

ORDINARY COUNCIL MEETING

WEDNESDAY, 26 AUGUST 2020

ATTACHMENT BOOKLET 8

Attachment No. 21 Capital Expenditure Report as at 31 July 2020

Attachment No. 22 Resolution Register – August 2020

**Tenterfield Shire Council
Capital Expenditure Report as at 31 July 2020**

COA	20/21 Full Year Budget \$	20/21 YTD Actuals \$	20/21 Percentage Spent %	Variance Comments
Office of the Chief Executive	55,951	726	1.30%	
Library Services				
5000500. Library Resources	21,622	726	3.36%	
5000520. Local Priority Grant 2020/21	19,329	0	0.00%	
Total Library Services	40,951	726	1.77%	
Theatre & Museum Complex				
5005509. School of Arts - Update Theatre Lighting	5,000	0	0.00%	
5005513. School of Arts - Computer Equipment	1,500	0	0.00%	
5005514. School of Arts - Replace Tableware	500	0	0.00%	
5005515. School of Arts - Electronic Entrance Sign	2,000	0	0.00%	
5005516. School of Arts - Upgrade Cinema Technology	6,000	0	0.00%	
Total Theatre & Museum Complex	15,000	0	0.00%	
Office of the Chief Corporate Officer	1,070,000	337,119	31.51%	
Buildings & Amenities				
4200501. Admin Building -- Refurbishment	250,000	212,601	85.04%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
4200508. Admin Building - Asbestos Removal	60,000	0	0.00%	
4235000. Tenterfield Memorial Hall Sporting Complex - SCCF-1023	0	2,900	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
4240501. Rotary Park - Toilet Cistern Upgrade	10,000	0	0.00%	
4240502. Jubilee Park - Toilet Cistern Upgrade	10,000	0	0.00%	
4610507. Liston Community Hall - SCCF - 1091	0	10	0.00%	
4610508. Toilet Block Enhancements at Urbenville and Legume - SCCF-1105	0	44,000	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
Total Buildings & Amenities	330,000	259,511	78.64%	
Finance & Technology				
1810501. Computer Equipment - Finance	75,000	0	0.00%	Expenditure likely to be incurred in August/September 2020.
1810507. Fibre Optic Cabling of Sites	50,000	0	0.00%	Grant to be sought for this purpose
1810508. Capitalised Software	250,000	58,711	23.48%	On target
1810509. Furniture & Equipment Purchases	5,000	0	0.00%	Expenditure likely to be incurred in August 2020
Total Finance & Technology	380,000	58,711	15.45%	
Parks, Gardens and Open Space				
4215504. Cemeteries - Storage Shed & Unisex Disabled Toilet	35,000	0	0.00%	
4605509. Rouse Street Irrigation & Replanting	40,000	170	0.42%	
4605513. Jubilee Park - Upgrade Pathway	35,000	0	0.00%	
4605514. Jennings Park - Playground Renewal	50,000	0	0.00%	
4610505. Shirley Park Amenity Block & Fencing - SCCF - 1107	0	18,727	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1. Almost completed.
Total Parks, Gardens and Open Space	160,000	18,897	11.81%	
Swimming Complex				
4600510. Swimming Pool - Water Heater	100,000	0	0.00%	
4600511. Swimming Pool - Pool Blankets	75,000	0	0.00%	
4600512. Swimming Pool - Equipment Renewal	25,000	0	0.00%	
Total Swimming Complex	200,000	0	0.00%	
Office of the Chief Operating Officer	25,114,901	1,508,377	6.01%	
Asset Management & Resourcing				
6250501. Tenterfield Depot - Refurbishment Stage 1	0	69,439	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
6250504. Tenterfield Depot - Fuel Tank Investigation/UPSS Compliance	50,000	0	0.00%	
6250505. Tenterfield Depot - WHS & Environmental Initiative Enhancements	100,000	0	0.00%	
Total Asset Management & Resourcing	150,000	69,439	46.29%	
Plant, Fleet & Equipment				
6210500. Public Works Plant - Purchases	3,281,932	40,341	1.23%	
6210501. Public Works Plant - WDV of Asset Disposals	(2,421,432)	(10,365)	0.43%	
Total Plant, Fleet & Equipment	860,500	29,976	3.48%	
Sewerage Service				
7872502. Tenterfield Mains Relining (1km Year)	165,500	0	0.00%	Planning underway
7872503. Tenterfield Mains Augmentation	66,200	0	0.00%	Planning underway
7872505. Tenterfield Man Hole Level Alterations (Water Infiltration)	154,600	0	0.00%	Quotations received
7872519. Tenterfield Network Renewal	189,100	0	0.00%	Planning underway
7872522. STP - Dehydrator Replacement	0	21,201	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
7872524. Tenterfield STP - 3 Bay Shed for Storage	50,000	0	0.00%	Some redesign required
7872526. Tenterfield STP - Refurbishment	102,500	0	0.00%	Planning underway

COA		20/21 Full Year Budget \$	20/21 YTD Actuals \$	20/21 Percentage Spent %	Variance Comments
7872527.	Tenterfield New Pump Station - Molesworth St	200,000	0	0.00%	Some redesign required
7872528.	Tenterfield New Pump Station - Trail Lane	150,000	0	0.00%	Works planning scheduled September infrastructure P/S planning underway.
	Total Sewerage Service	1,077,900	21,201	1.97%	
	Stormwater & Drainage				
8252502.	Drainage Pits - Upgrade	63,000	0	0.00%	
8252523.	Culverts Renewal	27,200	0	0.00%	
8252526.	Stormwater Pipe Renewal	40,000	0	0.00%	
	Total Stormwater & Drainage	130,200	0	0.00%	
	Transport Network				
6215110.	Regional & Local Roads Traffic Facilities	66,500	0	0.00%	
6215510.	Regional Roads Block Grant - Reseals Program.	619,473	1,455	0.23%	
6215531.	Special Grant Mt Lindesay Road (RMS/Fed)	10,000,000	147,136	1.47%	
6215548.	Restart NSW Funding - Beary Creek Bridge Replacement - Tooloom Road - Expenditure	805,000	186,585	23.18%	
6215550.	Footpaths	0	33	0.00%	
6215551.	Repair Program 2019/20	575,055	206,903	35.98%	
6215552.	Roads to Recovery 2019-24	0	120,657	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
6215553.	MR 462 Brunner Way Curve Improvements (Segments 7010, 7020 & 7030)	0	6,720	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
6215559.	Safer Roads Program - Boonoo Boonoo Falls Road	298,000	0	0.00%	
6220270.	Boonoo Boonoo Bridge, Mt Lindesay Road - Restart NSW Funding	1,459,500	5,774	0.40%	
6220271.	Bridges Renewal Program - Deepwater River Bridge Renewal - Torrington Road	960,080	0	0.00%	
6220272.	Bridges Renewal Program - Kangaroo Creek Bridge Replacement - Paddys Flat Road Nth	973,920	0	0.00%	
6220273.	Contribution to Clarence River Bridge (Kyogle Shire)	550,000	0	0.00%	
6220275.	Emu Creek Bridge Replacement - Hootons Road - Restart NSW Funding	980,000	397,869	40.60%	
6220280.	Restart NSW Funding - Bridge Interim Solutions Project - Expenditure	1,313,000	113,396	8.64%	
6220500.	Urban Streets - Reseal Program	122,000	0	0.00%	
6220501.	Road Renewal - Gravel Roads	620,126	35,134	5.67%	
6220503.	Gravel Resheels	632,425	14,456	2.29%	
6220506.	Bridges / Causeways (SRV to 2023/24)	470,000	557	0.12%	
6220507.	Rural Roads - Reseal Program	259,402	0	0.00%	
6220512.	Culverts & Pipes	140,000	0	0.00%	
6220513.	Concrete Bridges	30,000	0	0.00%	
6240101.	Gravel Pit Rehabilitation	10,251	0	0.00%	
	Total Transport Network	20,884,732	1,236,675	5.92%	
	Waste Management				
7080500.	240L Wheelie Bins	2,000	108	5.41%	As required
7080503.	Industrial Bins	6,000	0	0.00%	Pending order
7080550.	Boonoo Boonoo - Groundwater Bores	0	136	0.00%	Waiting on EPA response
7080553.	Boonoo Boonoo - New Cell Construction	743,000	0	0.00%	Waiting on EPA response
7080554.	Boonoo Boonoo - Develop/operate borrow area	10,000	0	0.00%	Waiting on EPA response
7080555.	Boonoo Boonoo - New Cell Remediation Asset (Non Cash)	50,000	0	0.00%	Waiting on EPA response
7080558.	Tip shop - Drake, Liston & Tenterfield	10,000	8,112	81.12%	Works commenced Tenterfield, shops/sheds ordered.
7080566.	Boonoo Boonoo - Landfill EPA Remediation - Capping Topsoil Ref No 30	252,000	0	0.00%	Waiting on EPA response
7080567.	Boonoo Boonoo - Landfill EPA Remediation - Capping Clay Ref No 31	299,000	0	0.00%	Waiting on EPA response
7080568.	Boonoo Boonoo - WHS Facilities & Amenities Upgrade	137,869	0	0.00%	Research underway
7080720.	Mingoola - Open Transfer Station	0	1,600	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
7080811.	Tenterfield WTS Groundwater Bores	0	150	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1.
	Total Waste Management	1,509,869	10,106	0.67%	
	Water Supply				
7484505.	Tenterfield Mains Replacement	269,300	0	0.00%	Ongoing program, alternative main New England-Saddlers to Miles Street replacement underway, pre-orders commenced through LGP.
7484506.	Tenterfield Meter Replacement	21,500	0	0.00%	Ongoing program some additional meters to be sourced for Newe England -Saddlers to Miles street program
7484515.	Tenterfield Flood Warning System - Capex	200,000	0	0.00%	Underway Milestone 2 completed
7484521.	Tenterfield Water Treatment Plant Design	0	820	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1, Tender released
7484522.	Tenterfield Water Treatment Plant Construct	0	20,900	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1, Tender released
7484532.	Tenterfield Water Supply - Drought Augmentation	0	119,260	0.00%	Project carried-forward from 19/20. Budget to be amended in QBR 1, Electrical works commenced.
7484901.	Jennings Mains Replacement	10,900	0	0.00%	Planning completed.
	Total Water Supply	501,700	140,980	28.10%	
	Grand Total	26,240,852	1,846,222	7.04%	

RESOLUTION REGISTER – COUNCIL MEETINGS – AUGUST 2020

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>Snake Creek Road – Road Reserve</p> <p>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	29/09/16	Respondent advised of the Council decision. Negotiations with affected property owners has commenced. Costs to be obtained to allow for the survey and legal costs to be considered for inclusion in 17/18 budget. Quotations for surveying works to be forwarded next week. Correspondence sent to adjoining land owners including Crown Lands requesting feedback. Met on-site with property owner to discuss proposed road width, further report to council once advice received from Crown Lands as TSR land. Phone discussion held with LLS. Council awaiting formal response prior to proceeding. Discussions held with Crown Lands regarding application process for	B	

28/6/17	94/17 ECO11/17	<p>Lease of Council Controlled Land – Road Reserve Resolved that Council:</p> <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>	(Engineering Officer)				<p>portion of road reserve required.</p> <p>Surveyor engaged.</p> <p>No change to above</p> <p>Awaiting survey plan</p> <p>As above, advised by Surveyor having issues with survey points.</p> <p>Advice received from Surveyor, major survey anomalies. Road is pegged & plans being prepared.</p>		
							<p>17/2</p> <p>15/05</p> <p>06/08/20</p>	<p>12/07/17</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>B</p> <p>Advised Applicant by way of phone call 12.07.2017. 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>

23/5/18	91/18 ENV9/18	<p>Jennings Sewerage Scheme: Preliminary Assessment Report Resolved that Council:</p> <p>(1) Receive and note the Jennings Sewerage Scheme Preliminary Assessment by HunterH₂O (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				10/5/19 21/10/19 17/02/20 16/03/20 03/07/20 13/08/20	<p>Still awaiting advice. Awaiting advice if applicant wants to pursue.</p> <p>Advice received applicant is going to pursue agreement.</p> <p>Draft Agreement received 02/07/20 under review.</p> <p>Requested amendment to Agreement to reflect 10 years. Awaiting response.</p>		
							18/10 18/11 14/4/2020 14/5 15/6 to 9/7 10/8	<p>Note ongoing reduced actions undertaken</p> <p>Lower priority at present due to (emergency) water issues at Tenterfield</p> <p>Internal review as gap analysis to progress & Lower priority at present due to (emergency) water issues at Tenterfield</p> <p>Funding for x-boarder still under investigation.</p> <p>Note identified in SSW as Risk 1- applying</p> <p>Applied for the risk re-assessment awaiting response</p> <p>Response provided as Risk 1</p>	B	

28/11/18	285/18 ENV25/18	<p>Tenterfield Dam Upgrade – End of Project Status and Future Followup Resolved that Council:</p> <p>(1) Note the completion of the project which otherwise would have achieved time and budget targets except for necessary changes to work scope design and additional project work; and further</p> <p>(2) That Council write to the NSW Water Minister seeking additional grant funding for increased works costs necessary to fully complete the project and deliver a durable quality asset for the State and Tenterfield; and further</p> <p>(3) That Council subject to whatever level of extra funding provided by the NSW Government, endorse staff engaging in due process needed to increase dam project loan funding from the current \$5.45M approved level up to a maximum of \$1.03M to cover shortfall on initial loan funding 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>	Director Infrastructure EA&M	Yes	11/12 20/2 3/5 17/6 18/10/ 2019 15/11/ 19 17/2 9/7 24/7	<p>Planning for event to commence early Jan 19.</p> <p>Due to dry conditions an 'Official Opening' event will be rescheduled at a future date, however a date to be determined for a visit for Councillors to inspect the dam wall upgrade.</p> <p>Considering "Open Day" with guided tours following adoption of the Budget for education purposes re new charge.</p> <p>Emergency water issues taking priority at the current time.</p> <p>Dam safety Committee inspection in late September</p> <p>Emergency water issues taking priority at the current time.</p> <p>Awaiting firm completion of works time for bore installations. Will reschedule Official Opening.</p> <p>Note Delayed COVID</p> <p>Will include with official opening of new Water Treatment Plant</p>	C	
27/2/19	30/19 COM3/19	<p>Compulsory Acquisition of Crown Land for the Mt Lindesay Road Upgrade – 0-6km Section East of Legume</p>	Engineering Officer MAPP		18/3 12/04	<p>Awaiting Final plans to be sent with application to Minister.</p> <p>No change to status.</p>	B	

28/8/19	173/19 NM6/19	<p>southern most end of Lot 7018 in DP1075723 at Mingoola for the purpose of constructing a Waste Transfer Station; and</p> <p>(2) Authorise the Chief Executive to sign the Licence; and</p> <p>(3) Resolve to conduct investigations and processes to compulsorily acquire the Licenced area by way of subdivision.</p>	EA&M				14/5	<p>completed along with AIMS & Biological searches done. Surveyor to be organised for the lot.</p> <p>No further development</p> <p>Organised a temporary licence for the purposes of site investigation. Quote to carry out site survey requested.</p> <p>Forms submitted to compulsory acquire land. Awaiting response from Crown Lands.</p>		
28/8/19	176/19 ENV16/19	<p>Notice of Motion - Community Contributions & Donations</p> <p>Resolved that Council specify criteria around the community contributions and donations.</p>					13/9	<p>Scheduled to workshop with Councillors, update Policy and present to Council in March 2020.</p> <p>Scheduled for March 2020 Workshop</p> <p>Report deferred to May 2020 Council Meeting</p> <p>Scheduled for August Workshop prior to approval of 2020/21 community donations by Council.</p> <p>Report to August 2020 Council Meeting.</p>	C	
28/8/19	176/19 ENV16/19	<p>Confidential Report - NEWGrid - Water Security</p> <p>Resolved that Council:</p> <p>(1) Advocate to participate in the development and delivery of the National Water Grid project within the Tenterfield environs; and</p>	CE				19/9 13/10	<p>Discussions ongoing.</p> <p>Announcement of \$24m for feasibility study for the Border Rivers Project on the Mole River.</p>	B	

	<p>(2) Seek funding to complete all the assessments that will support a P90 cost estimate; and</p> <p>(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.</p>			<p>5/12</p> <p>5/2</p> <p>11/3</p> <p>15/5</p> <p>18/5</p> <p>14/7</p>	<p>Discussions with Govt ongoing. Letter forwarded to Minister for Water requesting TSC be the proponent to complete the studies and Detailed Business Case.</p> <p>Ongoing discussions with Minister Payvey's Office in relation to capacity of WaterNSW to deliver a signed tender document prior to next Federal Government election cycle caretaker period.</p> <p>Meeting SDRC Mayor and CEO to discuss on 11/12/19</p> <p>Meeting with Water NSW, Member for Lismore & Councillors scheduled.</p> <p>Meeting held. Feasibility study to go ahead. Ongoing engagement.</p> <p>Phone meeting with David Hogan. WaterNSW has had scope changed. Risk to project.</p> <p>Federal Minister for Agriculture, Drought and Emergency Management forwarded email 15/5. Investigating why the scope has been changed and by whom.</p> <p>Mayor has been in contact with Deputy</p>		
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30/10/19	216/19 COM13/19	Crown Land Categorisation Resolved that Council endorse the proposed categorisation of the Crown Land Reserves as set out in the following table of Community Land and to apply to the Minister for approval of the proposed categorisation.	CCO MPB				18/8	Prime Minister to discuss ongoing progress. Update for Councillors scheduled 25/8/20		
							18/11/19	Notice of Categorisation sent to Minister. Awaiting confirmation.	C	
							9/12/19	Further information being sought and supplied.		
							6/2/20	Awaiting confirmation or otherwise from Minister of categorisation.		
							16/5/2020	No change in status.		
							15/06/2020	Minister has requested changes to categorisation to two land reserves. Plans to continue to be developed.		
							8/7	Categorisation has been amended. Draft Plans nearing completion.		
							13/08/2020	Continued development of the Plans of Management in preparation for presentation to Council sometime in the future.		

30/10/19	218/19 COM15/19	Tree Management Plan Resolved that Council receive and note the Tree Management Plan as per Attachment 1 (Attachment Booklet 1), however the document be referred back to the Parks, Gardens & Open Spaces Advisory Committee to amend spelling errors, arborist requirements, etc and consideration of heritage trees (ie Cork Tree) be included.	CCO MOS,R&U			15/11 17/2	Awaiting amended document to upload to website. To Parks, Gardens & Open Space Advisory Committee Meeting - 19/3/20 Meeting not held due to COVID-19 restrictions. To Parks, Gardens & Open Space Advisory Committee Meeting - 18/6/20. Members to review and bring back to next meeting in September 2020. Plan to include a list of heritage trees, removal and replacement	B	
27/11/19	261/19 GOV79/19	Request for Boundary Realignment Between Tenterfield Shire Council and Glen Innes Severn Shire Council Resolved that Council: (1) Receive and note this report; (2) Accept the proposal to have the Local Government Boundary re-aligned in accordance with this report; (3) Submit the boundary adjustment application to the Office of Local Government; and (4) That if any costs are incurred that they be passed onto the applicant.	CCO MF&T RO			13/8	Glen Innes Shire Council at their November Ordinary meeting adopted a similar resolution enabling this process to continue and so a boundary adjustment application to be submitted to the Office of Local Government. Rates Staff to follow up with the Office of Local Government. Further advice on timeline pending.	B	
18/12/19	269/19 ECO14/10	Sale of Land For Unpaid Rates & Charges Resolved that Council:	CCO RO			14/2	Land Agent has been determined. Date of sale to be confirmed.	B	

		<p>(1) Pursuant to Section 713 and other relevant sections of the Local Government Act 1993, implements sale proceedings to sell the properties listed in this report at a public auction at a time and place to be determined;</p> <p>(2) Appoints Outstanding Collections (Aust) Pty Ltd (OSC) to administer the sale on Council's behalf.</p> <p>(3) Authorises Council staff and OSC to proceed with the necessary arrangements pertaining to the sale of the properties listed in this report, as set out in the Local Government Act 1993 and Local Government (General) Regulation 2005.</p> <p>(4) Delegates authority to the General Manager (Chief Executive) to take the following actions pertaining to the properties specified in the report:</p> <p>a. To withdraw from sale any property that, prior to the commencement of the auction, has had all Rates and charges payable (including overdue Rates and charges) paid in full.</p> <p>b. To withdraw any property from sale for technical or legal reasons.</p> <p>c. To set reserve prices for sale of the properties at auction.</p> <p>d. To negotiate by private treaty and accept offers for sale of any property that fails to sell at auction.</p> <p>e. To execute Sale and Purchase contracts, and</p>			<p>15/4</p> <p>13/8</p>	<p>Deferred due to COVID-19 restrictions.</p> <p>Sale of land for unpaid rates will now take place on 20 November 2020 at The Sir Henry Parkes Memorial School of Arts at 11am.</p>		
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18/12/19	286/19 NM10/19	property transfer documents, under Council's Common Seal. Notice of Motion – Road Naming Resolved that Council start the process of renaming of: <ul style="list-style-type: none"> Seven Mile Lane / Herding Yard Creek Road; Old Maryland Lane/ Catarins Road, Maryland; Cullendore Road; and Red Ridge Road. 	Director Infrastructure EO			17/02/20 17/7/20	Initial road status investigations being carried out. Still awaiting road status report from search agents, recent follow up requested has been made to them.	B	
26/2/20	11/20 COM7/20	Update – Electric Vehicle Recharging Station Resolved that Council 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 a dedicated car space in the Visitor Information Centre to be allocated for a five (5) year peppercorn lease of \$1 per annum to NRMA for the purpose of electric vehicle recharging.	Dir Inf EAO			16/3/20 18/6/20 17/20	Letter of intent forwarded Some delays due to COVID-19, NRMA on site 17/6/20 to finalise design. Meeting held with NRMA on site in June. Item referred to Traffic Committee to amend VIC carpark layout for more efficient siting of charging bay. License to Occupy received currently being reviewed and awaiting acceptance of LTC minutes at OCM to accept.	B	
26/2/20	14/20 ECO3/20	Hootons Road – Land Acquisition at Emu Creek Resolved that Council: (1) Agree to the acquisition of land for the opening of a road reserve nominally 20 metres wide, along the first two (2) kilometres of Hootons Road as	Dir Inf MAPP			12/3 11/5/20	Letter has been forwarded to the landowners & a signed agreement for access obtained. Quotations are being sought from consultant valuers to undertake a	B	

		<p>part of the Emu Creek bridge replacement project; and (2) Delegate authority to the Director Infrastructure to negotiate and agree with the adjacent landowners for the valuation of any compensation for the area of land to be acquired, that being nominally in the order of four (4) hectares; and (3) Approve the assigning of the official Council seal to any transfers, title deeds and documents associated with the land acquisition and road opening in this matter; and (4) Approve the gazettal of the new road opening.</p>				<p>valuation of the land involved. Quotations received, engaged Valuer. Valuation has been undertaken and final report being considered prior to commencing negotiations. Advice has been sent to the landowners relating to property valuation to continue negotiations.</p>		
26/2/20	15/20 ECO4/20	<p>Truck Wash & Loading Ramp Project – Alternative Concepts Resolved that Council: (1) Note the option for the Council Depot site is not viable at this stage; (2) Resolve that the Livestock Selling Centre is the preferred location for the project; (3) Resolve that the existing loading ramps facing Boundary Road be upgraded; (4) Resolve that the truck wash for the site be proposed for installation on the south western area of the amenities buildings. (5) Note that any conditions on this project stemming from the Development Application may impact a further decision by Council on whether to proceed with the truck wash and loading ramp as the cost of implementing these conditions may be prohibitive.</p>	Dir Inf MAPP		12/3 11/5 6/7/20	<p>Resolution has been discussed with Council's independent consultant planner, and details for the amendment to current DA will be prepared. Amended drawings as suggested by consultant planner are to be prepared once budgeting and restriction priorities allow access to office based drawing program. Access to equipment being reconnected, update discussion held with planners in June, and details to be forward to consultant planner.</p>	B	

26/2/20	17/20 ENV2/20	<p>Review of Drought Management Plan – Timeframes Resolved that Council: (1) Note the timeframes for the review of the Drought Management Plan; and (2) Reinstate Level 1 Water Restrictions because of sediment incursion in the Dam and the drought is not over.</p>	Dir Inf MW&W EA&M		28/2 Media Release	2/3 14/4 16/6- 9/7 11/8	<p>Level 1 Water Restrictions reinstated Monday, 2 March 2020. Information on website, etc. Community consultation web based completed. Unforeseen delays in obtaining information and receipt of submissions for the update to the Drought Management Plan. Plan to be submitted to August 2020 Ordinary Council Meeting. Drought MP completed and referred to Council review – August 2020 Council Meeting.</p>	C	
26/2/20	23/20 GOV3/20	<p>Relocation of Council Meetings – March 2020, April 2020 & May 2020 Resolved that Council amend Council Resolution 181/19, Item (3) to read as follows: Ordinary Council Meetings be held each month at the Council Chambers in Tenterfield with the exception of February 2020 (Legume), March 2020 (Torrington), April 2020 (Drake) and May 2020 (RSL Pavilion).</p>	EA&M			2/3/20 15/4 11/5	<p>Torrington venue confirmed. March meeting postponed due to COVID-19 restrictions. April meeting to be held via Zoom due to COVID-19 restrictions. Determined Extraordinary Meeting (22) and Ordinary Meeting (27) be held at RSL under COVID-19 restrictions. Risk Assessments carried out. Torrington & Drake to be rescheduled once restrictions cleared.</p>	B	

**March 2020 Meeting Postponed due to COVID-19 regulations
Items referred to April 2020 Meeting**

22/4/20	48/20 ECO5/20	Buy Local Advice & Policy Change Resolved that Council note this update on matters associated with Council's Buy Local Policy and the next steps for the development of a new "Optimising Opportunities for Local Suppliers" Policy.	CCO MF&T			18/5 8/7 13/8	Report to be presented at the June Ordinary Council Meeting. Due to workload - Report deferred to August Ordinary Council Meeting. Due to staff leave, to be presented to the September Ordinary Council Meeting	B	
22/4/20	51/20 ENV8/20	Local Strategic Planning Statement Resolved that Council: (1) Place the Tenterfield Draft Local Strategic Planning Statement on public exhibition for a period of twenty eight (28) days; and (2) Adopt the Local Strategic Planning Statement at the conclusion of the exhibition period, if no submissions are received; or (3) Consider any submissions received and amend the plan as necessary prior to adoption.	CCO MPD			27/4 15/6	On exhibition to 22/5/20 - Advertised on website and in YLN. To Cr Workshop 13/5. Report to August 2020 meeting to adopt.	C	
27/5/20	75/20 COM13/20	Site Sharing Licence Agreement With NSW Telco Authority For Haystack Mountain Resolved that Council: (1) Delegate authority to the Chief Executive to enter a Licence Agreement with the NSW Government Telecommunications Authority for Council's communications equipment located at Haystack Mountain Radio Facility, Pocupar Road, Yabbra National Park, Yabbra NSW 2469.	CCO MPB			15/06/ 2020 12/8	Documents being prepared Documents signed and returned for signature by NSW Telco Auth.	C	

24/06/20	100/20 ECO09/20	(2) Authorise the Licence Agreement to be signed under the Seal of Council by the Mayor and the Chief Executive in accordance with Council Policy. Aerodrome Grass Area Lease 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.	DI MA&PP				1/7/20 7/8/20	Plan of area to be prepared for lease documents. Not yet advertised. Survey of the airstrip has been undertaken and is being compiled with lease documents for advertising.	B	
24/06/20	104/20 ENV13/20	Removal Of Dead Trees Program - Within The Tenterfield Ru5 Area 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.	CCO MOS,R&U				29/6 29/6	Currently seeking quotes for removal of selected trees. Applicants who have registered an interest will receive correspondence from Council by the end of August 2020. Contractor will be awarded and work will commence in August 2020. Contractor appointed. 106 trees to be removed with the available funding Letters ready to send to all expressions received	B	

13/07/20	126/20 COM16/20	Memorial Hall Amenities Tender Recommendation Resolved that Council: (1) Accept the tender evaluation report for the Memorial Hall Amenities Wing project; or (2) Proceed with negotiations with the lowest tenderer to align the scope and budget. (3) The Chief Executive be provided delegation to sign off after negotiations are completed.	CCO MPB				14/7 13/08/ 2020	Negotiations commenced. BJS appointed, Part A earthworks complete. Part B includes insulation to roofing still to be resolved, as proposed solution not suitable.	B	
22/07/20	129/20 MIN10/20	Confirmation of Previous Minutes Resolved that the Minutes of the following Meetings of Tenterfield Shire Council: <input type="checkbox"/> Ordinary Council Meeting – 24 June 2020 <input type="checkbox"/> Extraordinary Council Meeting – 2 July 2020 <input type="checkbox"/> Extraordinary Council Meeting – 13 July 2020 as typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.	EA&M				27/7	Signed and updated to website.	C	
22/07/20	133/20 COM17/20	Tenterfield Common Lot Easement and Compulsory Acquisition Resolved that Council: (1) Proceed with the compulsory acquisition of the interest in the land described as right of carriageway and easement for water supply within Lot 7023 DP1126222 and within Lot 7022 DP 11266834 for the purpose of creating and obtaining an easement for water supply and right of carriage way to the	CCO MPB				13/08/ 2020	Jennings & Kneipp instructed to develop the 88B instrument for the easement. CA application drafted. No response from the Common Trust regarding their concurrence within the allotted timeframe.	B	

		<p>water source and pump infrastructure in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>(2) Proceed with the compulsory acquisition of the land described as subdivided Lot 7022 DP 1126834 for the purpose of subdivision and acquisition of the newly-formed Lot for the purposes of developing water infrastructure on the site and security infrastructure around the site in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>(3) Make an application to the Minister and the Governor for approval to acquire interest in the land described as right of carriageway and easement for water supply within Lot 7023 DP1126222 by compulsory process under section 186(1) of the Local Government Act;</p> <p>(4) Make an application to the Minister and the Governor for approval to acquire the subdivided Lot 7022 DP 1126834 by compulsory process under section 186(1) of the Local Government Act;</p> <p>(5) Classifies the land as operational land;</p> <p>(6) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to 30 days;</p> <p>(7) Proceed with the subdivision of the land described as Lot 7022 DP1126834 and all other processes required for the</p>							
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		<p>retrospectively, a 75% discount on Section 64 Water & Sewer Contributions in relation to all new developments on an existing parcel of land in the RU5 Village Zone within the Tenterfield Shire with 50% of the Section 64 Water & Sewer Contributions paid up front. A refund of the remaining discounted amount will be paid if the Occupation Certificate has been issued within the two (2) year period with an extension of the two (2) year period of reduced Section 64 Water and Sewer Contributions for a further year, for houses that are either colonial or federation style.</p> <p>To be clear, 50% of the full Section 64 Water & Sewer Contributions will be required up front on such developments but if within two (2) years an Occupation Certificate has not been issued, the full amount of these Contributions will become due and payable based on the Section 64 Water and Sewer Contribution amounts adopted in the Operational Plan at the expiry of the two (2) year period.</p> <p>For example, the total Water and Sewer Contributions in Tenterfield on one (1) additional dwelling is \$23,009.00. The developer would be required to pay up front an amount of \$11,504.50 being 50% of the total Developer Contribution for water and sewer. If within two (2) years an Occupation</p>						
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22/07/20	144/20 GOV44/20	(2) Receive and note the abridged and summarized update to the Long Term Financial Plan (noting that a further full update will be provided to a subsequent meeting); (3) Reduce the Water Standpipe Fee from \$25 per kilolitre to \$6.50 per kiloliter.	MF&T	24/7	Noted	C	
22/07/20	145/20 GOV45/20	Capital Expenditure Report as at 30 June 2020 Resolved that Council receive and note the Capital Expenditure Report for the period ended 30 June 2020. Report on Loan Balances Resolved that Council notes the loan balance as at 30 June 2020 was \$10,309,615.28 (\$9,586,841.37 as at 31 March 2020).	MF&T	24/7	Noted	C	
22/07/20	146/20 GOV46/20	Local Govt NSW Water Management Conference 2020 – 6 to 8 October 2020 Resolved that Council approve the attendance of the Mayor and Chief Executive to represent Council at the Local Government NSW Water Management Conference at Narrabri, 6 to 8 October 2020.	EA&M	11/8	Bookings made and arrangements confirmed.	C	
22/07/20	147/20 RC16/20	Reports of Committees & Delegates – Murray Darling Association Inc Resolved that Council receive and note the report for the Murray Darling Association Inc, and note the election of Cr Greg Sauer to the Region 11 Executive for the coming 12 month period.	EA&M	24/7	Noted	C	
22/07/20	148/20 RC17/20	Reports of Committees & Delegates – Audit & Risk Committee – 17 June 2020 Resolved that the report of the Audit & Risk Committee of	MCS,G&R		Noted	C	

