



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 24 JUNE 2020**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Council Chambers on Wednesday, 24 June 2020 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)  
Director Infrastructure (Fiona Keneally)

*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.*

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**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 past, present and emerging of the Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

**APOLOGIES**

Nil.

**DISCLOSURE & DECLARATIONS OF INTEREST**

**94/20** **Resolved** that Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

<b>Name</b>	<b>Type</b>	<b>Item</b>
Deputy Mayor Cr Greg Sauer	Chairman on Tenterfield’s National Monument Ass Inc - Less than Significant – Non Pecuniary – will remain in meeting and vote	COM15/20 – Reallocation of Grant Funds

(Bronwyn Petrie/Bob Rogan)

**Motion Carried**

## **(ITEM MIN9/20) CONFIRMATION OF PREVIOUS MINUTES**

**95/20** **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 27 May 2020

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

(Greg Sauer/Tom Peters)

**Motion Carried**

## **TABLING OF DOCUMENTS**

Nil.

## **URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS – ADDENDUM AGENDA**

**96/20** **Resolved** that the Addendum Agenda be accepted and the following items be considered by Council:

- Item MM2/20 – Submission for Naming of Clarence River Bridge on Hootons Road
- Item COM15/20 – Reallocation of Grant Funds
- Item GOV38/20 – Operational Plan 2020/2021

(Brian Murray/Michael Petrie)

**Motion Carried**

## **COMMUNITY CONSULTATION (PUBLIC ACCESS)**

*Due to the current COVID-19 regulations, there is no capacity for members of the public to attend due to social distancing requirements.*

## **MAYORAL MINUTE**

### **(ITEM MM2/20) SUBMISSION FOR NAMING OF CLARENCE RIVER BRIDGE ON HOOTONS ROAD**

#### **SUMMARY**

Kyogle Shire Council have advertised for submissions for the naming of the new bridge (currently under construction) over the Clarence River on Hootons Road.

**97/20** **Resolved** that Council write to Kyogle Shire Council, submitting the name of "Hootons Bridge" as the name for the new bridge over the Clarence River on Hootons Road.

(Peter Petty/Bronwyn Petrie)

**Motion Carried**

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

**98/20** **Resolved** that Item ECO10/20 – Acquisition of Part of Private Land in Molesworth Street, Tenterfield for Constructed Cycleway, be considered in the Confidential Section of the Meeting.

(Greg Sauer/Gary Verri)

**Motion Carried**

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

*Manager Economic Development & Community Engagement, Mr Harry Bolton, entered the meeting, the time being 9.35 am.*

**(ITEM COM15/20) REALLOCATION OF GRANT FUNDS**

**SUMMARY**

The purpose of this report is to advise Council that the project Border Walk/ Mountain Bike Track Development Project is not going to proceed. This project was part of the *Drought Communities Programme Extension* funding and its intended purpose was to create a walking track to cater for and promote adventure tourism to our region.

**RECOMMENDATION**

That Council:

- (1) Amends Resolution 40/20 by removing the Border Walk/ Mountain Bike Track Development Project from the *Drought Communities Programme Extension* funding spread sheet.
- (2) Council endorse and adopt a project(s) to the value of \$100,000 to replace the Border Walk/Mountain Bike Track Development Project from the *Drought Communities Programme Extension* Funding.
- (3) Council re-allocates the sum of \$150,000 to one (1) of the allocated projects stated in the Council Resolution 40/20.

(Brian Murray/Donald Forbes)

**AMENDMENT**

That Council contact the Minister responsible for National Parks to ensure projects such as the Border Walk/Mountain Bike Track and Angry Bull proposal are able to go ahead.

(Gary Verri/Not Seconded)

**Amendment Lapses**

**AMENDMENT**

- (2) That the amount of \$100,000 be reallocated to the *Economic & Social Resilience Project*, with this funding to supplement the shortfall from the previous grant for the heritage painting of the Tenterfield Post Office.

(Bronwyn Petrie/Bob Rogan)

**Amendment Carried**



**AMENDMENT**

- (3) That the amount of \$150,000 from the Regional Tourism Bushfire Recovery Fund be reallocated to Art Installations along Tenterfield Creek as currently being undertaken by *Make It Tenterfield*.

(Bob Rogan/John Macnish)

**Amendment Carried**

**99/20** **Resolved** that Council:

- (1) Amends Resolution 40/20 by removing the Border Walk/ Mountain Bike Track Development Project from the *Drought Communities Programme Extension* funding spread sheet.
- (2) Reallocates the amount of \$100,000 to the *Economic & Social Resilience Project*, with this funding to supplement the shortfall from the previous grant for the heritage painting of the Tenterfield Post Office.
- (3) Reallocates the amount of \$150,000 from the *Regional Tourism Bushfire Recovery Fund* to Art Installations along Tenterfield Creek as currently being undertaken by *Make It Tenterfield*.

(Brian Murray/Donald Forbes)

**Motion Carried**

*Manager Economic Development & Community Engagement, Mr Harry Bolton, left the meeting, the time being 10.27 am.*

**OUR ECONOMY**

*Manager Asset & Program Planning, Mr David Counsell, entered the meeting, the time being 10.27 am.*

**(ITEM ECO9/20) AERODROME GRASS AREA LEASE**

**SUMMARY**

This report relates to the mowing of grass at the Tenterfield Aerodrome and recommends that Council advertise for the lease of the surrounding area outside of the aircraft landing area (ALA) to an external party allowing harvesting of the grass.

**100/20** **Resolved** that Council resolve to advertise for the four (4) year lease of the grassed area within the Tenterfield Aerodrome not directly associated with the landing strip for the purpose of restricted agricultural operations including the mowing and harvesting of grass with any submissions received to be reported back to Council for consideration.

(Brian Murray/Donald Forbes)

**Motion Carried**

*Manager Asset & Program Planning, Mr David Counsell, left the meeting, the time being 10.40 am.*



**SUSPENSION OF STANDING ORDERS**

**101/20** **Resolved** that Standing Orders be suspended.

(Donald Forbes/Gary Verri)

**Motion Carried**

*The Meeting adjourned for Morning Tea, the time being 10.41 am.*

*The Meeting reconvened with the same members present, the time being 11.03 am.*

**RESUMPTION OF STANDING ORDERS**

**102/20** **Resolved** that Standing Orders be resumed.

(Gary Verri/Brian Murray)

**Motion Carried**

**DISCLOSURE & DECLARATIONS OF INTEREST**

**103/20** **Resolved** that the following disclosure of interest and reason for declaring such interest in the matter under consideration by Council at this meeting be received and accepted.

<b>Name</b>	<b>Type</b>	<b>Item</b>
Cr Donald Forbes	Submitted application for tree removal - Non Pecuniary - Significant - will leave the meeting	ENV13/20 - Removal of Dead Trees Program - Within the Tenterfield RU5 Area

(Bronwyn Petrie/Brian Murray)

**Motion Carried**

**OUR ENVIRONMENT**

*Having declared an interest in the following matter, Cr Donald Forbes left the meeting the time being 11.05 am.*

*Manager Open Space, Regulatory & Utilities, Mr Mark Cooper, entered the meeting, the time being 11.06 am.*

**(ITEM ENV13/20) REMOVAL OF DEAD TREES PROGRAM - WITHIN THE TENTERFIELD RU5 AREA**

**SUMMARY**

On Wednesday, 10 June 2020 a workshop was held, with the Council Working Group formulating a recommendation for consideration by Council at its Ordinary meeting of June 2020. The recommendation included in the report, contains the trees to be included in the quotation for removal within the budget for Dead Tree





Removal Program. A selection on 155 Trees are proposed to form the priority list for quotation with quotations to be sought and allocated in order of the list.

**104/20** **Resolved** that Council:

- (1) Adopt the Priority List of Trees attached and seek quotations for their removal; and
- (2) Implement the list in the same priority order should quotations received be in excess of the budget allocation; and
- (3) Advise successful and unsuccessful recipients in writing once quotations are finalised.

(Gary Verri/John Macnish)

**Motion Carried**

*Manager Open Space, Regulatory & Utilities, Mr Mark Cooper, left the meeting, the time being 11.17 am.*

*Cr Donald Forbes returned to the meeting, the time being 11.17 am.*

**OUR GOVERNANCE**

**(ITEM GOV31/20) MONTHLY OPERATIONAL REPORT - MAY 2020**

**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 2019/2020 Operational Plan.

*Cr John Macnish left the meeting, the time being 11.29 am.*

*Cr John Macnish returned to the meeting, the time being 11.37 am.*

**105/20** **Resolved** that Council receives and notes the status of the Monthly Operational Report for May 2020.

(Gary Verri/Greg Sauer)

**Motion Carried**

**(ITEM GOV32/20) COMMITTEES REGISTER 2019-2021**

**SUMMARY**

The purpose of this report is for Council to adopt the updated Council's Committee Register 2019-2021.

**106/20** **Resolved** that Council adopts the updated Council Committee Register 2019-2021.

(Brian Murray/Michael Petrie)

**Motion Carried**



Manager Asset & Program Planning, Mr David Counsell, entered the meeting, the time being 11.40 am.

**(ITEM GOV33/20) ASSET MANAGEMENT STRATEGY 2020-2030**

**SUMMARY**

This report presents a revised Asset Management Strategy 2020-30 that updates the previous document from 2017.

**107/20** **Resolved** that Council adopt the revised Asset Management Strategy 2020-2030.

(Gary Verri/Bob Rogan)

**Motion Carried**

Manager Asset & Program Planning, Mr David Counsell, left the meeting, the time being 12.02 pm.

Manager Finance & Technology, Mr Paul Della, entered the meeting, the time being 12.02 pm.

**(ITEM GOV34/20) REVIEW OF INVESTMENT POLICY**

**SUMMARY**

The purpose of this report is for Council to review and adopt the Investment Policy.

**108/20** **Resolved** that Council adopts the Investment Policy as attached.

(Greg Sauer/Bob Rogan)

**Motion Carried**

**(ITEM GOV35/20) COUNCILLOR SUPERANNUATION DISCUSSION PAPER**

**SUMMARY**

The purpose of this report is to inform Council and the Community of a discussion paper issued by the Office of Local Government on Councillor Superannuation and to open the discussion paper up for public comments for a period of 28 days, following which a further report will be brought back to Council to discuss Council and Public feedback on this matter before providing a response back to the Office of Local Government.

**RECOMMENDATION**

That Council:

- (1) Note the attached Discussion Paper on the issue of Councillor Superannuation;
- (2) Place the Discussion Paper on public exhibition for 28 days to seek feedback from the community; and





- (3) At the completion of the public exhibition period, a further report be brought back to Council outlining a proposed response from Tenterfield Shire Council to the Office of Local Government, incorporating both public feedback and Councillor and Council staff comments.

(Brian Murray/Michael Petrie)

**AMENDMENT**

That (2) be amended to show a public exhibition period of 14 days.

(Greg Sauer/Michael Petrie)

**Amendment Carried**

**109/20** **Resolved** that Council:

- (1) Note the attached Discussion Paper on the issue of Councillor Superannuation;
- (2) Place the Discussion Paper on public exhibition for 14 days to seek feedback from the community; and
- (3) At the completion of the public exhibition period, a further report be brought back to Council outlining a proposed response from Tenterfield Shire Council to the Office of Local Government, incorporating both public feedback and Councillor and Council staff comments.

(Brian Murray/Michael Petrie)

**Motion Carried**

**PROCEDURAL MOTION**

**110/20** **Resolved** that Item GOV36/20 – Finance & Accounts, Period Ended 31 May 2020 and Item GOV37/20 – Capital Expenditure Report as at 31 May 2020 be adopted together.

(Gary Verri/Greg Sauer)

**Motion Carried**

**(ITEM GOV36/20) FINANCE & ACCOUNTS - PERIOD ENDED 31 MAY 2020**

**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.

**111/20** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 May 2020.

(Greg Sauer/Bob Rogan)

**Motion Carried**



## **(ITEM GOV37/20) CAPITAL EXPENDITURE REPORT AS AT 31 MAY 2020**

### **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.

- 111/20** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 May 2020.

(Greg Sauer/Bob Rogan)

### **Motion Carried**

### **SUSPENSION OF STANDING ORDERS**

- 112/20** **Resolved** that Standing Orders be suspended.

(Gary Verri/Brian Murray)

### **Motion Carried**

*The Meeting adjourned for lunch, the time being 12.29 pm.*

*The Meeting reconvened with the same members present, the time being 1.01 pm.*

### **RESUMPTION OF STANDING ORDERS**

- 113/20** **Resolved** that Standing Orders be resumed.

(Greg Sauer/Tom Peters)

### **Motion Carried**

*Manager Customer Service, Governance & Records, Ms Erika Bursford entered the meeting, the time being 1.01 pm.*

## **(ITEM GOV38/20) OPERATIONAL PLAN 2020/2021**

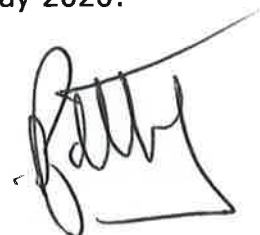
### **SUMMARY**

The purpose of this report is for Council to adopt the Tenterfield Shire Council Operational Plan 2020/2021, as amended to include any submissions approved by Council following public exhibition from 24 May 2020 to 19 June 2020, for inclusion with the current Tenterfield Shire Council Delivery Program 2017/2021.

### **RECOMMENDATION**

That Council:

- (1) Adopts the Tenterfield Shire Council Operational Plan 2020/2021 as revised and attached noting the following amendments from the draft Operational Plan placed on public exhibition on 22 May 2020:



- Reduced interest income of \$80,000 as a result of charging 0% interest for the first six (6) months of 2020/2021 from 1 July 2020 to 31 December 2020.
- Inclusion of 0% interest as mentioned above for the first 6 months of 2020/21, and 7% interest for the last 6 months of 2020/21.
- Increased Financial Assistance grant income over that projected in the draft budget of \$189,888.
- Decreased depreciation for waste management by \$199,000 as a result of a review.
- Reduced borrowings and as a result, lower principal and interest repayments due to additional grant income for the funding for the New Water Treatment Facility:
  - Removal of interest payment - \$80,082
  - Removal of principal repayment - \$84,287
  - Borrowings no longer required - \$2,350,000
- The addition of some mandated fees from the Office of Local Government in relation to Companion Animals being:
  - Annual Permit for Non-Desexed Cat (4 months & older) \$80
  - Annual Permit for Restricted Breed or Dangerous Dog \$195
- Comment in the Operational Plan that the Water Consumption fees will be reviewed after the first water meter reading data is available for the 2020/21 financial year with a view to providing a refund or reduced water consumption fees for the second half of the Financial Year;
- A reduction to the salary Award increase which is likely to be 1.5% and not 2.5% as originally budgeted.
- Other adjustments as a result of classification changes within the Code of Accounting of Accounting Practice and Financial Reporting issued by the Office of Local Government;
- An additional capital expenditure item was added under Buildings and Amenities utilising the improved position from the draft Operational Plan to provide a \$250,000 contingency fund for unexpected structural work that has been identified as being necessary and urgent for the Administration Building refurbishment.
- Corrections for minor typographical errors.

(2) Adopts the following documents as part of the Tenterfield Shire Council Operational Plan 2020/21:

22 June 2020



- (a) Tenterfield Shire Council Budget for 2020/2021 (noting that the Long Term Financial Plan is currently undergoing a comprehensive review which will be brought back to Council in the new Financial Year, further noting that this document will require another comprehensive review after the next Local Government elections to reflect the next Council's four year delivery program);
  - (b) Tenterfield Shire Council Revenue Policy Statement for 2020/2021; and
  - (c) Tenterfield Shire Council Fees & Charges for 2020/2021.
- (3) In accordance with the provisions of Section 355 of the Local Government Act 1993, makes, fixes and levies the rates for the year ending 30 June 2021 for the following rating categories:

Farmland:

A Farmland rate of 0.002478020 cents in the dollar on the current land values of all rateable land in the Local Government Area being Farmland, with a base rate of \$411.00 per annum (the total revenue collected from this base amount represents 25.32% of the total revenue collected from this category of land);

Residential – Tenterfield:

A Residential – Tenterfield rate of 0.006191502 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$327.00 per annum (the total revenue collected from this base amount represents 48.44% of the total revenue collected from this category of land);

Residential – Tenterfield (Urban):

A Residential – Tenterfield rate of 0.005415686 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$327.00 per annum (the total revenue collected from this base amount represents 23.34% of the total revenue collected from this category of land);

Residential – Urbenville:

A Residential – Urbenville rate of 0.007654082 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$292.00 per annum (the total revenue collected from this base amount represents 49.17% of the total revenue collected from this category of land);

Residential – Jennings:

A Residential – Jennings rate of 0.008045091 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$292.00 per annum (the total revenue collected from this base amount represents 49.64% of the total revenue collected from this category of land);

Residential – Drake:

A Residential – Drake rate of 0.009921096 cents in the dollar of the current land values of all rateable land within this category, with a



base rate of \$292.00 per annum (the total revenue collected from this base amount represents 48.96% of the total revenue collected from this category of land);

Residential – Other:

A Residential – Other rate of 0.004786194 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$152.00 per annum (the total revenue collected from this base amount represents 24.64% of the total revenue collected from this category of land);

Business – Tenterfield:

A Business – Tenterfield rate of 0.014185278 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$556.00 per annum (the total revenue collected from this base amount represents 40.58% of the total revenue collected from this category of land);

Business – Urbenville:

A Business – Urbenville rate of 0.007170749 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$257.00 per annum (the total revenue collected from this base amount represents 47.11% of the total revenue collected from this category of land);

Business – Jennings:

A Business – Jennings rate of 0.004710145 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$257.00 per annum (the total revenue collected from this base amount represents 46.77% of the total revenue collected from this category of land);

Business – Drake:

A Business – Drake rate of 0.007038853 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$257.00 per annum (the total revenue collected from this base amount represents 49.09% of the total revenue collected from this category of land);

Business – Other:

A Business – Other rate of 0.004745900 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$301.00 per annum (the total revenue collected from this base amount represents 44.26% of the total revenue collected from this category of land);

Mining:

A Mining rate of 0.018023173 cents in the dollar on the current land values of all rateable land in the Local Government Area where the dominant use is for a coal mine or metalliferous mine, with a base rate of \$455.00 per annum (the total revenue collected from this base amount represents 47.45% of the total revenue collected from this category of land).

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- (4) In accordance with the provisions of Section 552 of the Local Government Act 1993, Council makes, fixes and levies a Water Supply Availability Charge on all land rateable to the Water Supply Charge and other water charges for the year ending June 2021, as follows:
- (a) Residential - \$512.00 per property and/or connection per annum;
  - (b) Residential Strata - \$384.00 per property and/or connection per annum;
  - (c) Mt Lindesay Private Line - \$638 per property and/or connection per annum;
  - (d) Rural Other - \$512 per property and/or connection per annum;
  - (e) Non Residential - Meter connection: 20mm - \$512 per property and/or connection per annum;
  - (f) Non Residential - Meter connection: 25mm - \$512 per property and/or connection per annum;
  - (g) Non Residential - Meter connection: 32mm - \$512 per property and/or connection per annum;
  - (h) Non Residential - Meter connection: 40mm - \$769 per property and/or connection per annum;
  - (i) Non Residential - Meter connection: 50mm - \$1,200 per property and/or connection per annum;
  - (j) Non Residential - Meter connection: 80mm - \$3,080 per property and/or connection per annum;
  - (k) Non Residential - Meter connection: 100mm - \$4,810 per property and/or connection per annum;
  - (l) Non Residential - Meter connection: 150mm - \$10,825 per property and/or connection per annum;
  - (m) Voluntary & Charitable Organisations - \$100.00 per property and/or connection per annum;
  - (n) Services installed solely for the purpose of firefighting - No Charge.
- (5) In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by residential customers (to be by measure of metered water consumption) at the rate of \$5.90 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum and \$8.85 per kilolitre for water consumed over 450 kilolitres per annum.
- (6) In accordance with Section 502 of the Local Government Act, that Council makes, fixes and levies a stepped tariff for the charge for water consumed by Rural/MT Lindesay customers (to be by measure of metered water consumption) at the rate of \$5.90 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum and \$8.85 per kilolitre for water consumed over 450 kilolitres per annum.
- (7) In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by Non-Residential customers (to be by measure of metered water consumption) at the rate of \$4.35 per kilolitre for water consumption between nil (0)

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and 800 kilolitres per annum and \$6.60 per kilolitre for water consumed over 800 kilolitres per annum.

- (8) In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a minimum water consumption account charge of \$25 for each of the six (6) monthly billing periods. Further, that if at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based on the previous two corresponding water bills.
- (9) In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a Water Infrastructure Charge per assessment connected to the Tenterfield Water Treatment Plant of \$77 to part fund infrastructure associated with Council's Water Network.
- (10) In accordance with the provisions of Section 501(1) and 502 of the Local Government Act 1993, makes, fixes and levies a Sewerage Service Availability Charge of \$1,195 on all land assessable in the Tenterfield and Urbenville Town Areas and is:
  - (a) connected to the Council's sewer main, or
  - (b) not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main; and
  - (c) land from which sewerage can be discharged into the sewers of Council for the year ending June 2021.

Further, that in respect of Residential Flat Buildings, a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection.

- (11) In accordance with the provisions of Sections 501(1) and 552 of the Local Government Act 1993, Council makes, fixes and levies Annual Access Charges for Commercial and Non-Residential Sewerage for the year ending June 2021, as follows:

A Sewerage Access Charge will be incurred proportional to the customer's water connection diameter plus a pay for use charge based on the water used, calculated in accordance with the following connection options and the formula following subparagraph "j" below:

- (a) Non Residential - Meter connection: 20mm - \$1,195 per occupancy per property per annum;
- (b) Non Residential - Meter connection: 25mm - \$1,195 per occupancy per property per annum;
- (c) Non Residential - Meter connection: 32mm - \$1,545 per occupancy per property per annum;
- (d) Non Residential - Meter connection: 40mm - \$2,415 per occupancy per property per annum;
- (e) Non Residential - Meter connection: 50mm - \$3,770 per occupancy per property per annum;
- (f) Non Residential - Meter connection: 80mm - \$9,650 per occupancy per property per annum;





- (g) Non Residential - Meter connection: 100mm - \$15,080 per occupancy per property per annum;
- (h) Non Residential - Meter connection: 150mm - \$33,940 per occupancy per property per annum;
- (i) Voluntary & Charitable Organisations - \$237.00 per occupancy per property per annum;
- (j) Services installed solely for the purpose of firefighting – No Charge.

The formula to calculate Non-Residential Sewerage Charges is:

$$AC + SDF \times (C + UC)$$

Where:

AC = Access Charge

SDF = Sewerage Discharge Factor (determined by type/use)

C = Customers Annual Water Consumption in kilolitres

UC = Sewerage Usage Charge

- (12) Makes, fixes and levies a Sewerage Usage Charge of \$2.90 per kilolitre in 2020/2021 for non residential sewerage charge.
- (13) Makes, fixes and levies Trade Waste and On site Sewerage Management Charges as outlined in the Operational Plan 2020/2021.
- (14) Makes, fixes and levies and charges Waste Management Charges as outlined in the Operational Plan 2020/2021.
- (15) Provides three (3) waste vouchers per annum to be issued with the annual rates notice and that the value of these vouchers be equivalent to the fee for a small box trailer - that is, \$27.00 each.
- (16) Borrows \$3,664,071 in 2020/2021 for infrastructure projects. Of this amount, \$1,509,869 is for Waste Management capital projects, and \$2,154,202 is predominately for Transport Network capital works.
- (17) In accordance with the provisions of Section 566(3) of the Local Government Act 1993, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government on a daily simple interest basis for the financial year ending 30 June 2020.
- (18) Include the exhibited budget consideration of \$25,000 in the 2020/2021 Operational Plan towards a Feasibility Study and Concept Plan for the Angry Bull Mountain Bike Proposal. The project funding will be subject to the execution of a Local Government funding agreement.
- (19) Reviews the water consumption fees after the first water meter reading data is available for the 2020/2021 financial year (in November/December 2020) with a view to providing a refund or reduced consumption fees for the remainder of the financial year if the assumptions used to calculate the estimated yield have changed by greater than 10%.



(20) In accordance with the provisions of Section 405(6) of the Local Government Act 1993, places a copy of its adopted Operational Plan 2020/2021 on its website within 28 days.

(Greg Sauer/Tom Peters)

### **SUSPENSION OF STANDING ORDERS**

**114/20** **Resolved** that Standing Orders be suspended.

(Brian Murray/Donald Forbes)

#### **Motion Carried**

*Standing Orders were suspended and the recording turned off to allow confidential discussion of an issue as per Section 10A(2) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals, the time being 1.40 pm.*

*The Meeting reconvened with the same members present. The recording device was turned on, the time being 2.24 pm.*

### **RESUMPTION OF STANDING ORDERS**

**115/20** **Resolved** that Standing Orders be resumed.

(Gary Verri/Greg Sauer)

#### **Motion Carried**

#### **AMENDMENT**

Item (19) be amended to read as follows:

Reviews water consumption fees after the first water consumption reading data is available for the 2020/2021 financial year and current water consumption fees in the 2020/2021 Operational Plan will be varied based on the following formula for each water consumption fee if the water consumption charges vary by 10% or more from the level assumed in calculating the estimated yield for each water consumption fee:

$$\frac{\text{Full Year Budgeted Income Target}/2}{\text{Kilolitres from the first water meter reading}} = \text{Price per Kiloitre}$$

If the water consumption charges vary by 10% or more from the level assumed (220526 Kiloitres) in calculating the estimated yield for each water consumption fee.

(Greg Sauer/Gary Verri)

#### **Amendment Carried**

*Cr Bronwyn Petrie registered a vote against the Amendment.*

#### **AMENDMENT**

Item (18) be amended to read as follows:



- (a) Include the exhibited budget consideration of \$25,000 in the 2020/2021 Operational Plan to be allocated for a Business Case for the Angry Bull Mountain Bike Proposal to be conducted through Regional Development Australia. The project funding will be subject to the execution of a Local Government funding agreement; and
- (b) On the successful completion of item 18 (a), a report comes back to Council for consideration of the allocation of an additional \$30,000 for a Feasibility Study, including trail mapping. This allocation of funds and the arrangements described above be subject to a mutual agreement between Angry Bull Mountain Bike Trails and Tenterfield Shire Council.  
(Bronwyn Petrie/Bob Rogan)

*As mover of the amendment, Cr Bronwyn Petrie requested a vote of (18) (a) and (b) in seriatim. The Chair concurred with this request.*

- (18) (a) Include the exhibited budget consideration of \$25,000 in the 2020/2021 Operational Plan to be allocated for a Business Case for the Angry Bull Mountain Bike Proposal to be conducted through Regional Development Australia. The project funding will be subject to the execution of a Local Government funding agreement; and

**Amendment Carried**

- (18) (b) On the successful completion of item 18 (a), a report comes back to Council for consideration of the allocation of an additional \$30,000 for a Feasibility Study, including trail mapping. This allocation of funds and the arrangements described above be subject to a mutual agreement between Angry Bull Mountain Bike Trails and Tenterfield Shire Council.

**Amendment Carried**

*Cr Bronwyn Petrie requested a vote of the amended Motion in seriatim. The Chair rejected this request.*

*Cr Brian Murray foreshadowed a rescission motion of Item 18 (a) and (b) should these be adopted by Council.*

**Declaration of Interest**

*Chief Executive Terry Dodds declared his membership of the Board of Regional Development Australia and further, declared that he would have no influence or vote on this issue - (Item (18) (a)).*

**116/20 Resolved that Council:**

- (1) Adopts the Tenterfield Shire Council Operational Plan 2020/2021 as revised and attached noting the following amendments from the draft Operational Plan placed on public exhibition on 22 May 2020:
  - Reduced interest income of \$80,000 as a result of charging 0% interest for the first six (6) months of 2020/2021 from 1 July 2020 to 31 December 2020.



- Inclusion of 0% interest as mentioned above for the first 6 months of 2020/21, and 7% interest for the last 6 months of 2020/21.
- Increased Financial Assistance grant income over that projected in the draft budget of \$189,888.
- Decreased depreciation for waste management by \$199,000 as a result of a review.
- Reduced borrowings and as a result, lower principal and interest repayments due to additional grant income for the funding for the New Water Treatment Facility:
  - Removal of interest payment - \$80,082
  - Removal of principal repayment - \$84,287
  - Borrowings no longer required - \$2,350,000
- The addition of some mandated fees from the Office of Local Government in relation to Companion Animals being:
  - Annual Permit for Non-Desexed Cat (4 months & older) \$80
  - Annual Permit for Restricted Breed or Dangerous Dog \$195
- Comment in the Operational Plan that the Water Consumption fees will be reviewed after the first water meter reading data is available for the 2020/21 financial year with a view to reducing water consumption fees for the second half of the financial year.
- A reduction to the salary Award increase which is likely to be 1.5% and not 2.5% as originally budgeted.
- Other adjustments as a result of classification changes within the Code of Accounting of Accounting Practice and Financial Reporting issued by the Office of Local Government;
- An additional capital expenditure item was added under Buildings and Amenities utilising the improved position from the draft Operational Plan to provide a \$250,000 contingency fund for unexpected structural work that has been identified as being necessary and urgent for the Administration Building refurbishment.
- Corrections for minor typographical errors.

(2) Adopts the following documents as part of the Tenterfield Shire Council Operational Plan 2020/21:

- (a) Tenterfield Shire Council Budget for 2020/2021 (noting that the Long Term Financial Plan is currently undergoing a comprehensive review which will be brought back to Council in the new Financial Year, further noting that this document will require another comprehensive review after the next Local

  
22 June 2020



- Government elections to reflect the next Council's four year delivery program);
- (b) Tenterfield Shire Council Revenue Policy Statement for 2020/2021; and
  - (c) Tenterfield Shire Council Fees & Charges for 2020/2021.
- (3) In accordance with the provisions of Section 355 of the Local Government Act 1993, makes, fixes and levies the rates for the year ending 30 June 2021 for the following rating categories:

Farmland:

A Farmland rate of 0.002478020 cents in the dollar on the current land values of all rateable land in the Local Government Area being Farmland, with a base rate of \$411.00 per annum (the total revenue collected from this base amount represents 25.32% of the total revenue collected from this category of land);

Residential – Tenterfield:

A Residential – Tenterfield rate of 0.006191502 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$327.00 per annum (the total revenue collected from this base amount represents 48.44% of the total revenue collected from this category of land);

Residential – Tenterfield (Urban):

A Residential – Tenterfield rate of 0.005415686 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$327.00 per annum (the total revenue collected from this base amount represents 23.34% of the total revenue collected from this category of land);

Residential – Urbenville:

A Residential – Urbenville rate of 0.007654082 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$292.00 per annum (the total revenue collected from this base amount represents 49.17% of the total revenue collected from this category of land);

Residential – Jennings:

A Residential – Jennings rate of 0.008045091 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$292.00 per annum (the total revenue collected from this base amount represents 49.64% of the total revenue collected from this category of land);

Residential – Drake:

A Residential – Drake rate of 0.009921096 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$292.00 per annum (the total revenue collected from this base amount represents 48.96% of the total revenue collected from this category of land);

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Residential – Other:

A Residential – Other rate of 0.004786194 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$152.00 per annum (the total revenue collected from this base amount represents 24.64% of the total revenue collected from this category of land);

Business – Tenterfield:

A Business – Tenterfield rate of 0.014185278 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$556.00 per annum (the total revenue collected from this base amount represents 40.58% of the total revenue collected from this category of land);

Business – Urbenville:

A Business – Urbenville rate of 0.007170749 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$257.00 per annum (the total revenue collected from this base amount represents 47.11% of the total revenue collected from this category of land);

Business – Jennings:

A Business – Jennings rate of 0.004710145 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$257.00 per annum (the total revenue collected from this base amount represents 46.77% of the total revenue collected from this category of land);

Business – Drake:

A Business – Drake rate of 0.007038853 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$257.00 per annum (the total revenue collected from this base amount represents 49.09% of the total revenue collected from this category of land);

Business – Other:

A Business – Other rate of 0.004745900 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$301.00 per annum (the total revenue collected from this base amount represents 44.26% of the total revenue collected from this category of land);

Mining:

A Mining rate of 0.018023173 cents in the dollar on the current land values of all rateable land in the Local Government Area where the dominant use is for a coal mine or metalliferous mine, with a base rate of \$455.00 per annum (the total revenue collected from this base amount represents 47.45% of the total revenue collected from this category of land).

- (4) In accordance with the provisions of Section 552 of the Local Government Act 1993, Council makes, fixes and levies a Water Supply Availability





Charge on all land rateable to the Water Supply Charge and other water charges for the year ending June 2021, as follows:

- (a) Residential - \$512.00 per property and/or connection per annum;
  - (b) Residential Strata - \$384.00 per property and/or connection per annum;
  - (c) Mt Lindesay Private Line – \$638 per property and/or connection per annum;
  - (d) Rural Other - \$512 per property and/or connection per annum;
  
  - (e) Non Residential - Meter connection: 20mm - \$512 per property and/or connection per annum;
  - (f) Non Residential - Meter connection: 25mm - \$512 per property and/or connection per annum;
  - (g) Non Residential - Meter connection: 32mm - \$512 per property and/or connection per annum;
  - (h) Non Residential - Meter connection: 40mm - \$769 per property and/or connection per annum;
  - (i) Non Residential - Meter connection: 50mm - \$1,200 per property and/or connection per annum;
  - (j) Non Residential - Meter connection: 80mm - \$3,080 per property and/or connection per annum;
  - (k) Non Residential - Meter connection: 100mm - \$4,810 per property and/or connection per annum;
  - (l) Non Residential - Meter connection: 150mm - \$10,825 per property and/or connection per annum;
  - (m) Voluntary & Charitable Organisations - \$100.00 per property and/or connection per annum;
  - (n) Services installed solely for the purpose of firefighting – No Charge.
- (5) In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by residential customers (to be by measure of metered water consumption) at the rate of \$5.90 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum and \$8.85 per kilolitre for water consumed over 450 kilolitres per annum.
- (6) In accordance with Section 502 of the Local Government Act, that Council makes, fixes and levies a stepped tariff for the charge for water consumed by Rural/MT Lindesay customers (to be by measure of metered water consumption) at the rate of \$5.90 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum and \$8.85 per kilolitre for water consumed over 450 kilolitres per annum.
- (7) In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by Non-Residential customers (to be by measure of metered water consumption) at the rate of \$4.35 per kilolitre for water consumption between nil (0) and 800 kilolitres per annum and \$6.60 per kilolitre for water consumed over 800 kilolitres per annum.

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- (8) In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a minimum water consumption account charge of \$25 for each of the six (6) monthly billing periods. Further, that if at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based on the previous two corresponding water bills.
- (9) In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a Water Infrastructure Charge per assessment connected to the Tenterfield Water Treatment Plant of \$77 to part fund infrastructure associated with Council's Water Network.
- (10) In accordance with the provisions of Section 501(1) and 502 of the Local Government Act 1993, makes, fixes and levies a Sewerage Service Availability Charge of \$1,195 on all land assessable in the Tenterfield and Urbenville Town Areas and is:
- (a) connected to the Council's sewer main, or
  - (b) not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main; and
  - (c) land from which sewerage can be discharged into the sewers of Council for the year ending June 2021.

Further, that in respect of Residential Flat Buildings, a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection.

- (11) In accordance with the provisions of Sections 501(1) and 552 of the Local Government Act 1993, Council makes, fixes and levies Annual Access Charges for Commercial and Non-Residential Sewerage for the year ending June 2021, as follows:

A Sewerage Access Charge will be incurred proportional to the customer's water connection diameter plus a pay for use charge based on the water used, calculated in accordance with the following connection options and the formula following subparagraph "j" below:

- (a) Non Residential - Meter connection: 20mm - \$1,195 per occupancy per property per annum;
- (b) Non Residential - Meter connection: 25mm - \$1,195 per occupancy per property per annum;
- (c) Non Residential - Meter connection: 32mm - \$1,545 per occupancy per property per annum;
- (d) Non Residential - Meter connection: 40mm - \$2,415 per occupancy per property per annum;
- (e) Non Residential - Meter connection: 50mm - \$3,770 per occupancy per property per annum;
- (f) Non Residential - Meter connection: 80mm - \$9,650 per occupancy per property per annum;
- (g) Non Residential - Meter connection: 100mm - \$15,080 per occupancy per property per annum;



- (h) Non Residential - Meter connection: 150mm - \$33,940 per occupancy per property per annum;
- (i) Voluntary & Charitable Organisations - \$237.00 per occupancy per property per annum;
- (j) Services installed solely for the purpose of firefighting – No Charge.

The formula to calculate Non-Residential Sewerage Charges is:

$$AC + SDF \times (C + UC)$$

Where:

AC = Access Charge

SDF = Sewerage Discharge Factor (determined by type/use)

C = Customers Annual Water Consumption in kilolitres

UC = Sewerage Usage Charge

- (12) Makes, fixes and levies a Sewerage Usage Charge of \$2.90 per kilolitre in 2020/2021 for non residential sewerage charge.
- (13) Makes, fixes and levies Trade Waste and On site Sewerage Management Charges as outlined in the Operational Plan 2020/2021.
- (14) Makes, fixes and levies and charges Waste Management Charges as outlined in the Operational Plan 2020/2021.
- (15) Provides three (3) waste vouchers per annum to be issued with the annual rates notice and that the value of these vouchers be equivalent to the fee for a small box trailer - that is, \$27.00 each.
- (16) Borrows \$3,664,071 in 2020/2021 for infrastructure projects. Of this amount, \$1,509,869 is for Waste Management capital projects, and \$2,154,202 is predominately for Transport Network capital works.
- (17) In accordance with the provisions of Section 566(3) of the Local Government Act 1993, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government on a daily simple interest basis for the financial year ending 30 June 2020.
- (18) (a) Include the exhibited budget consideration of \$25,000 in the 2020/2021 Operational Plan to be allocated for a Business Case for the Angry Bull Mountain Bike Proposal to be conducted through Regional Development Australia. The project funding will be subject to the execution of a Local Government funding agreement; and
  - (b) On the successful completion of item 18 (a), a report comes back to Council for consideration of the allocation of an additional \$30,000 for a Feasibility Study, including trail mapping. This allocation of funds and the arrangements described above be subject to a mutual agreement between Angry Bull Mountain Bike Trails and Tenterfield Shire Council.



- (19) Reviews water consumption fees after the first water consumption reading data is available for the 2020/2021 financial year and current water consumption fees in the 2020/2021 Operational Plan will be varied based on the following formula for each water consumption fee if the water consumption charges vary by 10% or more from the level assumed in calculating the estimated yield for each water consumption fee:

$$\frac{\text{Full Year Budgeted Income Target}/2}{\text{Kilolitres from the first water meter reading}} = \text{Price per Kilolitre}$$

If the water consumption charges vary by 10% or more from the level assumed (220526 Kilolitres) in calculating the estimated yield for each water consumption fee.

- (20) In accordance with the provisions of Section 405(6) of the Local Government Act 1993, places a copy of its adopted Operational Plan 2020/2021 on its website within 28 days.

(Greg Sauer/Tom Peters)

**Motion Carried**

*Manager Customer Service, Governance & Records, Ms Erika Bursford, and Manager Finance & Technology, Mr Paul Della, left the meeting, the time being 2.51 pm.*

**REPORTS OF DELEGATES & COMMITTEES**

**(ITEM RC15/20) REPORTS OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS - 13 MARCH 2020**

**SUMMARY**

A meeting of the Border Regional Organisation of Councils (BROC) was held at St George, Queensland (hosted by Balonne Shire Council) on Friday, 13 March 2020.

- 117/20** **Resolved** that the report of the Border Regional Organisation of Councils meeting of 13 March 2020 be received and noted.

(Peter Petty/Greg Sauer)

**Motion Carried**

**NOTICES OF MOTION**

Nil.



## RESOLUTION REGISTER

### (ITEM RES5/20) COUNCIL RESOLUTION REGISTER - JUNE 2020

#### 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.

**118/20** **Resolved** that Council notes the status of the Council Resolution Register to June 2020.

(Michael Petrie/Brian Murray)

#### Motion Carried

### CONFIDENTIAL BUSINESS – SUSPENSION OF STANDING ORDERS

**119/20** **Resolved** that:

- a) Standing Orders be suspended and 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/Tom Peters)

#### Motion Carried

*The recording device was turned off and the meeting moved into Closed Committee, the time being 2.56 pm.*

### (ITEM ECO10/20) ACQUISITION OF PART OF PRIVATE LAND IN MOLESWORTH 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) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.

#### SUMMARY

The purpose of this report is to legalise and contain part of Council's constructed cycle way within Council land rather than private land, based on a historic agreement between Council and the property owner which was meant to create an easement over which the cycle way traverses.



**120/20** Resolved that Council:

- (1) Commence negotiations with the property owner for Council to acquire the area of land containing the cycle way to the existing fence line located on Lots 301, 302 DP 1121415 and Lot B DP 157034, Tenterfield in full compensation of the affected land; and
- (2) Report back to Council once an independent valuation has been undertaken and compensations amounts are known.
- (3) Fund associated survey and reasonable legal costs to finalise this matter.

(Gary Verri/Tom Peters)

**Motion Carried**

**RESUMPTION OF STANDING ORDERS**

**121/20** Resolved that Standing Orders be resumed.

(Gary Verri/Brian Murray)

**Motion Carried**

*The meeting moved out of Closed Committee and the recording device was turned on, the time being 3.14 pm.*

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

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 3.15 pm.

  
Councillor Peter Petty  
Mayor/Chairperson

