

**ORDINARY COUNCIL MEETING**  
**WEDNESDAY, 25 SEPTEMBER 2019**

**ATTACHMENT BOOKLET 5**

Attachment No. 7

Resolution Register – September 2019

## RESOLUTION REGISTER – COUNCIL MEETINGS – SEPTEMBER 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	245/16 ECO2/16	<p><b>Snake Creek Road – Road Reserve</b> Resolved that Council:</p> <p>(1) Negotiate with the affected landowner to transfer the land required to formalise the road reserve of Snake Creek Road to Council at fee simple (\$1); and</p> <p>(2) Investigate the costs involved with undertaking the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve encompassing the existing formed section of road known as Snake Creek Road, south east of the Bruxner Highway traversing Lot 177 DP 751541 for a distance of approximately 400m to the property boundary of Lot 4 DP 751541; and</p> <p>(3) Consider the allocation of funds in the 2017/18 annual budget to finalise the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve at Snake Creek Road.</p>	(Engineering Officer)	Affected landowners to be advised	NR	<p>29/09/16</p> <p>20/04</p> <p>01/05 &amp; 03/05</p> <p>28/08/17</p> <p>16/10/2017</p> <p>19/02</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>Quotations for surveying works to be forwarded next week.</p> <p>Correspondence sent to adjoining land owners including Crown Lands requesting feedback.</p> <p>Met on-site with property owner to discuss proposed road width, further report to council once advice received from Crown Lands as TSR land.</p> <p>Phone discussion held with LLS. Council awaiting formal response prior to proceeding.</p> <p>Discussions held with Crown Lands regarding application process for road opening over TSR land.</p>	B	

						20/03	Ongoing as per previous comment		
						09/04/2018	Further discussion held with LLS, letter now to be sent requesting TSR not to be included in road opening process. LLS to respond.		
						14/04/2018	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.		
						15.6.18	Instructed Solicitors to draft agreements for affected property owners 25.05.2018.		
						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.		
						13/08/2018	Currently reviewing draft agreements received from Solicitor. No response received from Crown Lands yet due to back log of licences.		
						13/9/18 (COO comment)	Correspondence received by Local Land Services ok to proceed with Surveying of TSR. Still no response from Crown Lands.		
						17/09/	No change to above		

						<p>15/10/2018 15/11/2018 10/12/2018 21/02/19 18/03/19 12/04/19 10/5/19 14/6/19 15/07/19 19/8/19 17/09</p>	<p>No change to above, Will follow up with Crown Lands</p> <p>No change to status.</p> <p>Followed up with Crown Lands - awaiting response</p> <p>Deed of Agreements forwarded to property owners to sign</p> <p>Received one signed Deed of Agreement back, contacted LALC to undertake site survey of Crown Land. No response received from Crown Lands to date.</p> <p>Received the other signed Deed of Agreement, awaiting on LALC to confirm site survey requirements.</p> <p>Followed up &amp; requested LALC to confirm site survey requirements.</p> <p>Awaiting cost from LALC for site survey requirements.</p> <p>Site Survey undertaken by LALC</p> <p>Amended quotation sought from Surveyor for acquisition of TSR portion of road reserve required.</p> <p>Surveyor engaged.</p> <p>No change to above</p>		
28/6/17	94/17	<b>Lease of Council Controlled Land – Road Reserve Resolved</b> that Council:	(Engineering Officer)			12/07/17	Advised Applicant by way of phone call 12.07.2017.	B	

	ECO11/17	<p>(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 borne by the property owner; and</p> <p>(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.</p>				<p>13/12</p> <p>20/03</p> <p>14/05/2018</p> <p>15/06/2018</p> <p>16.07.18</p> <p>15/11/2018</p> <p>19/3/19</p> <p>12/04/19</p> <p>10/5/19</p>	<p>Awaiting further details from Applicant to be provided to Council prior to proceeding.</p> <p>Still awaiting details from Applicant prior to Council proceeding</p> <p>Ongoing as per previous comment</p> <p>Met with Client Representative and discussed draft lease agreement. Ongoing.</p> <p>Ongoing as per previous comment.</p> <p>No change to status.</p> <p>No change to status</p> <p>Contact made with applicant. Awaiting further advice.</p> <p>Still awaiting advice.</p>		
23/5/18	91/18 ENV9/18	<p><b>Jennings Sewerage Scheme: Preliminary Assessment Report Resolved</b> that Council:</p> <p>(1) Receive and note the Jennings Sewerage Scheme Preliminary Assessment by HunterH<sub>2</sub>O (2017).</p> <p>(2) Endorse continued dialogue with Southern Downs Council.</p> <p>(3) Investigate funding opportunities to enable connection to the common effluent drainage system.</p>	Manager Water & Waste			<p>11/6 &amp; 11/7</p> <p>13/9/18 (COO comment)</p> <p>8/11</p>	<p>Contact has been made with the SDRC Water and Wastewater Engineer Coordinator. Discussions are ongoing.</p> <p>On hold in view of insufficient TSC resources to progress this matter and other more pressing operational demands / 2018/2019 Ops plan follow up.</p> <p>Brought up at the SDRC/TSC Cross Border meeting. TSC to engage with SDRC to test appetite for community</p>	B	

						<p>acceptance (increases in operational charges) and subsequently (if deemed necessary) a joint application to Cross Border Commissioner for funding the upgrade and augmentation.</p> <p>COO to discuss with SDRC counterpart.</p> <p>4/12</p> <p>21/2/19 (COO comment)</p> <p>15/03/2019</p> <p>13/9</p> <p>This will not be looked at for 6 months with current issues to be dealt with</p> <p>Continuing investigations.</p> <p>Lower priority at present due to (emergency) water issues at Tenterfield</p>		
27/6/18	125/18 ENV14/18	<p><b>Former Arsenic Processing Plant, Jennings NSW – Voluntary Management Proposal Under the Contaminated Land Management Act 1997</b></p> <p><b>Resolved</b> 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</p>	Engineering Officer			<p>16.07.2018</p> <p>13.08.18</p> <p>Letter to be forwarded to NSW Department of Industry – Crown Lands notifying of resolution.</p> <p>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.</p> <p>Advertising completed for community engagement sessions to be held 27.08.2018 in Jennings. Letterbox drop to be completed this week.</p>	C	

		<p>- 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> <ul style="list-style-type: none"> <li><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;</li> <li><input type="checkbox"/> Track in use between King Street and the sealed section of Gladstone Street;</li> <li><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).</li> </ul>				<p>13/9/18</p> <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>Community meetings held on 27.08 at Jennings. Road closures advertised. Authorities &amp; adjoining landholders referenced 12.09.18.</p> <p>Engineering Officer working with EPA/ Crown Lands. Advertised road closures 12.09.18. Authorities &amp; adjoining landholders referenced. Submission period of 28 days required.</p> <p>Granted Crown Lands &amp; 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 &amp; adjoining landholders on Council resolution.</p> <p>EO Liaising with DPI &amp; Crown Land re Essential Energy easement &amp; survey plans.</p> <p>Plans being arranged. Storage of Perimeter fencing being arranged</p>		
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						12/04/19	for works to be completed soon.		
						10/5/19	Fencing stored at Council Depot, will be erected in coming weeks. Teleconference held with stakeholders 10/5/19.		
						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		
						17/09	Roads have been closed, fencing complete, signage erected, EPA commencing soil sampling with affected residents.		
22/8/18	181/18 ENV16/18	<b>Former Arsenic Processing Plant, Jennings NSW – Voluntary Management Proposal Under the Contaminated Management Act 1997</b> <b>Resolved</b> that Council, in addition to Council Resolution No. 125/18: (2) Commences the Road Closure Process in accordance with the Roads Act 1993 for the following section of Council	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.	C	
						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		



		<p>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> <ul style="list-style-type: none"> <li>• <i>Portion of unnamed road reserve between King Street ending at the north eastern boundaries of Lots 4 and 10 DP 758540.</i></li> </ul> <p><i>Upon closure, it is understood that all of the mentioned road reserves will vest in the Crown.</i></p>				<p>19/11/18</p> <p>10/12/2018</p> <p>17/09</p>	<p>appears they may require a portion of King Street road reserve as part of the project area but will confirm.</p> <p>Further Report going to November Council Meeting</p> <p><b>See Resolution 266/18</b></p> <p>Objections satisfied, proceeding with road closure process</p> <p>Roads have been closed, fencing of the perimeter has been completed, signage installed.</p>		
26/9/18	208/18 ENV20/18	<p><b>Proposed Mingoola Rural Fire Service Station</b></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			<p>12/10/18</p> <p>19/11/18</p> <p>7/12/18</p> <p>14/3/19</p>	<p>Seeking letters of support from RFS and Local Land Services for Crown Land requirements.</p> <p>Awaiting letters of support.</p> <p>Letter sent to the Minister requesting to be Crown Land Manager and to enable the RFS Shed.</p> <p>Followed up status with Crown Land, they are processing our request.</p> <p>Ongoing</p>	B	

						13/5/19 12/6/19 9/7/19 15/8/19 13/9/19	Crown Lands have requested exact site locations and details for entry in the Gazette. Details will be forwarded to Crown Lands ASAP.  Awaiting exact site location map.  Awaiting response from Crown Lands  Awaiting response form Crown Land and Minister.		
25/10/18	241/18 GOV82/18	<p><b>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)</b></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><b>Leasing of Council Owned Properties</b> 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> <ul style="list-style-type: none"> <li><input type="checkbox"/> Lot 1 DP 390204</li> <li><input type="checkbox"/> 134 Manners Street, Tenterfield; and</li> </ul> <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"> <li>• 8933 New England Highway, Tenterfield; and</li> </ul> <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>	CCO PS			19/11/18  03/12/18  7/12/18  14/2/19  14/3/19  9/4/19  13/5/19	<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> <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>	B	
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						12/6/19	Lot 1 DP 390204 investigations almost complete. Expect to be able to advertise Expression of Interest shortly.		
						9/7/19	Expression of Interest advertised, closes 24/7/19.		
						15/8/19	Both parties agree on terms. Lease being drawn up by lawyers.		
						13/9/19	Awaiting for Lessee to sign.		
28/11/18	264/18 COM22/18	<b>Electric Vehicle Recharging Station</b> <b>Resolved</b> that Council: (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 (2) Ask NRMA to print a promotional article in <i>The Road Ahead</i> extolling the virtues of Tenterfield Shire Council tourist attractions.	A/E&I  EA&M			10/12/18	Correspondence being drafted to NRMA to advise of the resolution and commence negotiations.	B	
						22/1	Negotiations with NRMA ongoing.		
						21/2	Still awaiting a response from NRMA.		
						12/8	Emailed NRMA for update.		
						13/9	Nil response to date.		
28/11/18	266/18 ENV24/18	<b>Former Arsenic Processing Plant, Jennings NSW – Voluntary Management Proposal Under the Contaminated Land Management Act 1997</b> <b>Resolved</b> that Council, in addition to Council Resolution Nos. 125/18 and 181/18:	EO			11/12	Ongoing – <b>See Resolutions 125/18 and 181/18.</b>	C	
						17/09	Roads closed, fencing complete, signage erected. Sealing of King Street to be completed by Council by end October as private works.		

		<p>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> <ul style="list-style-type: none"> <li><input type="checkbox"/> Portion of King Street road reserve and Gladstone Street road reserve as identified and fenced (highlighted yellow) as per attachment (Survey Plan Dwg No. TE180470-SV1).</li> <li><input type="checkbox"/> Upon closure, it is understood that all of the mentioned road reserves will vest in the Crown.</li> <li><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.</li> </ul>							
28/11/18	285/18 ENV25/18	<p><b>Tenterfield Dam Upgrade – End of Project Status and Future Followup</b> <b>Resolved</b> 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>	COO EA&M		Yes	11/12  20/2	<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>	B	

		<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 undertaken and extra project works.</p> <p><i>Noted: Public Tour of Dam Wall and Official Opening to be held early February 2019.</i></p>				3/5	Considering "Open Day" with guided tours following adoption of the Budget for education purposes re new charge.		
						17/6	Emergency water issues taking priority at the current time.		
27/2/19	10/19 ENV1/19	<p><b>Water Dispensing Station at Urbenville</b>  <b>Resolved</b> that Council:</p> <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>	MW&W			15/3	Water dispenser purchased and at Urbenville, Ground prepared estimated completion end March 2019.	B	
						08/04	Solar arrays have arrived. Dispenser will be installed Tuesday 9/4.		
						14/5	Due to staff shortages dispenser has not yet been installed however rainfall in the area has alleviated the urgency – anticipated completion in June 2019.		
						14/6	Dispenser awaiting installation expected June 2019		
						11/7	Delay due to staffing		

27/2/19	30/19 COM3/19	<p><b>Compulsory Acquisition of Crown Land for the Mt Lindesay Road Upgrade – 0-6km Section East of Legume</b>  <b>Resolved</b> 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 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>	EO			18/3  12/04  10/5/19  12/7/19  12/7/19  19/8/19	<p>Awaiting Final plans to be sent with application to Minister.</p> <p>No change to status.</p> <p>No change.</p> <p>Final plans being reviewed.</p> <p>Pricing being sought from registered surveyors for the initial set out of proposed acquisition areas.</p> <p><b>No change to status.</b></p>	B	
27/2/19	31/19 ECO1/19	<p><b>Acquisition of Part of Lot A DP 15674, 69 High Street, Tenterfield for Constructed Cycleway</b>  <b>Resolved</b> that Council:</p> <p>(1) Accept the proposal dated 7 December</p>	EO			18/3  12/04/19	<p>EO verbally advised Solicitor of council resolution. Will follow up with correspondence.</p>	B	

		<p>2018 from Property Law &amp; 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>				<p>10/5/19</p> <p>14/06/19</p> <p>26/6/19</p> <p>19/8/19</p>	<p>Correspondence sent to Property Law &amp; More Pty Ltd advising of resolution.</p> <p>Further correspondence sent to Property Law &amp; More Pty Ltd. In Principle Agreement received from Property owner.</p> <p>Awaiting survey quotations.</p> <p>Purchase Order issued to Tenterfield Surveys to undertake the required survey works. Development Application submitted to Council by Surveyor.</p> <p>Awaiting Survey.</p> <p><b>No change to above.</b></p>		
27/3/19	39/19 ECO4/19	<p><b>2019 Business &amp; Tourism Excellence Awards Resolved</b> that Council:</p> <p>(1) Approve the 2019 Tenterfield Business &amp; Tourism Excellence 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>	MEDCE TO		Yes – Media Release will be provided upon confirmation of November dates and format.	13/9	<p>Business tourism excellence awards has been deferred to late November 2019.</p> <p><b>Format to work in with NSW Business Chamber awards is currently being investigated.</b></p>	B	
27/3/19	53/19 GOV18/19	<p><b>Upgrade To Council's Wireless Infrastructure Resolved</b> 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</p>	CCO MFT			13/5	<p>Northern Communications have been engaged to undertake this work and preliminary work is underway.</p>	B	



		<p>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> <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>					<p>Line of site issues have been resolved.</p> <p>Work is expected to be completed in September 2019.</p>		
24/4/19	67/19 ECO5/19	<p><b>Timber Bridges Update Resolved</b> that Council:</p> <p>(1) Notes out the balance of Council's timber bridge inventory that had no prior level 3 structural inspection,</p>	A/D E/I WM MAPP		Yes 6/7/19	3/5/19	Schedules have been drawn up for implementation.	C	

		<p>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> <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</p>							
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		has not already been upgraded.							
26/6/19	107/19 ECO8/19	<b>Truck Wash Options Report Resolved</b> 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.	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	<b>Tenterfield Saleyards - Loading Ramp Upgrade Resolved</b> that Council: (1) Request that staff prepare an amended design for a double height loading ramp at the Tenterfield Saleyards that upgrades the existing ramp number 5; (2) 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 (3) Includes any necessary alteration to loading ramp number 4 and immediate turnaround area.	MAPP			12/7/19	Amended design details being prepared to amend loading ramp 5.	B	
26/6/19	111/19 ENV8/19	<b>Tenterfield Local Environmental Plan 2013 -</b>	CCO MP&DS			01/07/19	Progressing.	B	

		<p><b>Planning Proposal – Minor Amendments</b>  <b>Resolved</b> that Council endorses the Planning Proposal contained in the Attachment and forwards it to the Department of Planning &amp; Environment requesting a Gateway Determination under the provisions of Section 3.33 of Division 3.4 the <i>Environmental Planning &amp; Assessment Act, 1979</i>.</p>				1/08/2019 30/8	<p>Awaiting Gateway Determination from Department of Planning</p> <p>Gateway determination received - PP to be placed on public exhibition during September/October</p>		
26/6/19	112/19 ENV9/19	<p><b>Emergency Water Security Augmentation Project – Tenterfield</b>  <b>Resolved</b> 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 COO			17/7	<p>The project is progressing but not without daily challenges. Using Section 55 where necessary.</p>	B	
26/6/19	118/19 GOV35/19	<p><b>Tenterfield Shire Council Code of Conduct 2018, Procedures for the Administration of the Code of Conduct 2018 and Code of Meeting Practice 2018</b>  <b>Resolved</b> 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</p>	MCS,G&R CCO EA&M			2/7/19  16/09/19	<p>Updated documents placed on Council website.</p> <p>Code of Conduct Training for Councillors &amp; Staff to be arranged.</p> <p>Dates for delivery of training being finalised.</p>	B	

		<p>Conduct for Local 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><b>Sale of Lot 7 Melaleuca Court – Tenterfield Industrial Park</b></p> <p><b>Resolved</b> that Council proceed with the sale of Lot 7 Melaleuca Court to Mr Grant Townes Haulage as outlined in this report.</p>	CE A/ED&CE			9/7/19  2/9/19	Signed documents returned to solicitor.  Property settled on 2 <sup>nd</sup> September 2019.	C	
24/7/19	132/19 MM6/19	<p><b>Funding of Helicopter Landing Pads</b></p> <p><b>Resolved</b> 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 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>	A/D E/I LEMO Barry Frew			19/8	Investigations into possible grant funding have commenced.	B	

24/7/19	133/19 MM7/19	<b>Survey for Waste Bin Service – Bryans Gap Road</b> <b>Resolved</b> that Council: (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 (2) That Council receive a report on outcomes and future proposed action.	M W&W			19/8/19	Letter has been drafted and is awaiting formatting and sending.	B	
24/7/19	134/19 COM6/19	<b>Mingoola Waste Transfer Station</b> <b>Resolved</b> that Council: (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 (2) Authorise the Chief Executive to sign the Licence; and (3) Resolve to conduct investigations and processes to compulsorily acquire the Licenced area by way of subdivision.	CCO M P&B			15/8/19  16/9/19	Licence application to be lodged.  Licence sent.	B	
24/7/19	135/19 ECO12/19	<b>Peter Allen Festival 2019 – Road Closure</b> <b>Resolved</b> 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	A/MED&CE EO MF&T			19/8  13/9	Amount of \$2,952.99 deducted from total amount for Community Contributions/Donations  Actioned.	C	

		of \$8,614.50 as per Fees and Charges 2019/2020.							
24/7/19	136/19 ECO13/19	<p><b>Funding for Bridge Over the Clarence River on Hootons Road (Asset ID 13345, Bridge No 61112)</b></p> <p><b>Resolved</b> that Council:</p> <p>(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.</p> <p>(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.</p> <p>(3) That Council's contribution to this project be funded by:</p> <p>a) A fixed or variable interest rate loan; or</p> <p>b) Grant funding; or</p> <p>c) Use of unrestricted cash; or</p> <p>d) a combination of the above</p> <p>at the determination of the Chief Executive on advice from the Manager Finance &amp; Technology when the payment falls due to Kyogle Council (in recognition of the fact that some payments may not fall due immediately).</p> <p>(4) That Council be kept up to date on the progress of</p>	A/D E/I			1/8	Letter outlining Council's resolution send to Kyogle Council.	B	
						16/8	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.		

		this matter via Monthly Capital Expenditure Report.							
24/7/19	150/19 RC15/19	<p><b>Reports of Committees &amp; Delegates - Tourism Advisory Committee (Tenterfield Meeting) - 3 July 2019</b></p> <p><u>Resolved</u> that:</p> <p>(1) The report and recommendations from the Tourism Advisory Committee meeting of 3 July 2019 be received and noted; and</p> <p>(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</p> <p>(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 of mapping, signage and marketing.</p> <p>(4) Once costing and funding sources have been identified that they be presented to Council for approval, with the estimated 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.</p>	CE A/MED&CE			20/8	<p>Current mapping information shared with Committee.</p> <p>Discussion re the formation of a Mountain Bike Sub-Committee took place at Woodenbong Meeting of 19/8.</p> <p>GIS Officer to attend next meeting on 18/9 to discuss mapping options with the group.</p>	B	



28/8/19	152/19 MIN7/19	<p><b>Confirmation of Previous Minutes</b>  <b>Resolved</b> that the Minutes of the following Meeting of Tenterfield Shire Council:</p> <p style="padding-left: 40px;">□ Ordinary Council Meeting – 24 July 2019</p> <p>as typed and circulated, be confirmed and signed as a true record of the proceedings of that meeting.</p>	EA&M			30/8	Signed, filed and updated	C	
28/8/19	155/19 COM7/19	<p><b>Community Contributions / Donations – 2019/2020 Financial Year</b>  <b>Resolved</b> that Council adopt the individual allocation of community contributions / donations as outlined in this report to a total of \$45,000.</p>	EA&M			4/9	<p>Letters of advice sent to applicants. To be processed on receipt of invoices, etc</p> <p>Purchase Orders raised for Schools, etc to total amount of \$10,050</p>	C	
28/8/19	156/19 COM8/19	<p><b>Stronger Country Communities Grant Program Round 3</b>  <b>Resolved</b> that Council:</p> <p>(1) Determines ten (10) priority local eligible projects (regardless of value) for consideration and support by Council in the current round of funding for the Stronger Country Communities Grant Program, these being:</p> <ol style="list-style-type: none"> <li>1 Steinbrook Hall Kitchen Extension &amp; Outdoor Tables and Chairs;</li> <li>2 Revitalisation of Drake Hall;</li> <li>3 Playground Enhancement at Torrington Park;</li> <li>4 Revitalisation of Tenterfield Sporting Ground Lights and Covered Seating - Rugby League Park;</li> <li>5 Shade cloth – Rotary Park;</li> <li>6 Shirley Park Cricket Net Replacement;</li> </ol>	CCO			8/9/19	Under preparation. Due date for submission 27 September 2019.	B	

		<p>7 Refurbishment Of Sunnyside Hall;</p> <p>8 Revitalisation of Tenterfield Sporting Ground Lights - Shirley Park;</p> <p>9 Installation of Covered Exercise Area Hockey Field; and</p> <p>10 Revitalisation of Tenterfield Sporting Ground Lights - Federation Park.</p> <p>(2) Prepares, supports and/or submits an application/s in the Stronger Country Communities Grant Program Round three (3), based on the list of priority projects or written support where there is nil financial impact on Councils Long Term Financial Plan.</p>							
28/8/19	157/19 ENV14/19	<p><b>Local Strategic Planning Statements</b>  <b>Resolved:</b> that Council commence the process of developing a Local Strategic Planning Statement.</p>	MP&DS			30/8	Councillor workshop to be conducted.	B	
28/8/19	158/19 ENV17/19	<p><b>Small Heritage Grants Program 2019/20</b>  <b>Resolved</b> that Council:</p> <p>(1) Endorses the offers of funding as detailed in the attachment to this report, and forwards a letter of offer to the eligible applicants; and</p> <p>(2) Any funding not accepted, or not claimed by the claim date, be redistributed evenly amongst completed projects.</p>	MP&DS			30/8	Letters forwarded to applicants with offers of funding.	C	
28/8/19	159/19 ENV15/19	<p><b>Murray Darling Association – 75<sup>th</sup> National Conference &amp; Annual General Meeting – Toowoomba, QLD – 22 to 24 October 2019</b>  <b>Resolved</b> that Council:</p>	EA&M			29/8	Registrations for Mayor Petty, Cr Sauer, Cr Forbes & Cr B Petrie  Arrangements in hand to change date of meeting.	C	

		<p>(1) Approve the attendance of Council delegates (Mayor and Deputy Mayor or any alternative Councillor if the Mayor or Deputy Mayor are unavailable, and Councillor Don Forbes) to the Murray Darling Association 75th National Conference and Annual General Meeting to be held in Toowoomba, QLD – 22 to 24 October 2019; and</p> <p>(2) Invite attendance from other interested Councillors with registration and other costs being allocated to the Councillor Training budget 2019/2020; and</p> <p>(3) That the October Ordinary Council meeting be changed to 30 October 2019 due to clashing with the important Murray Darling Association National Conference and approve the attendance of all Councillors who wish to attend.</p>							
28/8/19	160/19 GOV45/19	<p><b>Monthly Operational Report – July 2019</b>  <b>Resolved</b> that Council receives and notes the status of the Monthly Operational Report for July 2019.</p>	EA&M			2/9	Noted and posted on Council's website.	C	
28/8/19	161/19 GOV46/19	<p><b>Operational Plan 2018/2019 – Report to 30 June 2019</b>  <b>Resolved</b> that Council notes the delivery of actions in the Tenterfield Shire Council Delivery Program 2017-2021 and Operational Plan 2018/2019.</p>	EA&M			2/9	Noted and posted on Council's website.	C	
28/8/19	162/19 GOV47/19	<p><b>Local Government NSW Water Management Conference – Albury – 2 to 4 September 2019</b>  <b>Resolved</b> that Council approve and endorse the attendance of</p>	EA&M			13/9	Noted – Register Updated.	C	

		Mayor Peter Petty and Chief Executive Terry Dodds at the Local Government NSW Water Management Conference in Albury, 2 to 4 September 2019.							
28/8/19	163/19 GOV48/19	<b>Update – Councillor Expenses &amp; Facilities Policy No. 1.160</b> <b>Resolved</b> that Council adopts updates to Policy No. 1.160 – Councillor Expenses & Facilities Policy.	EA&M			5/9	Policy updated and placed on Council's website	C	
28/8/19	164/19 GOV49/19	<b>Update – Aboriginal Recognition &amp; Protocol Policy No. 1.013</b> <b>Resolved</b> that Council adopts updates to Policy No. 1.013 – Aboriginal Recognition & Protocol Policy.	EA&M			5/9	Policy updated and placed on Council's website	C	
28/8/19	165/19 GOV50/19	<b>Council Submission – Review of the Local Government Rating System – Final Report</b> <b>Resolved</b> that Council: (1) Notes the Review of the Local Government Rating System Final Report; (2) Notes Council's draft response to the Review of the Local Government Rating System Final Report; (3) Partially supports Recommendation 32, as Council believes there should be choice around sub-categorisation of farmland to be based on either geographic location or the intensity of landuse, irrigability of the land or economic factors affecting the land; (4) Endorses Council's proposed submission (incorporating any changes as a result of Recommendation (3)) in response to the Review of the Local Government Rating System Final Report.	CCO MF&T			1/9/19	Responses were submitted before the deadline.	C	

28/8/19	168/19 GOV51/19	<b>Finance &amp; Accounts – Period Ended 31 July 2019</b> <b>Resolved</b> that Council receive and note the Finance and Accounts Report for the period ended 31 July 2019.	CCO MF&T			13/9	Noted.	C	
28/8/19	169/19 GOV52/19	<b>Capital Expenditure Report as at 31 July 2019</b> <b>Resolved</b> that Council receive and note the Capital Expenditure Report for the period ended 31 July 2019.	CCO MF&T			13/9	Noted	C	
28/8/19	170/19 RC16/19	<b>Reports of Committees &amp; Delegates – Audit &amp; Risk Committee Meeting – 19 June 2019</b> <b>Resolved</b> that the report and recommendations from the Audit & Risk Committee Meeting of 19 June 2019 be received and noted.	MCS,G&R			13/9	Noted	C	
28/8/19	171/19 RC17/19	<b>Reports of Committees &amp; Delegates – Tenterfield Liquor Accord – 22 July 2019</b> <b>Resolved</b> that the report and actions of the Tenterfield Liquor Accord Meeting of Monday, 22 July 2019 be received and noted.	CDO			13/9	Noted	C	
28/8/19	172/19 NM5/19	<b>Notice of Motion – Request to Investigate Installation of a Glowing Pathway – Bruxner Park</b> <b>Resolved</b> that Council investigate the practicalities of installing a glowing pathway in Bruxner Park or other suitable locations, using existing pathways.	CCO MOSR&U			10/9/19	Item on Parks and Gardens meeting agenda for 19 September 2019.	B	
28/8/19	173/19 NM6/19	<b>Notice of Motion – Community Contributions &amp; Donations</b> <b>Resolved</b> that Council specify criteria around the community contributions and donations.	EA&M			13/9	Scheduled to workshop with Councillors, update Policy and present to Council in March 2020.	B	
28/8/19	174/19	<b>Council Resolution Register – August 2019</b>	EA&M			13/9	Noted	C	

	RES7/19	<b>Resolved</b> that Council notes the status of the Council Resolution Register to August 2019.							
28/8/19	176/19 ENV16/19	<b>Confidential Report - NEWGrid – Water Security Resolved</b> that Council: (1) Advocate to participate in the development and delivery of the National Water Grid project within the Tenterfield environs; and (2) Seek funding to complete all the assessments that will support a P90 cost estimate; and (3) Subject to a positive result, as determined by the Detailed Business Case, seek a further allocation to bring the project to shovel ready status.	CE			19/9	Discussions ongoing.	B	
28/8/19	177/19 GOV53/19	<b>Confidential Report – Engagement of Superintendent’s Representative For Tenterfield Water Treatment Plant Replacement Resolved</b> that Council accepts the tender of MJM Environmental Pty Ltd for RFT 16-18/19 Engagement of Consultants for a Superintendent’s Representative for the Tenterfield Water Treatment Plant Replacement in the amount of \$347,050.00 (including GST) and disbursements.	D E/I			19/9	To be actioned by end September 2019	B	