/6/19	111/19 ENV8/19	<p>Tenterfield Local Environmental Plan 2013 – Planning Proposal – Minor Amendments Resolved that Council endorses the Planning Proposal contained in the Attachment and forwards it to the Department of Planning & Environment requesting a Gateway Determination under the provisions of Section 3.33 of Division 3.4 the <i>Environmental Planning & Assessment Act, 1979</i>.</p>	CCO MP&DS			01/07/19 1/08/2019	Progressing. Awaiting Gateway Determination from Department of Planning	B	
26/6/19	112/19 ENV9/19	<p>Emergency Water Security Augmentation Project – Tenterfield Resolved that Council approves the use of Section 55 of the <i>Local Government Act, 1993, Part (3) (c) and (3) (k)</i> for the express purpose of reducing the risk of Tenterfield running out of water, prior to the delivery of multiple mitigation methods contained in the body of this report as defined by the Emergency Water Security Augmentation Project.</p>	CE CCO			17/7	The project is progressing but not without daily challenges. Using Section 55 where necessary.	B	

26/6/19	117/19 GOV34/19	<p>Local Government NSW Annual Conference – 14 to 16 October 2019 Resolved that Council:</p> <p>(1) Approve the attendance of the Mayor, Deputy Mayor and Chief Executive to represent Council at the Local Government NSW Annual Conference at Warwick Farm, 14 to 16 October 2019 and future Local Government NSW Annual Conferences, and Council Policy be amended to reflect this change.</p> <p>(2) Endorse the Mayor as the voting delegate of Tenterfield Shire Council for the Annual Conference.</p> <p>(3) Consider motions for submission to the 2019 Local Government NSW Annual Conference.</p>	EA&M			15/7 12/7 2/8	<p>Registration, Accommodation and Travel booked.</p> <p>Motions for submission to July 2019 Council Meeting for adoption.</p> <p>Councillor Expenses and Facilities Policy No 1.160 to be submitted for update at the August 2019 Council Meeting.</p> <p>Motions submitted. See Resolution 145/19</p>	C	
26/6/19	118/19 GOV35/19	<p>Tenterfield Shire Council Code of Conduct 2018, Procedures for the Administration of the Code of Conduct 2018 and Code of Meeting Practice 2018 Resolved that Council:</p> <p>(1) Adopt the 2018 Model Code of Conduct for Local Councils in NSW as the Tenterfield Shire Council Code of Conduct 2018 (Attachment 4, Attachment Booklet 3);</p> <p>(2) Adopt the 2018 Administration of the Model Code of Conduct for Local</p>	MCS,G&R EA&M			2/7/19	<p>Updated documents placed on Council website.</p> <p>Code of Conduct Training for Councillors & Staff to be arranged.</p>	B	

		<p>Councils in NSW as the Tenterfield Shire Council Procedures for the Administration of the Code of Conduct 2018 (Attachment 5, Attachment Booklet 3), and</p> <p>(3) Adopt the 2018 Model Code of Meeting Practice for Local Councils in NSW as the Tenterfield Shire Council Code of Meeting Practice 2018 (Attachment 6, Attachment Booklet 3).</p>							
26/6/19	129/19 ECO11/19	<p>Sale of Lot 7 Melaleuca Court - Tenterfield Industrial Park</p> <p>Resolved that Council proceed with the sale of Lot 7 Melaleuca Court to Mr Grant Townes of Grant Townes Haulage as outlined in this report.</p>	CE A/ED&CE			9/7/19	Signed documents returned to solicitor.	B	
24/7/19	131/19 MIN6/19	<p>Confirmation of Previous Minutes</p> <p>Resolved that the Minutes of the following Meeting of Tenterfield Shire Council:</p> <p style="padding-left: 20px;"><input type="checkbox"/> Ordinary Council Meeting - 26 June 2019</p> <p>as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.</p>	EA&M			25/7	Signed & updated on website	C	
24/7/19	132/19 MM6/19	<p>Funding of Helicopter Landing Pads</p> <p>Resolved that Council:</p> <p>(1) Seek Government funding for helicopter landing pads not only in Tenterfield but also in our outlying villages to support safety for the</p>	A/D E/I LEMO Barry Frew			19/8	Investigations into possible grant funding have commenced.	B	

		<p>new and heavier helicopters that are being used; and</p> <p>(2) Meet with the Westpac Helicopter Organisation to find out where these pads would need to be placed.</p>							
24/7/19	133/19 MM7/19	<p>Survey for Waste Bin Service – Bryans Gap Road Resolved that Council:</p> <p>(1) Undertakes a letter drop survey the entire length of Bryans Gap Road from the Bruxner Highway to Mt Lindesay Road to determine if a waste bin pick-up service is supported; and</p> <p>(2) That Council receive a report on outcomes and future proposed action.</p>	M W&W			19/8/19	Letter has been drafted and is awaiting formatting and sending.	B	
24/7/19	134/19 COM6/19	<p>Mingoola Waste Transfer Station Resolved that Council:</p> <p>(1) Resolve to seek a Licence from the Minister for approximately 10 hectares at the southern most end of Lot 7018 in DP1075723 at Mingoola for the purpose of constructing a Waste Transfer Station; and</p> <p>(2) Authorise the Chief Executive to sign the Licence; and</p> <p>(3) Resolve to conduct investigations and processes to compulsorily acquire the Licenced area by way of subdivision.</p>	CCO M P&B			15/8/19	Licence application to be lodged.	B	
24/7/19	135/19	Peter Allen Festival 2019 – Road Closure	A/MED&CE			19/8	Amount of \$2,952.99 deducted from total	B	

	ECO12/19	Resolved that Council support the 2019 Peter Allen Festival by providing supplementary sponsorship to the value of \$2,952.99 and invoicing the Festival road closure costs of \$5,661.51 to satisfy the full fee of \$8,614.50 as per Fees and Charges 2019/2020.	EO MF&T				amount for Community Contributions/Donations		
24/7/19	136/19 ECO13/19	Funding for Bridge Over the Clarence River on Hootons Road (Asset ID 13345, Bridge No 61112) Resolved that Council: (1) Approve a payment of up to \$550,000 to Kyogle Council for the purpose of replacing the bridge over the Clarence River on Hootons Road (Asset ID 13345, Bridge Number 61112) subject to the design being satisfactory to the Tenterfield Shire Council's Director of Engineering / Infrastructure and on the condition that any cost overruns are borne by Kyogle Council. (2) That a request be made to Kyogle Council for Tenterfield Shire Council's Engineering Department to have a representative/s involved in the project. (3) That Council's contribution to this project be funded by: a) A fixed or variable interest rate loan; or b) Grant funding; or c) Use of unrestricted cash; or d) a combination of the above at the determination of the Chief Executive on advice from the Manager Finance & Technology when the payment	A/D E/I			1/8 16/8	Letter outlining Council's resolution send to Kyogle Council. Response received from Kyogle thanking Council for agreeing to partner. "Staff from out 2 councils will be in contact moving forward to discuss the technical details of the project.	B	

		falls due to Kyogle Council (in recognition of the fact that some payments may not fall due immediately). (4) That Council be kept up to date on the progress of this matter via Monthly Capital Expenditure Report.							
24/7/19	139/19 ENV10/19	Review of NSW Energy From Waste Policy Statement Resolved that Council receive and note the report.	CE					Noted - Information Report Only	C
24/7/19	140/19 ENV11/19	Mt Lindesay Road Waste Collection Service 2019 Update Resolved that Council continue with an opt-in waste collection service on the Mt Lindesay Road between the Boonoo Boonoo landfill and Urbenville (as well as the townships of Liston and Legume) (business as usual) and conduct a further review in two (2) years' time.	M W&W			19/8/19		Service is being continued. Has been discussed with operational staff and a plan developed for opt-in collection.	C
24/7/19	141/19 ENV12/19	Boonoo Boonoo Landfill Hydrology Study Resolved that Council receive and note the report.	M W&W					Noted - Information Report Only	C
24/7/19	142/19 ENV13/19	Boonoo Boonoo Landfill - Review of Environmental Factors (REF) Resolved that Council receive and note the report.	M W&W					Noted - Information Report Only	C
24/7/19	143/19 GOV39/19	Monthly Operational Report - June 2019 Resolved that Council receives and notes the status of the Monthly Operational Report for June 2019.	CE EA&M					Noted & uploaded to website	C
24/7/19	144/19 GOV40/19	Delegation for Chief Executive Leave Period - 28 July 2019 to 11 August 2019 Resolved that Council: (1) Approve the temporary appointment of	CCO MCS,G&R					Noted and actioned.	C

		<p>Tenterfield Shire Council's Manager Planning & Development Services, Tamai Davidson, to the position of Acting Chief Executive for the period Sunday 28 July 2019 to Saturday 3 August 2019 inclusive;</p> <p>(2) Approve the temporary appointment of Tenterfield Shire Council's Chief Corporate Officer, Kylie Smith, to the position of Acting Chief Executive for the period Sunday 4 August 2019 to Sunday 11 August 2019 inclusive;</p> <p>(3) Subject to Section 377 of the NSW Local Government Act 1993, confer the delegations of Council to the Chief Executive on Council's Acting Chief Executive Tamai Davidson for the period Sunday 28 July 2019 to Saturday 3 August 2019 inclusive, and</p> <p>(4) Subject to Section 377 of the NSW Local Government Act 1993, confer the delegations of Council to the Chief Executive on Council's Acting Chief Executive Kylie Smith for the period Sunday 4 August 2019 to Sunday 11 August 2019 inclusive.</p>							
24/7/19	145/19 GOV41/19	<p>2019 Local Government NSW Annual Conference – Submission of Motions Resolved that Council approve the following motions for submission to Local Government NSW for inclusion in the 2019 Annual Conference Business Paper.</p> <ul style="list-style-type: none"> • Motion 1 - That LGNSW seek support from the 	CE EA&M			2/8	Motions submitted	C	

		<p>Australian Local Government Association (ALGA) to lobby the Federal Government for a further review of the Higher Education Loan Program (HELP), including, inter alia, the possible reduction or removal of the HELP liability for new graduates who secure employment in rural Council areas.</p> <ul style="list-style-type: none"> • Motion 2 - That LGNSW lobbies the NSW State Government to request that NSW National Parks & Wildlife Service, NSW Forestry Corporation and NSW Local Land Services, as a duty of care, undertake an increased level of park and forest fire management activities, including increased hazard reduction burns and increased numbers of dams and water infrastructure points for firefighting purposes into the future. 							
24/7/19	146/19 GOV42/19	<p>Finance & Accounts - Period Ended 30 June 2019 Resolved that Council receive and note the Finance and Accounts Report for the period ended 30 June 2019.</p>	MF&T				Noted	C	
24/7/19	147/19 GOV43/19	<p>Capital Expenditure Report as at 30 June 2019 Resolved that Council receive and note the Capital Expenditure Report for the period ended 30 June 2019</p>	MF&T				Noted	C	
24/7/19	148/19 GOV44/19	<p>Report on Loan Balances Resolved that Council notes the loan balance as at 30 June 2019 was \$10,055,186.18 (\$7,209,272.39 as at 31 March 2019).</p>	MF&T				Noted	C	

24/7/19	149/19 RC14/19	Reports of Committees & Delegates – Parks, Gardens & Open Space Advisory Committee – 20 June 2019 Resolved that the report and recommendations from the Parks, Gardens & Open Space Advisory Committee meeting of 20 June 2019 be received and noted.	CCO MOSR&U				Noted	C	
24/7/19	150/19 RC15/19	Reports of Committees & Delegates – Tourism Advisory Committee (Tenterfield Meeting) – 3 July 2019 Resolved that: (1) The report and recommendations from the Tourism Advisory Committee meeting of 3 July 2019 be received and noted; and (2) The Chief Executive be requested to have Council staff, in conjunction with the Tourism Advisory Committee, provide costings with regard to developing mountain biking services in the form of mapping, signage and marketing and that these costings be presented to the Tourism Advisory Committee; and (3) The Tourism Advisory Committee, together with Council staff, seek appropriate funding sources once an estimated cost has been established, to fund the development of mountain biking services in the form or mapping, signage and marketing. (4) Once costing and funding sources have been identified that they be presented to Council for approval, with the estimated	CE A/MED&CE			20/8	Current mapping information shared with Committee. Discussion re the formation of a Mountain Bike Sub-Committee took place at Woodenbong Meeting of 19/8.	B	

		cost and funding source to be included in the next available quarterly budget review together with details as to whether the work is to be outsourced to contractors or undertaken in-house by Council staff.							
24/7/19	151/19 RES6/19	Council Resolution Register – July 2019 Resolved that Council notes the status of the Council Resolution Register to July 2019.	EA&M			6/8	Request for Minutes of Liquor Accord to be submitted to Council in future referred to CDO.	C	