



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER NO 2
ORDINARY COUNCIL MEETING
WEDNESDAY, 23 SEPTEMBER 2020

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council** will be held in the Council Chambers, on **Wednesday 23 September 2020** commencing at **9.30am**.

Terry Dodds
Chief Executive

ORDER OF BUSINESS

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6. Confirmation of Previous Minutes
7. Tabling of Documents
8. Urgent, Late & Supplementary Items of Business
9. Community Consultation (Public Access)
10. Mayoral Minute
11. Recommendations for Items to be Considered in Confidential Section
12. Open Council Reports
 - Our Community
 - Our Economy
 - Our Environment
 - Our Governance
13. Reports of Delegates & Committees
14. Notices of Motion
15. Resolution Register
16. Confidential Business
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- (ITEM COM25/20) MCLEODS CREEK ROAD, SANDY HILL
- (ITEM ENV20/20) APPLICATION OF NEW DEVELOPMENT ECONOMIC DEVELOPMENT STIMULUS PACAKGE
- (ITEM ECO14/20) INDUSTRIAL ESTATE - REDUCTION IN SALE PRICE

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(ITEM COM24/20) LEASE OF COUNCIL CONTROLLED LAND - ROAD RESERVE

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

(ITEM COM25/20) MCLEODS CREEK ROAD, SANDY HILL

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

(ITEM ENV20/20) APPLICATION OF NEW DEVELOPMENT ECONOMIC DEVELOPMENT STIMULUS PACAKGE

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.

(ITEM ECO14/20) INDUSTRIAL ESTATE - REDUCTION IN SALE PRICE

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

17. MEETING CLOSED

CLOSED COUNCIL

Confidential Reports

(Section 10A(2) of The Local Government Act 1993)

Where it is proposed to close part of the Meeting, the Chairperson will allow members of the public to make representations to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public.

The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

The grounds on which part of the Council meeting may be closed to public are listed in Section 10A(2) of the Local Government Act 1993 and are as follows:

- (a) personnel matters concerning particular individuals others than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act provides that Council, or a Committee of the Council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10B(3) of the Act provides that if a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3) of the Act,) the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is matter referred to in section 10A(2) of the Act).

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matters referred to in section 10A(2):

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) The discussion of the matter may:
 - (i) cause embarrassment to the Council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the Council or committee.

Resolutions passed in Closed Council

It is a requirement of Clause 253 of the Local Government (General) Regulation 2005 that any resolution passed in Closed Council, or Committee be made public as soon as practicable after the meeting has ended. At the end of Closed Council or Committee meeting, the Chairperson will provide a summary of those resolutions passed in Closed Council or Committee.

(ITEM MIN12/20) CONFIRMATION OF PREVIOUS MINUTES

REPORT BY: Noelene Hyde, Executive Assistant & Media

RECOMMENDATION

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

- **Ordinary Council Meeting – 26 August 2020**

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

ATTACHMENTS

- 1** Minutes - Ordinary Council Meeting - 26 August 2020 7 Pages

MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 26 AUGUST 2020

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion, rear of Memorial Hall, Molesworth Street Tenterfield, and via Zoom, on **Wednesday, 26 August 2020** commencing at 9.30 am.

ATTENDANCE

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

ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)
Admin & Web Assistant (Christie Fitzpatrick)
Executive Assistant & Media (Noelene Hyde)
Chief Corporate Officer (Kylie Smith)
Director Infrastructure (Fiona Keneally)
Manager Customer Service, Governance & Records
(Erika Bursford) - via Zoom

Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.

WEBCASTING OF MEETING

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

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

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

OPENING AND WELCOME

CIVIC PRAYER

We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.

May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord.

ACKNOWLEDGEMENT OF COUNTRY

I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present and emerging of the Jukembal, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.

APOLOGIES

Nil.

DISCLOSURE & DECLARATIONS OF INTEREST

Nil.

(ITEM MIN11/20) CONFIRMATION OF PREVIOUS MINUTE

150/20 **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 22 July 2020

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

(Michael Petrie/Brian Murray)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

Nil.

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 MM3/20) REQUEST FOR LOCAL GOVERNMENT REPRESENTATION
- NEW NATIONAL CABINET**

SUMMARY

President Linda Scott, Local Government NSW is seeking the support of NSW Council's to advocate for the Australian Local Government Association (ALGA) to have representation on the newly created National Cabinet.

The drought, bushfires, floods and COVID-19 pandemic of recent months have all proved conclusively that local government – the closest level of government to the community – is critical in delivering local services and infrastructure at a grassroots level.

The ALGA Board is advocating strongly for the inclusion of a local government representative on the National Cabinet: a representative whose first and foremost consideration is the impact of decisions on councils and the communities they represent.

LGNSW is calling on the NSW Premier to ensure local government is represented on National Cabinet and that all 3 tiers of government can best work together to drive locally led recovery right across Australia.

151/20 Resolved

I, Mayor Peter Petty hereby move the following Mayoral Minute at the Ordinary Meeting held on Wednesday, 26 August 2020.

That Council:

- (1) Resolve to write to both our State and Federal MP's, and the NSW Premier, highlighting the importance of a dedicated local government representative on National Cabinet; and
- (2) Request the Mayor and Deputy Mayor to meet with our State and Federal MP's to discuss the importance of local government involvement in National Cabinet, and to highlight any local instances where national policy and programs failed to deliver because account of local circumstances was not taken into account, or the involvement of a partnership with local government.
- (3) Undertake media coverage in support of the Council resolution; and
- (4) Share the outcomes of advocacy with ALGA and LGNSW.

(Peter Petty/Greg Sauer)

Mayoral Minute – no vote taken

RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

152/20 **Resolved** that Item ENV18/20 Overgrown/Unsightly Premises Within the Tenterfield Region be considered in the Confidential Section.

(Greg Sauer/John Macnish)

Motion Carried

OPEN COUNCIL REPORTS

OUR COMMUNITY

(ITEM COM18/20) COMMUNITY CONTRIBUTIONS/DONATIONS - 2020/2021 FINANCIAL YEAR

SUMMARY

The purpose of this report is to advise Council of the applications received requesting financial support through Council's Community Donations/Contributions Policy and for Council to adopt the donations for the 2020/2021 financial year.

153/20 **Resolved** that Council:

- (1) Reallocate the amount of \$150 from Mingoola Public School to Westpac Helicopter Rescue Service for the 2020/2021 financial year due to the current closure of Mingoola Public School; and
- (2) Adopt the individual allocation of community contributions / donations as outlined to a total of \$45,000.

No.	Organisation	Project	Amount \$
1	Drake Primary School	Presentation Night	150.00
2	Jennings Public School	Presentation Night	150.00
3	Mingoola Public School	Presentation Night	150.00
4	St Joseph's Convent Schools	Presentation Night	150.00
5	Sir Henry Parkes Memorial Primary School	Presentation Night	150.00
6	Tenterfield High School	Presentation Night	150.00
7	Urbenville Public School	Presentation Night	150.00
8	Woodenbong Public School	Presentation Night	150.00
9	TAFE	Presentation Night	150.00
10	Drake Primary School	Learn to Swim - contribution to transport	550.00
11	Urbenville Public School	Learn to Swim - contribution to transport	550.00
12	Westpac Helicopter Rescue Service	Helicopter Rescue Service - Annual Contribution	2,150.00
13	Tabulam SES	Upper Clarence Art Exhibition	500.00

14	Liston Hall Committee	Annual contribution to assist with operating costs	500.00
15	Bolivia Hall Committee	Annual contribution to assist with operating costs	500.00
16	Legume Hall Committee	Annual contribution to assist with operating costs	500.00
17	Drake Hall Committee	Annual contribution to assist with operating costs	500.00
18	Urbenville Hall Committee	Annual contribution to assist with operating costs	500.00
19	Steinbrook Hall Committee	Annual contribution to assist with operating costs	500.00
20	Sunnyside Hall Committee	Annual contribution to assist with operating costs	500.00
21	Mingoola Hall Committee	Annual contribution to assist with operating costs	500.00
22	Torrington Hall Committee	Annual contribution to assist with operating costs	500.00
23	Tenterfield Highlander Pipe Band	Annual contribution to assist with operating costs	600.00
		Sub-Total	\$10,050.00
No.	Organisation	Project	Approved Amount \$
24	Tenterfield Show Society	Contribution toward providing children's entertainment and activities at the 2021 Tenterfield Show.	\$ 1,500.00
25	Tenterfield District Cricket Association	Contribution toward the purchase of equipment for Tenterfield Junior Cricketers.	\$ 618.00
26	Oracles of the Bush Inc	Contribution toward providing prize money for the annual amateur performance and written poetry competitions	\$ 2,500.00
27	Liston Hall Committee	Contribution toward purchase of a barbeque and range hood.	\$ 1,000.00
28	SSAA(NSW) Urbenville-Woodenbong Branch Inc.	Contribution toward gravel for the road into the Gun Club.	\$ 3,000.00
29	Seniors Week Committee	Contribution to the cost of funding Seniors Week activities	\$ 2,500.00
30	Tenterfield Show Society	Contribution toward the preservation of historical records	\$ 1,000.00
31	Bolivia Progress Association Inc.	Contribution toward purchase of a Zero Turn Precision Ride-on Lawn Mower	\$ 1,000.00
32	Border Country Trail Riders	Contribution toward two one-day training days with Damien Hall Horsemanship	\$ 500.00
33	Tenterfield Men's Shed	Contribution towards registration of two water trailers, and an air conditioning unit for kitchen meeting room	\$ 2,500.00
34	Liston & Area Progress Association	Contribution toward installation of pre-purchased bollards on top park in Liston	\$ 780.00
35	Tenterfield Social Development Committee Inc.	Contribution towards updating outdoor play area	\$ 0

36	Shotgun, Rifle and Pistol Club of Tenterfield	Contribution toward the purchase of a defibrillator to install and mount in the Club shed	\$ 1,500.00
37	Tenterfield Players Inc.	Contribution toward installation of a drainage system to stop water ingress into the storage shed	\$ 1,000.00
38	Rotary Club of Tenterfield	Contribution towards the costs of running the annual Christmas Carnival	\$ 800.00
39	Tenterfield Showground Land Managers	Contribution toward replacement trees and tree guards	\$ 1,000.00
40	Mingoola Hall Management Committee Inc.	Contribution towards the purchase of a picnic table and bench seats	\$ 1,000.00
41	Steinbrook Progress Association	Contribution toward upgrade to the hot water system and associated building works	\$ 3,000.00
42	Tenterfield Petanque Club	Contribution towards top dressing of the Petanque Court with crusher dust	\$ 750.00
43	Federation Toastmasters	Contribution towards audio visual equipment to facilitate Toastmasters meetings	\$ 500.00
44	Legume Progress Association	Contribution towards replacement of existing fluorescent lights in the Legume Hall	\$ 0
45	Urbenville Progress Association Inc.	Contribution towards running costs of the Seniors Daycare Bus	\$ 2,500.00
46	Tenterfield Community College Inc	Contribution towards the purchase of 2 rolls of wadding to make quilts	\$ 500.00
47	Tenterfield & District Community FM Radio Association Inc.	Contribution towards replacement of a Central Mixing Console	\$ 0
48	Tenterfield High School	Contribution towards the Year 12 formal celebrations	\$ 500.00
49	Beat of the Bush Incorporated	Contribution to the next Beat of the Bush Winter School Music Program by waiving the fees for hire of the School of Arts Cinema Complex and the Memorial Hall for the Final concert. Contribution by Council by providing disposal of 1 skip bin of rubbish from the School at the completion of workshops next year.	\$ 0
50	The Sir Henry Parkes Memorial Public School	Contribution towards painting 8 Aboriginal Totem Poles in the School's Native Garden Bush Tucker Trail	\$ 0
51	Drake School of Arts & Progress Association	Contribution towards extending drainage from existing retaining wall	\$ 0
52	Torrington Memorial Hall Fund	Contribution towards fencing around the hall and a new gate	\$ 0
53	Tenterfield Pony Club	Contribution towards upgrading storage area	\$ 1,000.00
54	Liston Progress Association	Contribution towards a shelter at Willsons Downfall to hold historical notes/photographs of the area	\$ 0

55	Tenterfield Physical Culture Club	Contribution towards installation of wood style vinyl over the existing floorboards at the Scouts Hall	\$ 2,000.00
56	Liston Hall Committee	Contribution towards billboards and signage to advertise the Cobb & Co coach display in the Liston Village	\$ 0
57	Liston Hall Committee	Contribution towards installation of security lighting on the Coach Shed in Liston Park	\$ 0
58	Drake School of Arts & Progress Association	Contribution towards replacement of wooden steps, dirt to fill back of retaining wall, reimbursement of excess hall electricity bills, replacement of childproof door to kitchen and installation of baby change table in disabled toilet	\$ 2,000.00
		Sub Total	\$34,948.00
		TOTAL	\$44,998.00

(Greg Sauer/Gary Verri)

Motion Carried

Manager Asset & Program Planning, David Counsell entered the meeting, the time being 9.41 am.

(ITEM COM19/20) TENTERFIELD BIKE PLAN REVIEW

SUMMARY

The purpose of this report is to present Council with a review of the Tenterfield Bike Plan.

154/20 Resolved that Council:

- (1) Receive and note the revised Tenterfield Bike Plan 2020 and place the document on public display for 28 days to allow for public submissions; and
- (2) Adopt the Tenterfield Bike Plan 2020 should no submissions be received in that period; and
- (3) Reconsider the Tenterfield Bike Plan 2020, together with the submissions, at the next Council meeting following closure of the submission period.

(Brian Murray/Michael Petrie)

Motion Carried

(ITEM COM20/20) TENTERFIELD PEDESTRIAN ACCESS AND MOBILITY PLAN REVIEW

SUMMARY

The purpose of this report is to present a review of the Tenterfield Pedestrian Access and Mobility Plan (PAMP).

155/20 Resolved that Council:

- (1) Receive and note the revised Tenterfield Pedestrian Access & Mobility Plan and place the document on public display for 28 days to allow for public submissions; and
- (2) Adopt the Tenterfield Pedestrian Access & Mobility Plan should no submissions be received in that period; and
- (3) Reconsider the Tenterfield Pedestrian Access & Mobility Plan, together with the submissions, at the next Council meeting following closure of the submission period.

(Gary Verri/Brian Murray)

Motion Carried

OUR ECONOMY

(ITEM ECO12/20) REVIEW ROAD NETWORK MANAGEMENT PLAN (RETITLED ROAD ASSET MANAGEMENT PLAN)

SUMMARY

This report presents a revision of Council's Road Network Management Plan, retitled Road Asset Management Plan.

RECOMMENDATION:

That Council:

- (1) Receive and note the revised Road Network Management Plan and place the document on public display for 28 days to allow for public submissions; and
- (2) Adopt the retitled Road Asset Management Plan should no submissions be received in that period; and
- (3) Reconsider the retitled Road Asset Management Plan, together with the submissions, at the next Council meeting following closure of the submission period.

(Bronwyn Petrie/John Macnish)

AMENDMENT

Item (1) be amended as follows:

- (1) Receive and note the revised Road Network Management Plan and place the document on public display for 42 days to allow for public submissions; and

(Bronwyn Petrie/John Macnish)

Amendment Carried

156/20 Resolved that Council:

- (1) Receive and note the revised Road Network Management Plan and place the document on public display for 42 days to allow for public submissions; and
- (2) Adopt the retitled Road Asset Management Plan should no submissions be received in that period; and
- (3) Reconsider the retitled Road Asset Management Plan, together with the submissions, at the next Council meeting following closure of the submission period.

(Bronwyn Petrie/John Macnish)

Motion Carried

Manager Asset & Program Planning, David Counsell left the meeting, the time being 10.16 am.

Manager Customer Service, Governance & Records, Erika Bursford (via Zoom) introduced the following matter, the time being 10.16 am.

(ITEM ECO13/20) SUBMISSION OF PETITION - REQUEST FOR UPGRADE TO SEGMENT OF SUGARBAG ROAD, DRAKE

SUMMARY

The purpose of this report is to advise Council of a petition signed by 85 residents requesting that Tenterfield Shire Council upgrade the section of Sugarbag Road that links Paddy's Flat Road (Tabulam) with Cheviot Hills Road (Drake) to all weather/2WD standard.

157/20 Resolved that Council:

- (1) Notes the tabling of a petition requesting that Council upgrade the section of Sugarbag Road that links Paddy's Flat Road (Tabulam) with Cheviot Hills Road (Drake) to all weather/2WD standard, and
- (2) Consider the petition's request, as part of Council's deliberation and decision process, when considering the revised Tenterfield Shire Council Road Network Management Plan (retitled Road Asset Management Plan).

(John Macnish/Michael Petrie)

Motion Carried

OUR ENVIRONMENT

(ITEM ENV15/20) TENTERFIELD LOCAL STRATEGIC PLANNING STATEMENT 2040

SUMMARY

The purpose of this report is to present to Council the Tenterfield Local Strategic Planning Statement (LSPS) for adoption in accordance with the *Environmental Planning & Assessment Act, 1979*.

RECOMMENDATION:

That Council:

- (1) Adopt the Local Strategic Planning Statement as attached; and
- (2) Upload the Local Strategic Planning Statement to the NSW Planning Portal.

(Greg Sauer/Brian Murray)

SUSPENSION OF STANDING ORDERS

158/20 **Resolved** that Standing Orders be suspended.

(Brian Murray/Gary Verri)

Motion Carried

Standing Orders were suspended and the Meeting adjourned for morning tea, the time being 10.44 am.

RESUMPTION OF STANDING ORDERS

159/20 **Resolved** that Standing Orders be resumed.

(Greg Sauer/Tom Peters)

Motion Carried

The meeting resumed with the same members present, the time being 11.16 am.

RESUMED - (ITEM ENV15/20) TENTERFIELD LOCAL STRATEGIC PLANNING STATEMENT 2040

AMENDMENT

That the following amendments be made to the Tenterfield Local Strategic Planning Statement document:

- Page 6 - change the word 'includes' in paragraph 5 to read 'included'
- Page 7 - to include 'Wolfram Mining' under paragraph 2
- Page 7 - remove the word 'heavily' in paragraph 4
- Page 13 - paragraph 1 to include 'Jennings, Maryland, Willsons Downfall'
- Page 17 - paragraph 4 to delete 'name of the famous singer Peter Allen, as well as being' to promote the Birthplace of the Nation as the most important factor
- Page 18 - to include the words 'small scale hydro power' under paragraph 5
- Page 25 - action to read 'encourage cross border tourism collaboration plans and land use planning to enable consistency in land use planning controls and joint tourist route planning including public lands'
- Page 13 - paragraph 3 to include the words 'the right to farm will remain a priority' at the end of the paragraph

(Gary Verri/Michael Petrie)

Amendment Carried

160/20 Resolved that Council:

- (1) Adopt the Local Strategic Planning Statement with the following amendments:
 - Page 6 - change the word 'includes' in paragraph 5 to read 'included'
 - Page 7 - to include 'Wolfram Mining' under paragraph 2
 - Page 7 - remove the word 'heavily' in paragraph 4
 - Page 13 - paragraph 1 to include 'Jennings, Maryland, Willsons Downfall'
 - Page 17 - paragraph 4 to delete 'name of the famous singer Peter Allen, as well as being' to promote the Birthplace of the Nation as the most important factor
 - Page 18 - to include the words 'small scale hydro power' under paragraph 5
 - Page 25 - action to read 'encourage cross border tourism collaboration plans and land use planning to enable consistency in land use planning controls and joint tourist route planning including public lands'
 - Page 13 - paragraph 3 to include the words 'the right to farm will remain a priority' at the end of the paragraph; and

- (2) Upload the amended Local Strategic Planning Statement to the NSW Planning Portal.

(Greg Sauer/Brian Murray)

Motion Carried

(ITEM ENV16/20) THE NSW PUBLIC SPACES LEGACY PROGRAM

SUMMARY

The purpose of this report is to advise Council of the NSW Public Spaces Legacy Program and the opportunity for Council to make application for performance based funding up to the value of \$2million for public spaces. The program is available to 68 councils across NSW that either are currently using, or are mandated to use, the ePlanning System and can demonstrate a significant acceleration of their planning decisions between 1 September 2020 and 30 June 2021. The funding is not guaranteed and is subject to an initial application to be lodged by 28 August 2020. A full copy of the Program Guidelines can be found at Attachment 6 (Booklet 3).

RECOMMENDATION:

That Council:

- (1) Supports an application for funding under the NSW Public Spaces Legacy Program in accordance with the NSW Public Spaces Legacy Program Guidelines, August 2020; and
- (2) Identifies the following projects in the initial application:
 - (a) Tenterfield Skate Park Upgrade
 - (b) Jennings Playground
 - (c) Bruxner Park access and amenities

- (d) Exercise equipment – along Tenterfield Creek Bicycle Path
 - (e) Lighting along Tenterfield Bicycle Path
- (Gary Verri/Greg Sauer)

AMENDMENT

Add additional item (f) Tenterfield Pump Track to be located adjacent to Tenterfield Dam.

(Bronwyn Petrie/Bob Rogan)

Amendment Carried

161/20 Resolved that Council:

- (1) Supports an application for funding under the NSW Public Spaces Legacy Program in accordance with the NSW Public Spaces Legacy Program Guidelines, August 2020; and
- (2) Identifies the following projects in the initial application:
 - (a) Tenterfield Skate Park Upgrade
 - (b) Jennings Playground
 - (c) Bruxner Park access and amenities
 - (d) Exercise equipment – along Tenterfield Creek Bicycle Path
 - (e) Lighting along Tenterfield Bicycle Path
 - (f) Tenterfield Pump Track - located adjacent to Tenterfield Dam

(Gary Verri/Greg Sauer)

Motion Carried

Technical Projects Engineer, Melissa Blum entered the meeting, the time being 11.30 am.

(ITEM ENV17/20) UPDATED DROUGHT MANAGEMENT PLAN

SUMMARY

The purpose of this report is for Council to consider and endorse the updated Drought Management Plan for public exhibition.

Noted: Contact details will not be contained in exhibited document.

162/20 Resolved that Council:

- (1) Endorse the updated Drought Management Plan for exhibition for community comment for 28 days; and
- (2) Receive a further report detailing any community feedback at the conclusion of the exhibition period; and
- (3) Adopt the updated Drought Management Plan as exhibited should no submissions be received.

(Michael Petrie/Gary Verri)

Motion Carried

Technical Projects Engineer, Melissa Blum left the meeting, the time being 11.32 am.

OUR GOVERNANCE

(ITEM GOV47/20) MONTHLY OPERATIONAL REPORT - JULY 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. This is the final report for the 2019/2020 period.

- 163/20** **Resolved** that Council receives and notes the status of the Monthly Operational Report for July 2020.

(Brian Murray/Greg Sauer)

Motion Carried

(ITEM GOV48/20) DISCLOSURE OF INTEREST RETURNS 2019/2020

SUMMARY

The purpose of this report is to document the tabling of the Disclosure of Interest Returns for the period 2019/2020.

- 164/20** **Resolved** that Council note the tabling of the Disclosure of Interest Returns for the period 2019/2020.

(Michael Petrie/Gary Verri)

Motion Carried

(ITEM GOV49/20) MOTIONS FOR SUBMISSION TO LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - NOVEMBER 2020

SUMMARY

The purpose of this report is to provide background and motions for submission which will in all likelihood, be considered by the Local Government NSW Board as the Annual Conference scheduled to be held in Lovedale NSW, Sunday 22 to Tuesday, 24 November 2020 has been cancelled due to COVID-19 restrictions.

- 165/20** **Resolved** that Council endorse the following motions for submission to the Local Government NSW Board following cancellation of the Annual Conference in November 2020.

- (a) That the LGNSW support cultural burning on Crown Lands, National Parks and State Forest held lands in every State of Australia, and the training and employment of indigenous people to carry out this important task.
- (b) That LGNSW advocate for the State and Federal Governments to increase funding for pasture research to assist in drought proofing Australia.
- (c) That LGNSW support Regional Development Australia Committees (RDAs) in lobbying the NSW State Government and others to develop a funded business case for measures to increase migration from metropolitan and

overseas locations to regional communities, where latent infrastructure capacities, employment opportunities, quality of life and reduced costs of living remain undervalued in target markets.

- (d) That LGNSW investigate instruments to support the delivery Group Training Schemes to allow councils without scale to participate in developing not only their next workforce, but the wider local government workforce as an industry.
- (e) That LGNSW advocate to the NSW and Federal Governments for grant funding to assist Councils deal with the costs incurred in correcting historical errors in mapping of actual roads so that ratepayers do not have to meet these costs.

(Greg Sauer/Michael Petrie)

Motion Carried

(ITEM GOV50/20) MURRAY DARLING ASSOCIATION - 76TH NATIONAL CONFERENCE & ANNUAL GENERAL MEETING - VIRTUAL EVENT - 14 TO 16 SEPTEMBER 2020

SUMMARY

The purpose of this report is to approve Councillor attendance at the Murray Darling Association's 76th National Conference and Annual General Meeting to be held as a virtual event – 14 to 16 September 2020.

166/20 Resolved that Council:

- (1) Approve and endorse the attendance of Deputy Mayor Cr Greg Sauer to the Murray Darling Association 76th National Conference and Annual General Meeting to be held as a virtual event – 14 to 16 September 2020; and
- (2) Invite attendance from other interested Councillors with registration and other costs being allocated to the Councillor Training budget 2020/2021.

(Michael Petrie/Tom Peters)

Motion Carried

Cr Bronwyn Petrie registered interest in attending.

(ITEM GOV51/20) SPECIAL RECOVERY CONFERENCE, WAGGA WAGGA - 16 TO 18 NOVEMBER 2020

SUMMARY

The purpose of this report is for Council to approve the attendance of the Mayor at the Special Recovery Conference – *The Road Ahead for Local Government 2020* to be held at Wagga Wagga, NSW from Monday, 16 November to Wednesday, 18 November 2020.

167/20 Resolved that Council approve the attendance of the Mayor at the Special Recovery Conference – *The Road Ahead for Local Government 2020* to be held at Wagga Wagga, NSW from Monday, 16 November to Wednesday, 18 November 2020.

(Greg Sauer/Gary Verri)

Motion Carried

**(ITEM GOV52/20) COMMUNITY DONATIONS/CONTRIBUTIONS -
UPDATE OF POLICY 1.031**

SUMMARY

The purpose of this report is to update Council's Community Donations/Contributions Policy 1.031.

168/20 **Resolved** that Council adopt the draft Community Donations/Contributions Policy 1.031.

(Brian Murray/Tom Peters)

Motion Carried

PROCEDURAL MOTION

169/20 **Resolved** that Item GOV53/20 - Civic Office - Update Of Policies, Item GOV54/20 - Human Resources, Workforce Development & Safety - Update Of Policies, Item GOV55/20 - Library Services - Update Of Policies and Item GOV56/20 - Governance - Update Of Policies be adopted together.

(Greg Sauer/Gary Verri)

Motion Carried

(ITEM GOV53/20) CIVIC OFFICE - UPDATE OF POLICIES

SUMMARY

The purpose of this report is to update and make obsolete the listed policies aligned with Civic Office.

169/20 **Resolved** that Council:

- (1) Adopt the updated Affixing of Council's Seal to Documents Policy 1.017; and
- (2) Make obsolete the Oversight & Liaison with General Manager Policy 1.150; and
- (3) Make obsolete the National Framework for Women in Local Government Policy 1.140.

(Greg Sauer/Gary Verri)

Motion Carried

**(ITEM GOV54/20) HUMAN RESOURCES, WORKFORCE DEVELOPMENT &
SAFETY - UPDATE OF POLICIES**

SUMMARY

The purpose of this report is to update the listed policies aligned with Human Resources, Workforce Development & Safety.

169/20 **Resolved** that Council:

- (1) Adopt the updated Workplace Rehabilitation & Return to Work Policy 4.183; and

- (2) Adopt the updated Asbestos Policy 4.011; and
- (3) Adopt the updated Work, Health & Safety Policy 4.157; and
- (4) Adopt the updated Conference / Seminary / Training Expenses Policy 4.031.

(Greg Sauer/Gary Verri)

Motion Carried

(ITEM GOV55/20) LIBRARY SERVICES - UPDATE OF POLICIES

SUMMARY

The purpose of this report is for Council to review and adopt the policies aligned with Library Services.

- 169/20** **Resolved** that Council adopt the updated Art Collection Policy 1.192 (previously Special Exhibitions Collection Policy).

(Greg Sauer/Gary Verri)

Motion Carried

(ITEM GOV56/20) GOVERNANCE - UPDATE OF POLICIES

SUMMARY

The purpose of this report is to update the listed policies aligned with Governance.

- 169/20** **Resolved** that Council:

- (1) Adopt the updated Disclosures by Councillors & Designated Persons Policy 1.040; and
- (2) Adopt the updated Internal Reporting Public Interest Disclosures Policy 4.161.

(Greg Sauer/Gary Verri)

Motion Carried

(ITEM GOV57/20) CHRISTMAS/NEW YEAR CLOSEDOWN - 2020/2021

SUMMARY

The purpose of this report is to advise Council of proposed Christmas/New Year close down arrangements for Council staff.

- 170/20** **Resolved** that Council endorse the closedown periods for the Christmas/New Year 2020/2021 period as follows:

- Indoor staff – close of business Friday, 18 December 2020, reopening Monday, 4 January 2021;
- Outdoor staff – close of business Thursday, 17 December 2020, reopening Monday, 4 January 2021.

(Michael Petrie/Brian Murray)

Motion Carried

Manager Finance & Technology, Mr Paul Della, entered the meeting, the time being 11.58 am.

PROCEDURAL MOTION

- 171/20** **Resolved** that Item GOV58/20 – Finance & Accounts, Period Ended 31 July 2020 and Item GOV59/20 – Capital Expenditure Report as at 31 July 2020 be adopted together.

(Gary Verri/Greg Sauer)

Motion Carried

(ITEM GOV58/20) FINANCE & ACCOUNTS - PERIOD ENDED 31 JULY 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.

- 171/20** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 July 2020.

(Gary Verri/Greg Sauer)

Motion Carried

(ITEM GOV59/20) CAPITAL EXPENDITURE REPORT AS AT 31 JULY 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.

- 171/20** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 July 2020.

(Gary Verri/Greg Sauer)

Motion Carried

Manager Finance & Technology, Mr Paul Della, left the meeting, the time being 12.01 pm.

REPORTS OF DELEGATES & COMMITTEES

(ITEM RC18/20) REPORTS OF COMMITTEES & DELEGATES - PARKS, GARDENS & OPEN SPACE ADVISORY COMMITTEE - THURSDAY, 18 JUNE 2020

SUMMARY

A meeting of the Parks , Gardens & Open Space Advisory Committee was held on Thursday, 18 June 2020.

- 172/20** **Resolved** that the report from the Parks, Gardens & Open Space Advisory Committee meeting of 18 June 2020 be received and noted.

(Greg Sauer/Michael Petrie)

Motion Carried

**(ITEM RC19/20) REPORTS OF COMMITTEES & DELEGATES -
TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING -
THURSDAY, 9 JULY 2020**

SUMMARY

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 9 July 2020.

- 173/20** **Resolved** that the report of the Tenterfield Shire Local Traffic Committee meeting of Thursday, 9 July 2020 be received and noted.

(Peter Petty/Greg Sauer)

Motion Carried

**(ITEM RC20/20) REPORTS OF COMMITTEES & DELEGATES - MURRAY
DARLING ASSOCIATION INC**

SUMMARY

Delegate's report for July 2020 provided by Murray Darling Association Inc.

- 174/20** **Resolved** that Council receive and note the Delegate's report for the Murray Darling Association Inc. for July 2020.

(Greg Sauer/Gary Verri)

Motion Carried

NOTICES OF MOTION

**(ITEM NM5/20) NOTICE OF MOTION - EXPRESSION OF INTEREST TO
PURCHASE AND REMOVE THE BAND HALL**

SUMMARY

The purpose of this Notice of Motion is to see if there is any interest in the community to purchase the Band Hall.

- 175/20** **Resolved** that Council seek expressions of interest to purchase and remove the Band Hall.

(Gary Verri/Greg Sauer)

Motion Carried

Councillor Michael Petrie, Councillor Bob Rogan, Councillor John Macnish and Councillor Brian Murray recorded a vote against the Motion.

(ITEM NM6/20) NOTICE OF MOTION - MARYLAND CULLENDORE ROAD THROUGH MARYLAND NATIONAL PARK

SUMMARY

The purpose of this motion is to keep the Maryland Cullendore Road open through the Maryland National Park.

- 176/20** **Resolved** that Council contact Crown Lands Department and National Parks & Wildlife Service informing them that Tenterfield Shire Council wishes to keep the Maryland Cullendore Road open.

(Gary Verri/Bronwyn Petrie)

Motion Carried

RESOLUTION REGISTER

(ITEM RES7/20) COUNCIL RESOLUTION REGISTER - AUGUST 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.

- 177/20** **Resolved** that Council notes the status of the Council Resolution Register to August 2020.

(Brian Murray/Greg Sauer)

Motion Carried

Manager Open Space, Regulatory & Utilities, Mark Cooper, entered the meeting, the time being 12.27 pm.

CONFIDENTIAL BUSINESS - SUSPENSION OF STANDING ORDERS

- 178/20** **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.

(Greg Sauer/Gary Verri)

Motion Carried

The recording device was turned off and the meeting moved into Closed Committee, the time being 12.28 pm.

(ITEM ENV18/20) OVERGROWN/UNSIGHTLY PREMISES WITHIN THE TENTERFIELD REGION

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) (e) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals; AND information that would, if disclosed, prejudice the maintenance of law.

SUMMARY

The purpose of this report is to outline investigations into overgrown/unsightly premises within the Tenterfield region. Currently Council's Rangers/Compliance Officer have investigated a number of properties, some of which are now compliant and some instances where the required work is ongoing.

179/20 **Resolved** that Council receive and note the report and extend oversight of similar problems to the CBD.

(Greg Sauer/Gary Verri)

Motion Carried

RESUMPTION OF STANDING ORDERS

180/20 **Resolved** that Standing Orders be resumed.

(Brian Murray/Greg Sauer)

Motion Carried

The meeting moved out of Closed Committee and the recording device was turned on, the time being 12.49 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 12.50 pm.

.....
Councillor Peter Petty
Mayor/Chairperson

Department:	Office of the Chief Executive
Submitted by:	Manager Economic Development & Community Engagement
Reference:	ITEM COM21/20
Subject:	UPDATE TO CURRENT GRANT FUNDING - THE NATIONAL BUSHFIRE RECOVERY, NSW BUSHFIRE COMMUNITY RESILIENCE & ECONOMIC RECOVERY, REGIONAL TOURISM BUSHFIRE RECOVERY, DROUGHT COMMUNITIES PROGRAMME EXTENSION AND LOCAL DROUGHT STIMULUS PACKAGE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Community - COMM 5 - The community learns and grows together and fosters an involved community and creative environment.
CSP Strategy:	Provide opportunities for residents to enjoy access to arts, festivals, sporting activities, recreation, community and cultural activities.
CSP Delivery Program	Enhance cultural diversity by encouraging cultural and artistic opportunities.

SUMMARY

The purpose of this report is to provide an update on all grant funding as per Council Resolution 20/40 in regards to the proposed projects for grant funding as recommended by Council in February 2020.

OFFICER'S RECOMMENDATION:

That Council endorse and adopt the Proposed Funding Action Plan as per the attachment to this report, pending any amendments.

BACKGROUND

Tenterfield Shire Council has been successful in receiving funding from the Federal and State Government. These funds were to provide immediate assistance for recovery to the community that have been impacted by the devastating bushfires and severe Drought. The purpose of the funding is to help quickly rebuild vital infrastructure and strengthen community resilience.

On 26 February 2020 at the Ordinary Council Meeting it was decided that a series of projects be allocated between four (4) separate grants. Three (3) of the grants were secured funding with one (1) not guaranteed.

Total thirty five (35) projects were allocated funding from the National Bushfire Recovery Grant. These projects were shared amongst Tenterfield Shire Council, Progress Associations, community groups and targeted tourism stimulus opportunities. The Bushfire Community Resilience Funding was allocated to sixteen (16) projects, being shared through the shire for improvement on buildings, and community run events and workshops.

The Drought Communities Programme Extension was discussed by Council due to project change in March 2020. This was due to the Council approved projects not fitting the guidelines within the grant body.

Our Community No. 21 Cont...

Regional Tourism Bushfire Recovery Grant was problematic as the funding for this grant was not guaranteed. A report was presented June 2020 Council Ordinary Meeting to decide which project out of the initial 10 ventures would be selected as our most important project, to receive funding for – Art Installations along Tenterfield Creek was applied for and successfully received \$145,000.

Projects pertaining to the four (4) separate grants are required to be completed within twelve (12) months of Council receiving the funding.

REPORT:

Funding programs have been shared through eligible project activities throughout the Shire directly related to community groups to restore and preserve historical buildings throughout the Shire while providing places of interests to tourists throughout our region.

The benefits that will be delivered as a result of this funding received includes increased trade for local businesses, improve community connectivity, services and community resilience resulting from enhanced facilities. There will also be an indirect impact to attracting visitors to our region.

However, with the Tenterfield Shire being located along the Queensland/NSW border and being placed within a border bubble for purposes of travel limitations due to Covid-19 pandemic and restrictions being implemented some groups are experiencing delays or difficulties in obtaining components to complete their projects.

Eight (8) of the projects through The National Bushfire Recovery Funding are managed by Tenterfield Shire Council and the five (5) tourism projects are currently being executed. Most of the Council projects have been implemented with half of the activities within each project being completed.

Proposed Funding Action Plan attached to this report provides an updated list on the four (4) grants (*National Bushfire Recovery Grant, NSW Bushfire Community Resilience & Economic Recovery Fund, Regional Tourism Bushfire Recovery and Drought Communities Programme Extension*), a recommendation has been placed beside each project to make it easier on these groups.

For projects that are unable to meet the current deadlines, it is proposed that the funding be allocated as a contribution towards an event/activity that can be concluded within the allocated timeframes to meet the original purpose of the funding allocation. This would allow for some flexibility regarding any possible delays and restrictions regarding social gatherings, travel and purchasing of materials and provision of trades to complete projects.

The tourism stimulus projects (both Council controlled and community controlled) aspect of the funding is experiencing difficulties in completing campaigns with some even having to be cancelled due to the Covid-19 pandemic and resulting restrictions. In these uncertain times many activities and campaigns planned are dependent upon the ease of restrictions pertaining to Covid-19.

Our Community No. 21 Cont...

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Council has engaged with community groups, progress associations and members of the public where requests have been made to restore and improve community assets to impact positively on our Shires residents and visitors alike.

2. Policy and Regulation

- Tenterfield Shire Council's Strategic Plan
- Drought Communities Programme – Extension - Guidelines
- Regional Tourism Bushfire Recovery Guidelines

3. Financial (Annual Budget & LTFP)

The selection of projects will determine any impacts on Council assets and future budgets.

4. Asset Management (AMS)

Any potential new asset development on Council owned/managed land from these funds will have an impact on Council's Long Term Financial Plan and Asset Register.

5. Workforce (WMS)

There is a significant increase in administration of these grants and additional staffing may be required to facilitate these funds.

6. Legal and Risk Management

Must comply with Council's Legal and Risk Management Policy.

7. Performance Measures

Performance measures pertain to the grant delivery and outcomes matching the grant criteria. Acquittal also to demonstrate compliance with expenditure.

8. Project Management

Works will be scheduled and completed using a combination of Council staff and contractors/trades people. Community projects will be managed by individual groups and reporting to Council at the end of the project.

An agreement has been completed with owners of private land and community group prior to the allocation of funding and commencement of work.

Terry Dodds
Chief Executive

Prepared by staff member: Harry Bolton
Approved/Reviewed by Manager: Terry Dodds, Chief Executive
Department: Office of the Chief Executive
Attachments: **1** Proposed Funding Action Plan 12 Pages

PROPOSED FUNDING ACTION PLAN			
NATIONAL BUSHFIRE RECOVERY GRANT			Completion Date: November 2020
PROJECT	FUNDING AMOUNT	NOTES	RECOMMENDATION
Progress Associations @ \$10,000.00 each	\$100,000.00	Due to Covid-19 restrictions	Extension of time: 31 March 2021
Bushfire Credit @ \$100.00/Rates notice	\$500,000.00	Completed	
Tourism Stimulus – video and photo footage across the Shire (excluding Tenterfield as footage has been done)	\$20,000.00	<ul style="list-style-type: none"> - Unable to complete currently due to COVID restrictions & border issues - Funding allocated & briefs being developed to send to photographers/videographers. 	Extension of time: 31 March 2021
Tourism Stimulus – photographic footage of Tenterfield and across Tenterfield Shire	\$5,000.00	<ul style="list-style-type: none"> - Unable to complete currently due to COVID restrictions & border issues - Funding allocated & briefs being developed, project will progress within the extended timeframe. 	Extension of time: 31 March 2021
Tourism Stimulus – immediate wider spread advertising campaign plus follow up advertising using Shire footage as well as Tenterfield footage, and production of brochures	\$155,000.00	Tourism stimulus – video and photo footage Autumn colors in Tenterfield. <ul style="list-style-type: none"> - Autumn campaign cancelled due to COVID-19 Restrictions - Recovery Campaign - Spring Campaign underway 	Extension of time: 31 March 2021

		<ul style="list-style-type: none"> - -New England High Country – 2020 campaign supported. - Summer campaign planned – details yet to be finalised (activities will depend on borders reopening) - Brochure redevelopment – sourcing quotes 	
Beat of The Bush – 7 day Music Event July	\$15,000.00	Due to Covid-19 restrictions, Beat of the Bush event is unable to take place, organisation is reviewing its options.	<ul style="list-style-type: none"> - Extension of time: 31 March 2021; and - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Show & Shine 22 March	\$10,000.00	Due to Covid-19 the event was unable to take place Planning to have the event next year.	<ul style="list-style-type: none"> - Extension of time: 31 March 2021; and - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Oracles of the Bush 2-5 April	\$10,000.00	Due to Covid-19 the event was unable to take place Planning to have the event next year.	<ul style="list-style-type: none"> - Extension of time: 31 March 2021; and - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Liston Coach Opening	\$5,000.00	Due to Covid-19 the event was unable to take place	<ul style="list-style-type: none"> - Extension of time: 31 March 2021; and

		Planning to have the event next year.	- Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Ten FM Training Studio	\$27,190.00	Time of report unable to receive update	Extension of time: 31 March 2021
Tenterfield Pistol Club	\$5,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Tenterfield Archery Club	\$5,000.00	On track for expenditure of the funds. – Request extension of time.	Extension of time: 31 March 2021
Tenterfield Physical Culture	\$5,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Friends of the School of Arts – National Trust 75yr Anniversary (<i>1st building acquired</i>)	\$15,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Wild Wonders Photographic Competition (photos/videos must be taken in Tenterfield Shire) <i>March</i>	\$15,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Tenterfield Railway Station repaint	\$85,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Tenterfield Railway Station celebration of 100 year anniversary of Australia’s First Airmail Delivery Lismore/Casino/Tenterfield 26 June	\$15,000.00	Phase 1 – Completed Phase 2 Ongoing – Extension requested	Extension of time: 31 March 2021

Tenterfield Station works including replacement and repairs to homestead roof, gutters and verandah, installation of upgraded restrooms and bracing of historic water tank stand/dwelling. <i>(This will lead to significant tourism growth once the Station can be regularly opened for functions etc)</i>	\$184,477.00	Scope of works being designed – Extension needed	Extension of time: 31 March 2021
Tenterfield Post Office Clock chime repair and brochure production	\$20,000.00	Chime repaired. Brochures may need extension but being designed now	Extension of time: 31 March 2021
Tenterfield Post Office repaint	\$45,000.00	Painting may need an extension all details including original colors being confirmed.	Extension of time: 31 March 2021
Dead tree removal Tenterfield (mostly large pines presenting a danger from fire/falling)	\$85,000.00	Currently being completed	Extension of time: 31 March 2021
Dead tree removal and village approach improvements Liston \$10000, Legume \$8000, Lower Acacia \$2000, Drake \$10000, Urbenville \$8000, Old Koreelah \$2000	\$40,000.00	Currently being completed	Extension of time: 31 March 2021
Warriors partnership incidental expenses	\$10,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Tank traps Paddys Flat	\$20,000.00	Currently being completed	Extension of time: 31 March 2021

Tank traps Cement wall WW2 art installation Mt Lindesay Rd	\$20,000.00	Currently being completed	Extension of time: 31 March 2021
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NSW BUSHFIRE COMMUNITY RESILIENCE & ECONOMIC RECOVERY FUND (Money guaranteed but by application to meet criteria)			Completion Date: December 2020
PROJECT	FUNDING AMOUNT	NOTES	RECOMMENDATION
Torrington Hall evacuation Centre	\$50,000.00		Extension of time: 31 March 2021
Cultural Burning Workshops in partnership with Victor Steffensen and Moombahlene & Tamworth ALCs Firesticks	\$20,000.00	Completed	
Drought/Bushfire Concert	\$10,000.00	Request Time extension due to Covid-19 Restrictions	<ul style="list-style-type: none"> - Extension of time: 31 March 2021 Extension of time: 31 March 2021; and - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Business Chamber Economic Recovery Initiatives	\$45,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 31 March 2021
Community events/workshops/training Drake	\$10,000.00	<p>Changed the Scope to include :</p> <p><i>Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or</i></p>	<ul style="list-style-type: none"> - Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe

		<p><i>infrastructure that supports capacity building for the future.</i></p> <p>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</p>	
Community events/workshops/training Legume	\$10,000.00	<p>Changed the Scope to include :</p> <p>New Description of activities: <i>Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i></p>	<ul style="list-style-type: none"> - Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Jennings	\$10,000.00	<p>Changed the Scope to include :</p> <p><i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i></p>	<ul style="list-style-type: none"> - Change of scope. Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe

Community events/workshops/training Liston	\$10,000.00	Changed the Scope to include : <i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	<ul style="list-style-type: none"> - Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Mingoola	\$10,000.00	Changed the Scope to include : <i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	<ul style="list-style-type: none"> - Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Steinbrook	\$10,000.00	Changed the Scope to include : <i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	<ul style="list-style-type: none"> - Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Sunnyside	\$10,000.00	Changed the Scope to include :	<ul style="list-style-type: none"> - Extension of time: 31 March 2021.

		<i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	- Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Torrington	\$10,000.00	Changed the Scope to include : <i>New Description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	- Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Urbenville	\$10,000.00	Changed the Scope to include : <i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	- Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe
Community events/workshops/training Bolivia	\$10,000.00	Changed the Scope to include : <i>New description of activities: Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities</i>	- Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be

		<i>and/or infrastructure that supports capacity building for the future.</i>	concluded within the allocated timeframe
Community events/workshops/training Tenterfield	\$25,000.00	Change of scope to include: <i>Projects that support community resilience and wellbeing and/or community infrastructure projects for neighborhood strengthening activities and/or infrastructure that supports capacity building for the future.</i>	<ul style="list-style-type: none"> - Extension of time: 31 March 2021. - Funding be accepted as a contribution towards an event/activity that can be concluded within the allocated timeframe:

REGIONAL TOURISM BUSHFIRE RECOVERY (Total money for Shire not guaranteed, by application)			Completed by: 14 April 2022
PROJECT	FUNDING AMOUNT	NOTES	UPDATE
Stream 2			
Art Installations Tenterfield Creek	\$145,000.00	Only received Executed Deed 8 September 2020	N/A

DROUGHT COMMUNITIES PROGRAMME EXTENSION (Money guaranteed, by application to meet criteria)			Completed by: No Deed Received to date
PROJECT	FUNDING AMOUNT	NOTES	RECOMMENDATION
Restoration Work of Wilson's Downfall Cemetery	\$40,000	Request Time extension due to Covid-19 Restrictions	Extension of time: 30 June 2021
Economic and Social Resilience through Cultural Tourism recovery - Stage 1 Tenterfield Rouse and High Streets reinstatement of heritage verandah posts, parapet repair and heritage paint scheme	\$700,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 30 June 2021
Painting of the Post office through main street program (\$700k)	\$100,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 30 June 2021
Revitalisation of Drake Village Resource Centre	\$60,000	Request Time extension due to Covid-19 Restrictions	Extension of time: 30 June 2021
Shire Signs	\$100,000.00	Request Time extension due to Covid-19 Restrictions	Extension of time: 30 June 2021

Department:	Office of the Chief Corporate Officer
Submitted by:	Project Manager
Reference:	ITEM COM22/20
Subject:	MINGOOLA WASTE TRANSFER STATION SITE - COMPULSORY ACQUISITION

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Community - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated.
CSP Strategy:	Buildings are well designed, safe and accessible and the new is balanced with the old.
CSP Delivery Program	Ensure that Council buildings and facilities meet the needs of users.

SUMMARY

The purpose of this report is to seek Council approval to compulsory acquire Lot 7013 and the western portion of the subdivided Lot 7018 in DP 1075621 for the purpose of constructing the Mingoola Waste Transfer Station. In addition to this, Council also need to acknowledge the form road that traverses through Lot 7013 in DP 1075621, known as Springfield Road, for dedication as a Public Road.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Council proceed with the compulsory acquisition of the land described as Lot 7013 in DP 1075621 for the purpose of developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and**
- (2) Council proceed with the compulsory acquisition of the land described as the western portion of subdivided Lot 7018 in DP 1075621 for the purpose of subdivision, acquisition and developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and**
- (3) Council make an application to the Minister and the Governor for approval to acquire Lot 7013 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and**
- (4) Council make an application to the Minister and the Governor for approval to acquire the western portion of the subdivided Lot 7018 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and**
- (5) That the land is to be classified as operational land; and**
- (6) Council proceed with the subdivision of the land described as Lot 7018 in DP 1075621 for the purpose of compulsory acquisition of the newly-**

Our Community No. 22 Cont...

formed Lot in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and

(7) Council arrange the survey of the formed road, known as Springfield Road, that traverses through Lot 7013 in DP 1075621 and dedicate this as a Public Road; and

(8) Council make an application to the Minister and the Governor for approval to acquire the newly-formed Road Lot that traverses through Lot 7013 in DP 1075621 by compulsory process under section 177(1) or 177(2)(a) or 177(2)(b) of the Roads Act.

BACKGROUND

As part of their waste management strategy, Council initiated a series of landfill closures and committed to a suite of Waste Transfer Stations (WTS) developments. These WTS developments were conducted under best practice management and legislation (WARR) that is designed to reduce waste through recycling.

Mingoola has Councils only bulk bin residential collection service still in operation and is one of the last sites for conversion to a WTS in the list of associated capital works. It is located on Lot 7012 in DP 1075621 that is adjacent to the proposed site for the new WTS development.

Mingoola Progress Association have provided their willingness for the WTS development to commence in order to replace the current bulk bin service. The attachment 'Mingoola December 2018 Report Update 2020' provides additional information for reference.

REPORT:

Mingoola bulk bin residential collection service is Council's only waste site still in operation and in the list of capital works for closure and conversion to a WTS. Community consultation occurred in 2016 between Council and the community of Mingoola to establish the resident's expectations for the development. The Mingoola Progress Society provided their consultation on the proposal.

A site inspection conducted in November 2018 revealed that the original site (Lot 7012) proposed is flawed due to a drainage diversion that would cause new construction on the land to be unreasonably costly. However, the Eastern portion of Lot 7013, which is adjacent (North) to the original site and forms part of the area marked with red in Figure 1, is a more suitable location for this development.

Crown Land advised Council that Compulsory Acquisition of the site is the desirable option for this proposal as The Minister is unlikely to approve a licence for the operation of a WTS on land managed by Crown. Therefore, Compulsory Acquisition is the only method forward for Council to pursue for this proposal.

Our Community No. 22 Cont...

Figure 1. Site Map



The Eastern portion of Lot 7013 in DP 1075621 alone is insufficient in size for the proposal as a whole due to development limitations stemming from sloping geography along the road known as Springfield Road and Bruxner Highway. Therefore, part of Lot 7018 that lies adjacent (East of Lot 7013) is also required for the development of the proposal. This will require the subdivision of Lot 7018 whilst the whole of Lot 7013 will be acquired.

The red outline represents the amalgamation of the Eastern portion of Lot 7013 and the Western Portion of the subdivided Lot 7018 in DP 1075621 – both proposed to be compulsory acquired by Council. These two sites are owned by Crown Land, are unmanaged, and provide safe access off the highway via the road known as Springfield Road that traverses through Lot 7013. This road is identified as light blue in Figure 1.

The site map shown in Figure 1 was generated from the NSW Government 6 Maps website and shows inconsistencies with Lot boundaries against satellite imagery of the geography and should be used as a guide only. Figure 2 demonstrates the geography without boundary lines and shows how the proposed location and development will occur down to the lot boundary at Mole River Road.

Our Community No. 22 Cont...

Figure 2. Site Map – Geography Only



Once acquired, the development will consist of a gravel pad for access, steel collection site, demountable office, amenities and waste facilities. The site will be fully fenced and Waste management infrastructure will be limited to a range of on-site bins that will temporarily store waste from the surrounding area. The site will have limited access during operation hours yet to be determined.

Likely issues include the removal of a small amount of vegetation for site security fence posts, pad access, etc. Minimal to no influence on the vegetation is expected from the proposal. The surrounding bushland also places the site at risk of natural hazards such as bushfire. However, the site is skirted with roads that will act as natural firebreaks and enable easy access to emergency crews.

Springfield Road traverses through Lot 7013 DP 1075621. Crown Land and Local Land Registry advise that this portion of Springfield Road is not currently identified as a dedicated Public Road managed by Council. This road will require to be surveyed as part of the WTS project to enable adequate maintenance of the site's access road.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

As per the Community Engagement Strategy, this matter is locality-based / high-impact and therefore a number of communication methods should be used to inform the community of Mingoola, such as:

- Information about the new site on Council's website;
- A media release; and
- An article in the local news.

In addition to this, the Mingoola community was consulted in 2016 with ongoing representation provided to Council by the Mingoola Progress Society.

Our Community No. 22 Cont...

2. Policy and Regulation

- Conveyancing Act 1919
- Local Government Act 1993
- Native Title Act 1993 (Cth)
- Crown Land Management Act 2016
- *Land Acquisition (Just Terms Compensation) Act 1991*

3. Financial (Annual Budget & LTFP)

An administrative fee of \$672.00 will be incurred by Council to process the Compulsory Acquisition application by way of an invoice. An additional cost of \$42 will incur with an application for a temporary license from Crown that will enable Council to pursue site investigations and surveyancy services.

Surveying costs will incur to Council for surveyancy of Lot Boundaries due to a note on the Lots Title and to dedicate the northern portion of Springfield Road that traverses Lot 7013 DP 1075621. An exact cost will be determined upon this resolution through quotation.

Costs associated with compensation due to any interested parties could also occur. However, these costs cannot be identified until the Compulsory Acquisition process is complete and Land Value is determined by the Valuer General.

Ongoing costs to Council will be generated once the land is classified as operational and becomes rateable. However, this is unknown until the subdivision occurs and the lots are amalgamated for rates purposes. Once amalgamated, the NSW Valuer General will value the land and rates can be calculated.

Finally, Council will incur development costs once construction begins and then operational costs will occur once the site begins operation.

4. Asset Management (AMS)

Council will acquire Lot 7013 and subdivided Lot 7018 in DP 1075621 as a land asset under their ownership. Future development of the WTS will also add to Council's Asset Register.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Project risk is present if Council does not successfully acquire Lot 7013 and Lot 7018 in DP 1075621 from the Crown for the purposes of the WTS. A new site will then need to be investigated.

Compensation could be payable to Crown Land or other parties with interest to the site if the Compulsory Acquisition process is successful. However, this cannot be determined until the acquisition process is complete.

A minimal risk of additional financial burden to Council occurring through Native Title and Aboriginal Heritage compensation. Council have minimized this risk through Native Title and Aboriginal Land Claim searches with advice from the relevant NSW Government departments.

Our Community No. 22 Cont...

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member: James Pryor
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer
Department: Office of the Chief Corporate Officer
Attachments: **1** Mingoola Proposal Report 14 Pages

Tenterfield Shire
Council Waste Transfer
Station

Mingoola Proposal Report



October 2018

Update Jun 2020

Edit Notice:

This document was created in 2018 by Tenterfield Shire Council and edited in June 2020 due to changes in project scope. Site Maps and some project descriptions have been updated to reflect changes to the original project proposal. New information highlighted the limitations to the original proposed sites for development. This has impacted the Compulsory Acquisition process and additional licence applications to pursue this project. These updates are referenced as notes.

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Overview

1. Overview

As part of a waste management strategy, Tenterfield Shire Council initiated a series of landfill closures for conversion to Waste Transfer Stations (WTS). These conversions were conducted under best practice management and legislation (WARR) designed to reduce waste through recycling. Council currently manage two waste landfill facilities at Boonoo Boonoo and another unregulated site at Torrington. Council also manage five Waste Transfer Stations (WTS's) at Tenterfield, Drake, Liston, Legume and Urbenville.

Council's responsibility for landfill sites include: recycling activities such as steel removal, site maintenance with earthmoving equipment to tidy piles of waste, compact the landfill trench, removal of hazardous dumped substances (i.e. asbestos), constructing new landfill trenches and composting the green waste when required.

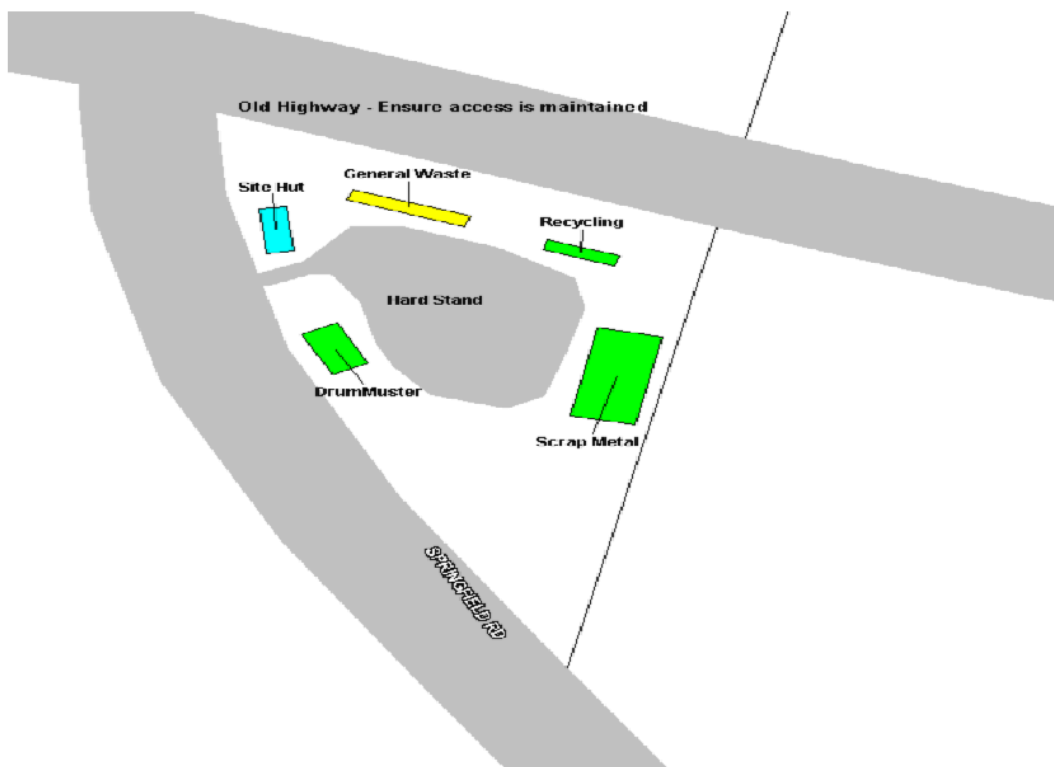
Mingoola is Council's only bulk bin residential collection service still in operation. It is also one of the last waste sites in a list of capital works for closure and conversion to a WTS. Mingoola Progress Association have indicated their willingness for the WTS to commence to replace the current bulk bin service.

Overview

1.1 Location

Mingoola is currently serviced by a single bulk bin service with keys issued to select residents at a cost. The current site is located on Lot 7012 DP 1075621 as shown in Figure 1. This site is 4,847m² area with a perimeter of 316m of Crown Reserve Land.

Figure 1. Lot 7012 Original Proposed Site Plan



Note. The original proposed site plan for the transfer station (Map 1)

Overview

1.2 Photographs

Figure 2 to Figure 5 were taken by the Waste Services Operator to provide an insight into the current facilities and area for expansion of the Mingoola Bulk Bin site.

Figure 2. Mingoola Bulk Bin



Figure 3. Access to Mingoola Bulk Bin Site



Overview

Figure 4. Area Surrounding Bulk Bin



Figure 5. Road Access to Bulk Bin



Overview

1.3 Site Proposal

A site inspection conducted in November 2018 revealed a flaw in the original proposal due to a drainage diversion present through Lot 7012. This makes construction unwise and costly. Lot 7013 DP 1075621, the Lot adjacent (North) to the original site, was deemed most appropriate. Figure 6 visualizes the proposed site for the development. Note the proposed site location marked on Figure 6 works down to Lot 7013 & Lot 7018 Boundaries to Mole River Rd. This map is generated from NSW Government 6 Maps and shows slight inconsistencies between Lot boundary marks and satellite imagery of the geography. The proposal is meant to meet the Lot boundary down to Mole River Rd as seen in Figure 7.

Figure 6. Location of New Mingoola Site – Lot 7013 & Part Lot 7018



DISCLAIMER

While all care is taken in the preparation of this plan, Tenterfield Shire Council accepts no responsibility for any misprints, errors, omissions or inaccuracies. The information contained in this plan is pictorial representation only. DO NOT SCALE. Accurate measurements should be undertaken by survey. This map does not depict the actual status, location, or condition of roads and should be used with due care. © Department of Lands 2014



Overview

Tenterfield Shire Council

Figure 7. Location of Mingoola Bulk Bin



Note. Sourced from Google Earth, 2018

Cost Factors

Tenterfield Shire Council

2. Cost Factors

The following cost factors were identified as the minimum requirement to adequately provide a WTS to Mingoola. This estimate includes provision of facilities that allow for a staffed WTS. The costs identified are provided as approximates form a variety of sources from:

- Desktop Review;
- Comparable Quotation obtained; and
- TSC Works Department.

Total cost for installation, security and amenities for this Mingoola Conversion to Waste Transfer Station was estimated at \$67,830 in 2018. Staffing the site would incur additional and annual costs of \$47,000 to TSC; as detailed in Table 1.

Table 1. Development Cost Estimate Mingoola Conversion to a Waste Transfer Station

Mingoola Conversion to Waste Transfer Station			
Requirements for Conversion	Size	Estimated Cost	Notes
Donga	1	\$10,000.00	cost from internet
Fencing		\$12,000.00	
Gates	2	\$1,500.00	
Bins	5	\$5,000.00	
Camera	1	\$300.00	
Table	1	\$150.00	
Chair	1	\$80.00	
Loo	1	\$150.00	
Tank	1	\$1,000.00	
Taps	2	\$300.00	
Basin	1	\$100.00	
Awning	1	\$3,000.00	
Pad	80x80	\$30,000.00	cost from works
Air conditioning	1	\$1,000.00	
Fridge/appliance	2	\$250.00	
Signs	3	\$2,000.00	
Power			
Generator	1	\$500.00	
Solar		\$6,000	Internet prices for panels, inverter and battery. Labour-excluded from costs
Labour annual	4x2x52	\$47,000.00	
TOTAL		\$67,330.00	Excluding labour
		\$114,330.00	Including labour

Actions

3. Actions

In order to provide the waste transfer station in the future to the community of Mingoola, the following actions are proposed:

- Ongoing community consultation as required by key stakeholders for requests of information regarding development progress.
- Investigate grant funding opportunities.
- Further site evaluation and Development Application is required.
- Site preparation as earthworks, vegetation removal and pad preparation to ensure safe machinery and vehicle movements.
- Installation of Donga, water tanks, toilet and awning.
- Install site security including fencing, gates, power and surveillance cameras.
- Extension of waste and recycling pick-up.
- Provision of waste transfer station operational hours.
- Staffing roster to incorporate new facility.
- Media release and site opening.

Conclusion and Recommendation

4. Conclusion and Recommendation

Conclusively, community expectation for the conversion of Mingoola bulk bin service to a waste transfer station is high and coupled with capital budgets which are in-line with cost estimates it is feasible to providing the waste transfer station to residents. Internal investigation to undertake the works required for construction would need to be addressed to ensure the site is compliant. Subsequently additional funding could be sourced to offset some of the capital budget however this is a lengthy process of investigation and application that potentially adds several months to delivery of the waste transfer station. It is recommended that:

- Conversion to the waste transfer station proceed as funding (budget allocations at \$70,000) are sufficient to provide the capital works.
- Establishment of further budgets for operations associated with waste/recycling collection, staffing and asset maintenance equating to approximately \$55,000/annum.

Appendix 1 Donga cost (EBay, 2018)

Tenterfield Shire Council

5. Appendix 1 Donga cost

Figure 8. Donga Cost Estimate

Note: Sourced from EBay, 2018

The screenshot shows an eBay listing for a 'Work Shed - site office 20' General Purpose Refurbished container storage shed'. The listing includes a main image of the shed, a price of AU \$8,690.00, and a 'Buy It Now' button. The seller is 'Saveres 4255 87' with a 100% positive feedback rating. The listing also features a '20% off* Outdoor Furniture at OzPlaza' promotion with a code 'PEARTREE'. The shipping information indicates 'Free local pickup' and '214 watchers'. The payment options include PayPal, Visa/MasterCard, and OzPlaza. The return policy is '14-day, buyer pays return postage'. The listing is from Australia and has 2 available units.

Department:	Office of the Chief Corporate Officer
Submitted by:	Project Manager
Reference:	ITEM COM23/20
Subject:	MINGOOLA RURAL FIRE SERVICE - RECLASSIFICATION OF PART LOT 7015 DP 1075623 ON RESERVE 32548

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Environment - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.
CSP Strategy:	Land use planning provisions support and promote sustainable land use and management in the Shire.
CSP Delivery Program	Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings.

SUMMARY

The purpose of this report is to provide Council with the information required to resolve re-classifying the site managed by Council for the purposes of developing a Rural Fire Service shed in Mingoola from Community to Operational Land. Concurrently, this report provides Council with the information needed to acknowledge the need to dedicate Mingoola School Road as a road reserve for future Rural Fire Service (RFS) operation.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Resolve to delegate authority to the Chief Executive to apply for the re-classification of the land managed by Council within the Travelling Stock Route (TSR32548) at Mingoola, known as Part Lot 7015 in DP 1075623, from Community to Operational Land, in order to fit the purpose of constructing a Rural Fire Service Station; and**
- (2) Acknowledge the road known as Mingoola School Road is not contained within a dedicated road reserve and should be considered by Council to rectify this - whether now or in the future.**

BACKGROUND

After a series of site investigations for a proposed RFS shed development for the Mingoola RFS brigade, a section of TSR (Reserve 23548) was selected and pursued by Council for appointment as Crown Land Manager.

Council, by Resolution 208/18 of 26 September 2018, resolved to become Crown Land Manager of Part Lot 7015 DP 1075623 in Reserve 23548. Pursuant to clause 3.3 of Part 3 to the *Crown Land Management Act 2016*, Tenterfield Shire Council were appointed as Crown Land Manager of Part Lot 7015 DP 1075623 within Reserve 23548, as shown in NSW Government Gazette No 165 of 6 December 2019 – attached to this report.

Pursuant to section 2.14 of the *Crown Land Management Act 2016*, Crown Land specified the site to be used for the additional purpose of rural services. The site remained classified as Community Land.

Council were also made aware that the road known as Mingoola School Road is not contained within a dedicated road reserve per advice received from NSW Government

Our Community No. 23 Cont...

DPIE Crown Land and Land Registry. There is no immediate need for this dedication to occur but it is required to be addressed.

REPORT:

The site managed by Council for the purpose of constructing and operating this NSW RFS shed for the Mingoola Brigade is located between the Mingoola Public School and the Mingoola Community Hall. This is visualized in Figure 1 by the orange mark on the site map.

Figure 1. Mingoola RFS Site Map



Council Report reference ENV20/18 resolved that Council “delegate authority to the Chief Executive to obtain the required land within the Travelling Stock Route (TSR32548) at Mingoola for the purpose of constructing a Rural Fire Service Station and become the Crown Land Manager of that land.” However, this did not deal with the classification of the land once obtained by Council. Section 31(2A) of the Local Government Act states “Any land acquired by a council that is not classified under subsection (2) is, at the end of the period of 3 months referred to in that subsection, taken to have been classified under a local environmental plan as Community Land.”

This classification is also referenced in the associated Gazette “Pursuant to clause 4(1) of Schedule 5 of the *Crown Land Management Act 2016*, Column 3 of the Schedule has stated the public purpose as community.”

In accordance with Section 3.22 (5) of the *Crown Land Management Act 2016*, the NSW Department of Industry—Lands & Water will only issue Ministerial consent to manage land as Operational where the Council Crown Land Manager can demonstrate that either the land:

Our Community No. 23 Cont...

- Does not fall within any of the categories for Community Land under the LG Act, or
- Could not continue to be used and dealt with as it currently can, if it were required to be used and dealt with as Community Land.

Part 2 of the Local Government Act 1993 states Operational Land is land classified to facilitate the carrying out by a council of its function or land which may not be open to the general public. In this case, emergency services through the RFS suits this category.

As the site will fail to fit in any of the categories of use for Community Land under the *Local Government Act 1993*, there is a strong case for this site to be re-classified as operational.

Section 377(1)(s) of the Local Government Act 2016 states that giving notice or making an application to a Minister is a non-delegable function and therefore a Council Resolution is required. Once received, Council will then make an application to the Minister to re-classify the land as Operational Land through the justification that no Community Land categories fit the purpose of the site.

The road, known as Mingoola School Road, traverses through this reserve and is highlighted as light blue in Figure 1. This road has been identified to be undedicated and will require a Plan of Subdivision be registered.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Community consultation since conception of the proposal includes:

Supt. Chris Wallbridge, Manager of NSW Rural Fire Service Northern Tablelands Team, provided Council with their letter of support for the then proposed site upon the Travelling Stock Route TSR32548 at Mingoola as the most suitable location. He further states the proposal has the support of the Mingoola Brigade, Hall Committee and the community.

Prior correspondence (attached) occurred between:

- Tenterfield Shire Council (through the Chief Executive);
- Federal Member for New England Hon. Barnaby Joyce;
- Lynn Takayama, Secretary, RFS Mingoola Brigade;

With the following additional stakeholders included in correspondence:

- Chief Superintendent John Parnaby, Director, Assets & Infrastructure, NSW RFS;
- Mr Brian McDonough, President RFSA;
- The Hon. David Littleproud, MP, Minister for Agriculture, Drought and Emergency Management;
- The Hon David Andrew Elliott, MP, Minister for Police and Emergency Services;
- The Hon Adam Marshall, MP, Member for Northern Tablelands;
- Ms Janelle Saffin, MP.

Our Community No. 23 Cont...

As per the Community Engagement Strategy, this matter is locality-based / high-impact and therefore a number of communication methods should be used to inform the community of Mingoola, such as:

- Information about the new Rural Fire Service Shed on Council's Website;
- A media release; and
- An article in Council's newsletter *Your Local News*.

2. Policy and Regulation

- Crown Lands Management Act 2016
- Local Government Act 1993
- Rural Fires Act 1997
- Emergency Services Levy Act 2017
- Native Title Act 1993

3. Financial (Annual Budget & LTFP)

- Crown Land have advised that the land reclassification application will not cost Council any moneys.
- Classification or reclassification of land does not affect any estate or interest that council has in the land.
- Once reclassified, the land will become rateable. Council's Revenue Officers advise the exact value of this is undeterminable until the process occurs. This amount is not expected to exceed other comparable sites Council already owns/ managers with the same classification.

4. Asset Management (AMS)

Council are already appointed Crown Land Manager of the land. Classification or reclassification of land does not affect any estate or interest a council has in the land. Future development of the Mingoola RFS site will alter the asset registry for Council. However, the NSW RFS will be responsible for the maintenance of the land and building thereon.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member: James Pryor
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer
Department: Office of the Chief Corporate Officer

Our Community No. 23 Cont...

Attachments:

- | | | |
|----------|--|---------|
| 1 | Rural Fire Service Letter dated 15 October 2018 | 1 Page |
| 2 | Gazette Notice | 3 Pages |
| 3 | Letter from Hon Barnaby Joyce including representations from Mingoola Rural Fire Brigade | 5 Pages |
| 4 | Representation on Behalf of Mingoola Rural Fire Brigade - Tenterfield Shire Council | 1 Page |



NSW RURAL FIRE SERVICE

The General Manager
Tenterfield Shire Council
247 Rouse Street
TENTERFIELD NSW 2370

CAS-05681-1T6B
OCR20187831

15 October 2018

Dear Jennifer Donadel,

RE: Proposed Mingoola Rural Fire Shed

The NSW Rural Fire Service confirms that the proposed site between the Mingoola Hall and the Bruxner Highway upon the Travelling Stock Route (TSR32548) at Mingoola is the most suitable location.

The site has always been the preferred location to build a fire station for the Mingoola Brigade, as:

- > Power available
- > Prior storage site for gravel, no significant excavation required
- > Central Access, within the locality of other community resources and assets
- > It has the support of the Mingoola Brigade, Hall Committee and the community.
- > Response from Brigade with not interfere with School or Hall operation or access.
- > The Mingoola Brigade is currently operating without a station facility, with the vehicle housed at the Captains property with no storage or facilities.

If you require any further information please do not hesitate to contact me.

Yours truly,

Supt. Chris Wallbridge
Manager
NSW Rural Fire Service
Northern Tablelands Team

Postal address
Northern Tablelands
NSW Rural Fire Service
PO BOX 624
GLEN INNES NSW 2370

Street address
NSW Rural Fire Service
100 Lambeth Street
GLEN INNES NSW 2370

www.rfs.nsw.gov.au
T (02) 6739 6900
F (02) 6739 6994
E northern.tablelands@rfs.nsw.gov.au

Government Notices

It is a condition of the appointment that the board member must comply with the Department of Industry *Crown reserve code of conduct: For non-council Crown land managers and commons trusts* (as may be amended or replaced from time to time).

The Hon Melinda Pavey, MP
 Minister for Water, Property & Housing

Schedule

Column 1	Column 2	Column 3
Lesley Apps (re-appointment)	Ebor Sports And Recreation Reserve Land Manager	Reserve No. 89706 Public Purpose: public recreation Notified: 9 January 1976
For a term commencing the date of this notice and expiring 30th November 2024.		File Reference: 12/03852

(n2019-3739)

REVOCATION OF CROWN LAND MANAGER

Pursuant to Part 3, Division 3.2, Section 3.10 of the *Crown Land Management Act 2016*, the Crown land manager specified in Column 1 of the Schedule hereunder, which was established in respect of the reserve specified opposite thereto in Column 2 of the Schedule, is revoked.

The Hon Melinda Pavey, MP
 Minister for Water, Property and Housing

Schedule

Column 1	Column 2
Local Land Services	Part Reserve No. 32548 Public Purpose: camping, travelling stock Notified: 20 April 1901
	Note: The part being an area of 25m x 30m as shown by black hatching on the diagram hereunder.
	File Reference: 16/01250



(n2019-3740)

Government Notices

APPOINTMENT OF CROWN LAND MANAGER

Pursuant to clause 3.3 of Part 3 to the *Crown Land Management Act 2016*, the persons specified in Column 1 of the Schedule hereunder are appointed, for the terms of office specified in that Column, as Crown land manager of the land referred to in Column 2 of the Schedule.

It is a condition of the appointment that the performance of duties as Crown land manager must be in compliance with the code of conduct adopted under section 440 of the *Local Government Act 1993*.

The Hon Melinda Pavey, MP
 Minister for Water, Property and Housing

Schedule

Column 1	Column 2
Tenterfield Shire Council ABN 85 010 810 083 For a term commencing the date this notice is published in the gazette. Note: Tenterfield Shire Council manage that part of Lot 7105 DP 1075623 as shown by black hatching on the diagram hereunder being an area 25m x 30m.	Part Reserve No. 32548 Public Purpose: camping, travelling stock Notified: 20 April 1901 File Reference: 16/01250



(n2019-3741)

CROWN LAND MANAGEMENT ACT 2016

AUTHORISATION OF USE FOR ADDITIONAL PURPOSE UNDER S 2.14

Pursuant to section 2.14 of the *Crown Land Management Act 2016*, the Crown land specified in Column 2 of the following Schedule is authorised to be used for the additional purpose(s) specified opposite in Column 1 of the Schedule.

The Hon Melinda Pavey, MP
 Minister for Water, Property & Housing

Government Notices

Schedule

Column 1

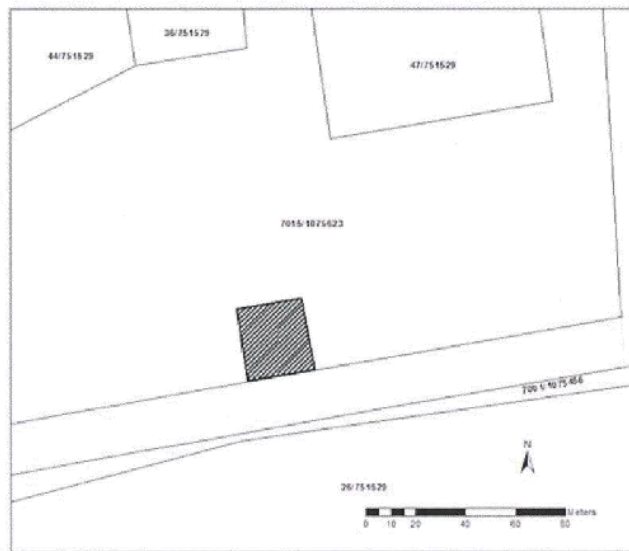
rural services

Column 2

Part Reserve No. 32548
 Public Purpose: camping, travelling stock
 Notified: 20 April 1901

Note: Additional purpose over part Lot 7015 DP 1075623 as shown by black hatching on the diagram hereunder being an area 25m x 30m.

File Reference: 16/01250



(n2019-3742)

CROWN LAND MANAGEMENT ACT 2016

APPOINTMENT OF STATUTORY LAND MANAGER BOARD MEMBERS

Pursuant to clause 4(1) of Schedule 5 to the *Crown Land Management Act 2016*, the persons specified in Column 1 of the Schedule hereunder are appointed, for the terms of office specified in that Column, as board members for the statutory land manager specified opposite in Column 2, which has been appointed as Crown land manager of the land referred to in Column 3 of the Schedule.

It is a condition of the appointment that the board member must comply with the Department of Industry *Crown reserve code of conduct: For non-council Crown land managers and commons trusts* (as may be amended or replaced from time to time).

The Hon Melinda Pavey, MP
 Minister for Water, Property & Housing

Schedule

Column 1

Claire Lupton (re-appointment)
 Richard Bomford (re-appointment)
 John Anthony Ellard (re-appointment)

Column 2

Old Bega Hospital (R.180050)
 Reserve Land Manager

Column 3

Reserve No. 180050
 Public Purpose: community purposes, preservation of historical sites and buildings
 Notified: 30 March 1990



Hon **Barnaby Joyce** MP
FEDERAL MEMBER FOR NEW ENGLAND

TENTERFIELD SHIRE COUNCIL		
ICR 2020 2201 13 MAR 2020		
	Action	Info
CL		
CCO		
COO		
NH		✓

xref ICR 2020 1701

2 March 2020

Mr Terry Dodds
Chief Executive
Tenterfield Shire Council
PO Box 214
TENTERFIELD NSW 2372

Dear Mr Dodds *Terry*

I enclose a letter of 26 February 2020, with enclosed copy of a letter addressed to Superintendent Chris Wallbridge, Northern Tablelands Fire Control Officer, from Ms Lynn Takayama, Secretary, RFS Mingoola Brigade, C/o 1871 Mole River Road, Tenterfield, NSW, 2372, regarding a request for a fire station to be built at Mingoola, west of Tenterfield.

I would be grateful if consideration could be given to the concerns and points raised by Ms Takayama on behalf of the Brigade and for your advice in due course.

Any assistance you may be able to provide would be greatly appreciated.

I have also written to the Hon David Elliott MP, NSW Minister for Police and Emergency Services, asking for his advice.

Yours sincerely

The Hon Barnaby Joyce MP
Federal Member for New England

bj.jk.ten

Principal Office - Tamworth

All Mail: PO Box 963, Tamworth NSW 2340
Suite 17, Ground Floor, 454-456 Peel Street, Tamworth NSW 2340
ph 02 6761 3080 fax 02 6761 3380

Tenterfield Office

255 Rouse Street, Tenterfield NSW 2372
ph 02 6736 1099 fax 02 6736 1433

Authorised by Barnaby Joyce MP, The Nationals, Tamworth - NSW

barnaby.joyce.mp@aph.gov.au www.barnabyjoyce.com.au www.facebook.com/BarnabyJoyceMP



RFS Mingoola Brigade

c/- 1871 Mole River Road
Tenterfield NSW 2372
lynntak@skymesh.com.au

COPY

RECEIVED

28 FEB 20

26 February 2020

The Hon Barnaby Joyce, MP
Member for New England
255 Rouse St
Tenterfield NSW 2372
Barnaby.joyce.mp@aph.gov.au

Dear Mr Joyce

On behalf of the RFS Mingoola Brigade I attach a copy of a letter I have today sent to Superintendent Chris Wallbridge, Northern Tablelands Fire Control Officer, urging him to do all in his power to remedy the situation that our Brigade finds itself in: we have no Fire Station and have not had since the Brigade's inception more than 15 years ago.

We wish to be able to continue to function as an efficient and enthusiastic fire protection unit for our community and the community beyond and to improve on this performance, but we are hampered in this aim because we do not have a major piece of infrastructure that would facilitate the endeavour. We are hoping, indeed expecting, that funding for the construction of our Fire Station will be put aside in the Rural Fire Service 2019/2020 budget.

We would appreciate any meaningful support you can give us in this matter, and I look forward to hearing from you.

Yours Sincerely



Lynn Takayama
Secretary, RFS Mingoola Brigade
(02) 6737-5550
lynntak@skymesh.com.au

COPY

RFS Mingoola Brigade

c/- 1871 Mole River Road
Tenterfield NSW 2372
lynntak@skymesh.com.au

26 February 2020

Northern Tablelands Fire Control Officer
Superintendent Chris Wallbridge
NSW Rural Fire Service
PO Box 624
Glen Innes NSW 2370
northern.tablelands@rfs.nsw.gov.au

Dear Mr Wallbridge

Re: The building of a Fire Station for the Mingoola Brigade

You are aware that the Mingoola RFS Brigade, since its inception – more than 15 years ago, has been operating without a Fire Station. You will also be aware of the ongoing lobbying by various members of our Brigade over the years to have this situation remedied. I acknowledge the work you have done in the gazetting process, which has resulted in having guardianship of the land at Mingoola where our Fire Shed will be located revert to Tenterfield Shire Council. I note that The Hon Melinda Pavey MP has now authorised the appointment of the Council as Crown land manager of the designated lot for our Fire Station. On behalf of our Brigade I thank you for your efforts in this matter.

The purpose of this letter is to describe to you the conditions which our Brigade, its members and equipment, endure because we do not have a Fire Station:

- The current Appliance allocated to Mingoola Brigade is a Category 7 fire truck. I understand that the value of such a vehicle is in the vicinity of \$250,000. The Brigade took possession of this Appliance in 2015 and since then it has been housed (in the first instance) on private property, out in the open, unprotected (because no shed was available on that property); or during the past 18 months it has been housed in a lean-to shed (also on private property) which has been generously provided, free of charge, by a member of our Brigade. This situation is hardly conducive to protection of valuable RFS property, nor is it conducive to the welfare of current Brigade members, nor to attracting new members.
- I notice in the 2018/2019 RFS Annual Report that there were two new Fire Stations constructed in Region North (one at Big Jacks Creek and the other at Mowrock). All of our members are glad that those Brigades now have proper facilities, and we are hoping that the construction of a Fire Station for the Mingoola Brigade in 2020 is part of the "5-10 year Station and Fire Control Centre Building Plan" and that our name will appear in the 2019/2020 Annual Report as being one of the Brigades which has had a Fire Station built.
- We do not have an appropriately located and protected space for general maintenance of the Appliance. This leads to the Appliance having to be moved to other members' properties for maintenance to be carried out. Not only is this not satisfactory, but it is highly inconvenient and potentially dangerous.

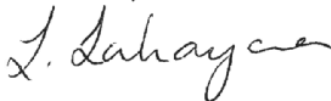
1

COPY

- We have nowhere to store much needed supplies and equipment: firefighting foam; bottles of drinking water; boxes of truck meals; spare, used PPE, etc.
- We do not have a designated meeting place for training, meetings, fundraising activities, social events. We do not have toilet facilities. In other words, there is no centre for Brigade activities and this results in the physical and emotional fragmentation of the Brigade which impacts on every aspect of Brigade operations and activities.

In 2019 The Mingoola Brigade attended every fire to the north, south, east and west of Tenterfield – all of the Section 44 fires in the area. On several occasions our Brigade fielded crews for 24 hours per day for as long as needed. For such a small Brigade (14 active members) this was an enormous contribution. I believe that over the years (last year, in particular) we have demonstrated our commitment to the protection of our community. It is debilitating, both emotionally and physically, for all of our volunteers who have put in hundreds of hours of service to protecting our community, to operate in an environment where we not only provide our valuable time, but are also forced to provide many of our own resources. At times, we feel undervalued and exploited. I acknowledge that the long process of having to secure the land as fit-for-purpose has taken time, but now that that process is complete our Brigade members look forward to hearing that in this current round of funding, money will be made available for the construction of a Fire Station for our Brigade. We urge your continued support in this endeavour.

Yours Sincerely



Lynn Takayama
Secretary/Treasurer, RFS Mingoola Brigade
(02) 6737-5550
lynntak@skymesh.com.au

cc: Chief Superintendent John Parnaby
Director, Assets & Infrastructure
NSW Rural Fire Service
Locked Bag 17
Granville NSW 2142

Mr Brian McDonough
President
RFSA
Suite 11, 69 York Rd
South Penrith NSW 2750

The Hon. David Littleproud, MP
Minister for Agriculture, Drought and Emergency Management
PO Box 188
Warwick Qld 4370
David.Littleproud.MP@aph.gov.au

The Hon Barnaby Joyce, MP
Member for New England
255 Rouse Street
Tenterfield NSW 2372
barnaby.joyce.mp@aph.gov.au

COPY

The Hon David Andrew Elliott, MP
Minister for Police and Emergency Services
GPO Box 5341
Sydney NSW 2001
baulkhamhills@parliament.nsw.gov.au

The Hon Adam Marshall, MP
Member for Northern Tablelands
GPO Box 5341
Sydney NSW 2001
northern.tablelands@parliament.nsw.gov.au

Ms Janelle Saffin, MP
PO Box 52
Lismore NSW 2489
lismore@parliament.nsw.gov.au

Mr Terry Dodds
Chief Executive
Tenterfield Shire Council
PO Box 214
Tenterfield NSW 2372
council@tenterfield.nsw.gov.au

Mr Peter Petty
Mayor
Tenterfield Shire Council
PO Box 214
Tenterfield NSW 2372
council@tenterfield.nsw.gov.au



Birthplace of Our Nation

4 May 2020
OCR20204305

Hon Barnaby Joyce MP
Member for New England
PO Box 963
TAMWORTH NSW 2340

Email: barnaby.joyce.mp@aph.gov.au

Dear Mr Joyce *Barnaby*

Re: Representation on Behalf of Mingoola Rural Fire Brigade

Thank you for your letter received 13 March 2020. Copies of correspondence attached from the Mingoola Brigade were also received by Council.

Unfortunately this matter has been ongoing since October 2018 as a site for the Rural Fire Service shed at Mingoola has been problematical, the land available being Crown Land, vested with Crown Lands NSW.

I can advise that in March 2020 Council received notice that transfer of the land to Council has now been gazetted and NSW Rural Fire Service are able to move forward in budgeting and planning for the construction of the much needed fire shed for the Mingoola community.

Council appreciates that this has been a matter of considerable frustration for this very active Brigade, particularly given the recent fire events.

Yours sincerely

Terry Dodds
Chief Executive

Cc Janelle Saffin MP

All correspondence should be addressed to:

Chief Executive

Tenterfield Shire Council

247 Rouse Street (PO Box 214) TENTERFIELD NSW 2372

Telephone: (02) 6736 6000 Facsimilie: (02) 6736 6005 email: council@tenterfield.nsw.gov.au website: www.tenterfield.nsw.gov.au

ABN: 85 010 810 083

Department:	Engineering Department
Submitted by:	Manager Water & Waste
Reference:	ITEM ENV19/20
Subject:	TORRINGTON GREENWASTE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - ENVO 11 - Secure, sustainable and environmentally sound infrastructure and services underpin Council service delivery.
CSP Strategy:	Waste from our operations is managed to reduce the volume and take advantage of recycling opportunities available to us.
CSP Delivery Program	Provide effective and efficient delivery of sewerage services across to the townships of Tenterfield and Urbenville.

SUMMARY

The purpose of this report is to provide an alternative option report for Torrington's green waste at the new waste transfer station

OFFICER'S RECOMMENDATION:

That Council:

- (1) Offer the mega muncher to the 59 properties for residents of the village of Torrington in lieu of green waste acceptance at Torrington transfer station; and**
- (2) Do not offer alternative for greenwaste.**

BACKGROUND

Council approved the staged conversion for Torrington Landfill to a waste transfer station (CO28032018OR_15 April2018), and staff undertook the process for grant application.

Approval for Grant funding was provided by the office of environment and heritage in September 2019 and then fires in October 2019 complicated the process. Further delays due to COVID-19 delayed fire clean-up with completion of work occurring August 2020. Public works oversaw the site cleanup and decontamination (of asbestos), as well as utilized the landfill for 4 houses of friable asbestos and rubble. The site was capped and returned to Council to commence works for the transfer station.

Noting the original staged conversion, approved by Council is now no longer possible as the site has been remediated.

Community consultation was provided to the community and inclusion of a purpose built tip-shop was requested, this will be included in construction to minimize future cost. Demographics for the area show a population of 81 people and 59 dwellings (ABS, 2016).

Our Environment No. 19 Cont...

REPORT:

Plans for the new transfer station (Figure 1), have included the physical needs of the community which includes a raised drop off area for waste and recycling, an area purposed for steel collection, a site office and tip-shop.



Figure 1 Sketch of Torrington WTS Layout

Due to the difficulties associated with processing green waste to EPA requirements, the new waste transfer station will provide an area for large timber only.

To overcome the absence of a dedicated green waste pile, a request to provide an alternative mechanism to process home FOGO (food organics and green organics), is the subject of this report and request for Council consideration.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Community engagement has assisted the community through the processes of fire cleanup and continue with conversion of landfill, assisted by EPA officers occurring earlier this month.

2. Policy and Regulation

- Protection of the Environment Operations Act 1997
- Protection of the Environment Operations (Waste) Regulation 2014
- Waste Avoidance and Resource Recovery Act 2001
- NSW Waste Avoidance and Resource Recover Strategy 2014-2021
- Environmental Hazardous Chemical Act 1985
- Environmentally Hazardous Chemicals Regulation 2017
- Contaminated Land Management Act 1997
- Environmental Guidelines: Solid Waste Landfills 2016
- State Environmental Planning Policy (Major Development) 2005 (the MD SEPP)

Our Environment No. 19 Cont...

- State Environmental Planning Policy (Infrastructure) 2007 (the I SEPP)
- Dangerous Goods (Road and Rail Transport) Act 2008

3. Financial (Annual Budget & LTFP)

Grant was awarded to assist council with closure of landfill and conversion to transfer station.

Processing green waste to enable utilization requires processes in place to chip, compost, pasteurise and test materials, adding to Council cost pre-fire estimate's from 4,500m³ for processing Torrington green waste without required sterilization of weed seed have estimates of between \$119,991.20 and \$272,401.78 to process.

Suppling Mega Muncher to a maximum of 59 residential properties would cost \$15,576

4. Asset Management (AMS)

Provision of Mega muncher FOGO system would negate the future processing requirements in managing green waste at the Torrington waste transfer facility.

5. Workforce (WMS)

No additional change to workforce, utilisation of existing staff to manufacture additional Hungry bins estimated at 180 hours.

6. Legal and Risk Management

There is no additional risk associated with provision of Mega munchers, the risk lies in collecting green waste and processing costs, including the risk of fire.

7. Performance Measures

Nil.

8. Project Management

Project management of the capex associated with this report will handled by internal water, waste and sewer (WWS), services engineering staff.

Fiona Keneally
Director Infrastructure

Prepared by staff member: Gillian Marchant
Approved/Reviewed by Manager: Fiona Keneally, Director Infrastructure
Department: Engineering Department
Attachments: There are no attachments for this report.

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV63/20
Subject:	MONTHLY OPERATIONAL REPORT - AUGUST 2020

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Council's decision making processes are open, accountable and based on sound integrated planning.
CSP Delivery Program	Promote and support community involvement in Council decision making process.

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2019/2020 Operational Plan. This is the final report for the 2019/2020 period.

OFFICER'S RECOMMENDATION:

That Council receives and notes the status of the Monthly Operational Report for August 2020.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media		
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive		
Department:	Office of the Chief Executive		
Attachments:	1	Attachment 1 (Attachment Booklet 1) - Monthly Operational Report August 2020	89 Pages

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV64/20
Subject:	DELEGATION FOR CHIEF EXECUTIVE LEAVE PERIOD

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Services to our community are provided in a professional, friendly and timely manner consistent with our corporate values.
CSP Delivery Program	Deliver Customer Service and Business Services in the support of corporate outcomes.

SUMMARY

The purpose of this report is for Council to provide delegation for Acting Chief Executive during period of leave of Chief Executive.

OFFICER'S RECOMMENDATION:

That Council approve the temporary appointment of Chief Corporate Officer, Kylie Smith to the position of Acting Chief Executive for the period Monday, 5 October 2020 to Sunday, 18 October 2020 inclusive.

BACKGROUND

Chief Executive Terry Dodds will be absent on leave during the period Monday, 5 October 2020 to Sunday, 18 October 2020 inclusive with Chief Corporate Officer, Kylie Smith appointed to the position of Acting Chief Executive. Council will need to approve this temporary appointment.

REPORT:

In addition, any other function of Council should be delegated to ensure the effective and efficient operations of the Council during the recess period.

The Acting Chief Executive will undertake all delegations of the Chief Executive during his period of absence.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

Section 377 of the Local Government Act 1993 provides for delegations to the Chief Executive.

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

Our Governance No. 64 Cont...

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

It is important for Council to delegate functions to the Acting Chief Executive to enable Council to lawfully make decisions of Council during the period of the Chief Executive's leave. Failure to grant delegated authority may result in non-compliance of legislative provisions.

7. Performance Measures

The performance measure for compliance with all legislative requirements is included in Council's Delivery Program.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM GOV65/20
Subject:	TENTERFIELD SHIRE COUNCIL CODE OF CONDUCT 2020 & PROCEDURES FOR THE ADMINISTRATION OF THE CODE OF CONDUCT 2020

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.
CSP Delivery Program	Ensure compliance with regulatory and statutory requirements and that operations are supported by effective corporate management.

SUMMARY

The purpose of this report is to advise Council that the Tenterfield Shire Council Code of Conduct 2020 and the Tenterfield Shire Council Procedures for the Administration of the Code of Conduct are required to be adopted following amendments, as issued by the NSW Office of Local Government on 14 August 2020.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopt the Tenterfield Shire Council Code of Conduct 2020, as amended; and**
- (2) Adopt the Tenterfield Shire Council Procedures for the Administration of the Code of Conduct 2020, as amended.**

BACKGROUND

Under Section 440 of the NSW *Local Government Act 1993*, the Tenterfield Shire Council Code of Conduct sets the minimum requirements of behaviour for council officials in carrying out their functions. The Code is supported by a set of Procedures which provide information and guidance on the application of the Code.

Under Section 360 of the NSW *Local Government Act 1993*, the aim of the Tenterfield Shire Council Code of Meeting Practice is to achieve Council and Committee meetings which are orderly, efficient and earn the respect of the community, Council and Committee meetings which display open government and allow access and participation by the community, and standards which promote and contribute to the democratic process.

REPORT:

The current Tenterfield Shire Council Code of Conduct and Procedures for the Administration of the Code of Conduct, as adopted by Council on 26 June 2019 (Resolution No. 118/19), is based on the NSW Office of Local Government 2018 Model Code of Conduct for Local Councils and Model Procedures for the Administration of the

Our Governance No. 65 Cont...

Code of Conduct for Local Councils, and have been developed to assist council officials to:

- understand the standards of conduct that are expected of them;
- enable them to fulfil their statutory duty to act honestly and exercise a reasonable degree of care and diligence, and
- act in a way that enhances public confidence in the integrity of local government.

The Office of Local Government has amended the Model Code and Procedures in July 2020. Minor amendments have been made to the Model Code, mainly in relation to gifts and benefits, in response to feedback from some councils. The amendments to the gifts and benefits provisions:

1. Lift the value of gifts and benefits that may be accepted from \$50 to \$100;
2. Identify that items of a value of \$10 or less are not defined as gifts and benefits and do not need to be disclosed;
3. Identify that benefits and facilities provided by councils to staff and councillors are not gifts and benefits, and
4. Remove the limit on the value of meals and refreshments that may be accepted by council officials (staff and councillors) in conjunction with the performance of their official duties. Councils may keep the current limit of \$50 or increase the limit to no more than \$100.

Other amendments to the Model Code are to:

1. Remove as a breach, failure to comply with a council resolution requiring action in relation to a code of conduct breach (because it is now redundant);
2. Update the language used to describe the various heads of discrimination in clause 3.6 to reflect more contemporary standards, and
3. Include in the definition of council committee and council committee members, members of audit, risk and improvement committees (ARICs) in anticipation of the commencement of the requirement for all councils to appoint an ARIC following the next local government elections.

The Procedures have been amended in response to the decision by the Supreme Court in the matter of *Cornish v Secretary, Department of Planning, Industry and Environment* [2019] NSWSC 1134 (Cornish). In short, Cornish found that the only disciplinary power available to councils under the *Local Government Act 1993* (the Act) for code of conduct breaches by councillors, was the power to censure councillors formally. This power did not extend to other measures such as directing participation in training, counselling, directing the person to apologise, and making the finding of inappropriate conduct public.

In the amended Procedures councils have the following options when taking disciplinary action against councillors for breaches of the code of conduct under the new Procedures:

1. That a councillor be formally censured for a breach under section 440G of the *Local Government Act 1993* (the Act), or

Our Governance No. 65 Cont...

2. That a councillor be formally censured for a breach under section 440G and the matter referred to the Office of Local Government for further disciplinary action under the misconduct provisions of the Act.

The process for censuring councillors for breaches of the Code of Conduct has been significantly strengthened to ensure councillors are made publicly accountable to the electors for their conduct.

Councillors may seek to avoid public censure for breaches of the code of conduct by voluntarily agreeing to training or counselling, to apologise for their conduct or to give undertakings not to repeat their conduct before an investigator finalises a report to council.

Investigators are required to consult the Office of Local Government before recommending the referral of matters to ensure the conduct in question is sufficiently serious to warrant disciplinary action for misconduct and that there is sufficient evidence of the breach to allow the Office of Local Government to take further disciplinary action.

Other amendments to the Procedures are to:

1. Allow panels of conduct reviewers to be appointed without a resolution of the council, and
2. Allow the referral of an investigator's report to the Office of Local Government under the misconduct provisions of the Act, where the council will not have a quorum to deal with the matter.

The Model Code of Conduct and Procedures amendments take effect from 14 August 2020. This is because the amendments to the Procedures largely reflect existing practice following the Supreme Court's decision, and the amendments to the Model Code of Conduct are minor in nature.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- *NSW Local Government Act 1993*
- *NSW Local Government (General) Regulation 2005*

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

Our Governance No. 65 Cont...

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member: Erika Bursford, Manager Customer Service,
Governance & Records

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

Department: Office of the Chief Corporate Officer

Attachments:

1	Attachment 2 (Attachment Booklet 2) - Tenterfield Shire Council Code of Conduct 2020	47 Pages
2	Attachment 3 (Attachment Booklet 2) - Tenterfield Shire Council Procedures for the Administration of the Code of Conduct 2020	36 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Project Officer
Reference:	ITEM GOV66/20
Subject:	CROWN LANDS PLANS OF MANAGEMENT

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated.
CSP Strategy:	Buildings are well designed, safe and accessible and the new is balanced with the old.
CSP Delivery Program	Ensure that Council buildings and facilities meet the needs of users.

SUMMARY

The purpose of this report is for Council to consider the draft Plans of Management (POMs) for Crown Land parcels managed by Council. In accordance with the enactment of the Crown Land Management Act 2016, Council is required to generate POMs for the community land managed by Council which is Crown Land.

OFFICER'S RECOMMENDATION:

That Council endorse the listed draft Plans of Management and forward to the Crown Lands Minister for approval prior to the compulsory community consultation period:

- **Plan of Management - General Community Use;**
- **Plan of Management - Sportsgrounds;**
- **Plan of Management - Parks;**
- **Plan of Management - Natural Areas.**

BACKGROUND

On 1 July 2018 the Crown Land Management Act 2016 was enacted which facilitated the passing of management of 22 Crown Land Reserves to Tenterfield Shire Council.

On 22 May 2019 Council resolved (Resolution 89/19) to ask the Minister for Crown Lands to approve Classification of 7 lots in 6 of these reserves as Operational Land, and 30 lots in the remaining reserves as Community Land.

On 24 September 2019, Council received approval for the Classification from the Minister to manage 5 of the reserves (5 lots) as Council Operational Land. The remaining lots (17 reserves) are to be managed as Community Land.

The request to manage the Drake Recreation Reserve (R540103) where the Rural Fire Service shed is located as Operational Land was rejected and the Minister advised it must be managed as Community Land.

Under Section 36 of the Local Government Act 1993, those 17 reserves classified as Community Land must be further categorized as one or more of the following:

- (a) a natural area;
- (b) a sportsground;

Our Governance No. 66 Cont...

- (c) a park;
- (d) an area of cultural significance;
- (e) general community use.

On 30 October 2019, Council resolved (Resolution 216/19) to submit the proposed Categorisation of the 17 reserves to the Minister. They were Categorised as General Community Use, Park, Sportsground or Areas of Cultural Significance.

On 17 December 2019, these Categorisations were sent to the Minister for Crown Lands for approval.

On 3 April 2020, advice was received from the Minister agreeing to all Categorisations except for 2 reserves:

- (a) Drake Reserve Trust (R84128) is to have one lot Classified as Natural Area, the remaining 5 lots as General Community Use;
- (b) Wallaby Creek Reserve (R86219) is to be entirely Classified as Natural Area.

These Categorisations as approved by the Minister have guided the Plans of Management which have been prepared for each reserve.

REPORT:

Final Categorisation for the 17 reserves has now been approved by the Minister for Crown Lands, and Plans of Management for each category have been drafted. These 4 Plans of Management are attached (Attachment Booklet 3) for Council consideration.

Once approved by Council, these drafts will be sent to the Minister for approval.

Section 39 of the LG Act requires that any draft POM for a Crown Reserve, including the first Plan of Management prepared, is required to be referred to NSW Department of Industry (the Minister) as the owner of the land, in draft form, prior to Council placing the POM on public exhibition.

The public exhibition (and if necessary, public hearing) requirements of the section 38 of the LG Act, described in sections 3.8 and 3.9 of these guidelines are required to be undertaken by Council after the draft POM has been submitted to NSW Department of Industry, but prior to adoption.

If the Council is required to make any changes to the draft POM under direction of the Department, these changes must be reflected in the version of the draft POM on which public consultation is undertaken.

If the public exhibition (and if necessary, public hearing) process results in substantive changes to the draft POM, it will need to be resubmitted to the Department, prior to final adoption.

COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**
Stakeholders have been contacted by email, phone and site visits.

Once the draft plans have been approved by the Minister for Crown lands, they must be placed on public exhibition for not less than 28 days, and allow for

Our Governance No. 66 Cont...

submissions to be made to Council for a period of not less than 42 days after the date they were placed on public exhibition.

2. Policy and Regulation

- Local Government Act 1993 (NSW)
 - Local Government Act 1993 Section 36 (4)
- For the purposes of this section, land is to be categorised as one or more of the following:
- (a) a natural area,
 - (b) a sportsground,
 - (c) a park,
 - (d) an area of cultural significance,
 - (e) general community use.
- Local Government Regulation 2005 (NSW)
 - Crown Land Management Act 2016 (NSW)
 - Native Title Act 1993 (CTH)

3. Financial (Annual Budget & LTFP)

Council received a grant of \$55,506 to prepare the Plans of Management. These funds have been used to engage staff to carry out these works and investigations, and associated training.

There will be costs involved with reviewing the Plans not more than every 10 years.

There will also be costs associated with the management of weeds and fire hazards in the reserves as Council is the Crown Land Manager.

4. Asset Management (AMS)

There will be no change for the reserves classified as Sportsgrounds, Parks and General Community Use given that Council already manages the lands and the activities carried out thereon.

There may be some small changes to management on the two lots classified as Natural Areas (Drake Reserve R84128 and Wallaby Creek Reserve R86219 in relation to weed and erosion control) to protect environmental values, though the impact on asset management is likely to be minimal. These two lots experience minimal human activity other than some intermittent grazing from neighbour's cattle/horses.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

In accordance with the Crown Land Management Act 2016 and Section 36 of the Local Government Act 1993, Council is required to manage the reserves as per the attached Plans of Management (Attachment Booklet 3).

As Council has already been managing the reserves categorised as Sportsgrounds, Parks and General Community Use. No legal issues or changes to Councils risk profile are anticipated.

Our Governance No. 66 Cont...

The categorisation of two lots (one in Drake Reserve R84128 and the Wallaby Creek Reserve R86219) as Natural Areas has the potential to change the risk profile, however the relatively unremarkable nature of these lots (i.e. not specifically identified as containing threatened or endangered species), the fact they have been subject to grazing in the past, and minimal human visitation as their presence as Crown Land is largely unknown, means that the likelihood and consequence of any legal risk related to environmental matters is low.

7. Performance Measures

Plans to be reviewed regularly not more than every 10 years.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	David Thompson												
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer												
Department:	Office of the Chief Corporate Officer												
Attachments:	<table> <tr> <td>1</td> <td>Attachment 4 (Attachment Booklet 3) - Plan of Management - General Community Use</td> <td>62 Pages</td> </tr> <tr> <td>2</td> <td>Attachment 5 (Attachment Booklet 3) - Plan of Management - Sportsgrounds</td> <td>39 Pages</td> </tr> <tr> <td>3</td> <td>Attachment 6 (Attachment Booklet 3) - Plan of Management - Parks</td> <td>47 Pages</td> </tr> <tr> <td>4</td> <td>Attachment 7 (Attachment Booklet 3) - Plan of Management - Natural Areas</td> <td>35 Pages</td> </tr> </table>	1	Attachment 4 (Attachment Booklet 3) - Plan of Management - General Community Use	62 Pages	2	Attachment 5 (Attachment Booklet 3) - Plan of Management - Sportsgrounds	39 Pages	3	Attachment 6 (Attachment Booklet 3) - Plan of Management - Parks	47 Pages	4	Attachment 7 (Attachment Booklet 3) - Plan of Management - Natural Areas	35 Pages
1	Attachment 4 (Attachment Booklet 3) - Plan of Management - General Community Use	62 Pages											
2	Attachment 5 (Attachment Booklet 3) - Plan of Management - Sportsgrounds	39 Pages											
3	Attachment 6 (Attachment Booklet 3) - Plan of Management - Parks	47 Pages											
4	Attachment 7 (Attachment Booklet 3) - Plan of Management - Natural Areas	35 Pages											

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV67/20
Subject:	CIVIC OFFICE - UPDATE OF POLICIES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Council's decision making processes are open, accountable and based on sound integrated planning.
CSP Delivery Program	Promote and support community involvement in Council decision making process.

SUMMARY

The purpose of this report is to update the listed policies aligned with Civic Office.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopt the updated Media Policy 1.130;**
- (2) Adopt the updated Councillor Expenses & Facilities Policy 1.160.**

BACKGROUND

Many of Council's policies are due for review and update onto the new policy template. Policies which are covered by Legislation or Division of Local Government Guidelines and Circular documents should be made obsolete.

REPORT:

The following Civic Office policies are presented for consideration of Council:

- Update - Media – Policy 1.130;
- Update – Councillor Expenses & Facilities – Policy 1.160

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Policy documents provide guidance to staff and clear guidelines on Council business to the community.

2. Policy and Regulation

- Local Government Act 1993
- Local Government (Regulations) 2005

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

Our Governance No. 67 Cont...

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Up to date and clear policies assists in mitigating the risk of staff not abiding by the Local Government Act 1993, Local Government (General) Regulations and other legislative requirements.

7. Performance Measures

Council's policies are current, up to date and readily available to the community and Council staff.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive
Department:	Office of the Chief Executive
Attachments:	1 Attachment 8 (Attachment Booklet 4) - Updated Media Policy - 1.130 4 Pages
	2 Attachment 9 (Attachment Booklet 4) - Updated Councillor Expenses & Facilities - Policy 1.160 14 Pages

Department:	Office of the Chief Executive
Submitted by:	Tourism & Marketing Manager
Reference:	ITEM GOV69/20
Subject:	ECONOMIC DEVELOPMENT & COMMUNITY - UPDATE OF POLICIES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Council's decision making processes are open, accountable and based on sound integrated planning.
CSP Delivery Program	Promote and support community involvement in Council decision making process.

SUMMARY

The purpose of this report is to update the listed policies aligned with the Economic Development and Community Engagement Office.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopt the updated Filming Policy 1.062; and**
- (2) Adopt the updated Public Art Policy 1.166; and**
- (3) Adopt the updated School of Arts Collections Acquisition and Deaccession Policy 1.193; and**
- (4) Adopt the updated School of Arts Theatre/Cinema Front of House Policy 1.194; and**
- (5) Adopt the updated School of Arts Use for Weddings and Other Activities Policy 1.195**

BACKGROUND

Many of Council's policies are due for review and update onto the new policy template. Policies which are covered by Legislation or Division of Local Government Guidelines and Circular documents should be made obsolete.

REPORT:

The following Economic Development & Community Engagement policies are presented for consideration of Council:

- Update – Filming – Policy 1.062
- Update – Public Art – Policy 1.166
- Update – School of Arts Collections Acquisition and Deaccession – Policy 1.193
- Update – School of Arts Theatre/Cinema Front of House – Policy 1.194
- Update – School of Arts Use for Weddings and Other Activities – Policy 1.195

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COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Policy documents provide guidance to staff and clear guidelines on Council business to the community.

2. Policy and Regulation

- Local Government Act 1993
- Local Government (Regulations) 2005

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Up to date and clear policies assists in mitigating the risk of staff not abiding by the Local Government Act 1993, Local Government (General) Regulations and other legislative requirements.

7. Performance Measures

Council's policies are current, up to date and readily available to the community and Council staff.

8. Project Management

Nil.

Terry Dodds
Chief Executive

Prepared by staff member:	Caitlin Reid; Harry Bolton	
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 11 (Attachment Booklet 4) - Filming - Policy 1.062 2 Attachment 12 (Attachment Booklet 4) - Public Art - Policy 1.166 3 Attachment 13 (Attachment Booklet 4) - School of Arts - Collections Acquisition and Deaccession - Policy 1.193 4 Attachment 14 (Attachment Booklet 4) - School of Arts -	4 Pages 9 Pages 10 Pages 4 Pages

Our Governance No. 69 Cont...

	Theatre/Cinema Front of House - Policy 1.194	
5	Attachment 15 (Attachment Booklet 4) - School of Arts - Use for Weddings and Other Activities - Policy 1.195	2 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Planning & Development Services
Reference:	ITEM GOV70/20
Subject:	PLANNING & DEVELOPMENT - UPDATE OF POLICIES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Council's decision making processes are open, accountable and based on sound integrated planning.
CSP Delivery Program	Promote and support community involvement in Council decision making process.

SUMMARY

The purpose of this report is to update the listed policies aligned with Planning and Development Services.

OFFICER'S RECOMMENDATION:

That Council adopt the following policies:

- **Updated Burial on Private Land Policy 3.021; and**
- **Updated (2) Updated Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates Policy 3.122; and**
- **Rainwater Tanks – Installation Requirements where Reticulated Water is Connected Policy 3.180; and**
- **Private Swimming Pool Safety Policy 3.194; and**
- **Aerated Wastewater Treatment Systems Policy 3.011; and**
- **On Site Sewage Management Policy 3.150.**

BACKGROUND

Council policies are instruments that communicate decisions and directions for pursuing Council's specific goals. Regular reviews of Council policies are required, to maintain currency of these decisions and directions, and to ensure policies are delivering the outcomes desired from such policies.

REPORT:

The six (6) policies have been reviewed and amended for accuracy where required for insertion into Council's current policy template, being:

Burial on Private Land Policy 3.021

This policy was previously amended and adopted by Council on 23 August 2017 and aims to provide clear standard for the establishment of private rural cemeteries. The policy has been updated to reflect current practices by including the requirement for a development application to be lodged with Council. The limitation on height of headstones has also been removed as this has little impact in the rural localities in which they are situated.

Our Governance No. 70 Cont...

Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates Policy 3.122

This policy was previously amended and adopted by Council on 23 August 2017 and aims to ensure that development decisions are properly made and that parties involved in the development process are dealt with fairly to avoid impropriety. The policy has been updated to reflect organizational structural changes in the various departments mentioned in the policy.

Rainwater Tanks – Installation Requirements Where Reticulated Water is Connected Policy 3.122

This policy was previously amended and adopted by Council on 26 August 2015 and aims to encourage water conservation by the installation of water tanks, connected to household fixtures through a safe and reliable method to supplement mains supply. The policy has been translated in to Council's current policy template with no major changes.

Private Swimming Pool Safety Policy 3.197

This policy was previously amended and adopted by Council on 23 August 2017 and aims to inform pool owners of their responsibilities and obligations under the Swimming Pool Act 1992. The policy has been translated in to Council's current policy template with no major changes.

Aerated Water Treatment Systems Policy 3.011

This policy was previously amended and adopted by Council on 20 May 2015 and aims to provide clear direction to regulate installation, maintenance and monitoring procedures for the use of Aerated Wastewater Treatment Systems. The policy has been translated in to Council's current policy template with no major changes.

On Site Sewage Management Policy 3.150

This policy was previously amended and adopted by Council on 20 May 2015 and aims to guide landholders toward sustainable management of wastewater and protect and enhance the quality of public health and the environment. The policy has been translated in to Council's current policy template with no major changes.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The existing policies have been developed in accordance with the engagement process at their time of writing. Exhibition of the minor amendments and administrative corrections is not required.

2. Policy and Regulation

As detailed in each policy.

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

Our Governance No. 70 Cont...

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Tamai Davidson	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	<ol style="list-style-type: none"> 1 Attachment 16 (Attachment Booklet 5) - Burial on Private Land - Policy 3.021 2 Attachment 17 (Attachment Booklet 5) - Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates - Policy 3.122 3 Attachment 18 (Attachment Booklet 5) - Rainwater Tanks - Installation Requirements where Reticulated Water is Connect - Policy 3.180 4 Attachment 19 (Attachment Booklet 5) - Private Swimming Pool Safety - Policy 3.194 5 Attachment 20 (Booklet 5) - Aerated Wastewater Treatment Systems - Policy 3.011 6 Attachment 21 (Booklet 5) - On Site Sewage Management - Policy 3.150 	<p>5 Pages</p> <p>5 Pages</p> <p>3 Pages</p> <p>8 Pages</p> <p>4 Pages</p> <p>15 Pages</p>

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Property & Buildings (P/T)
Reference:	ITEM GOV71/20
Subject:	PROPERTY & BUILDINGS - UPDATE OF POLICIES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Council's decision making processes are open, accountable and based on sound integrated planning.
CSP Delivery Program	Promote and support community involvement in Council decision making process.

SUMMARY

The purpose of this report is to update and make obsolete the listed policies aligned with the Corporate Office, and update the Fees and Charges.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Make obsolete the Hire Fees – Public Facilities, Halls & Parks Policy 3.130, and update the Fees & Charges to include that Local Schools are to be exempt from these fees and charges.; and**
- (2) Make obsolete the Memorial Hall, RSL Pavillion – Hiring of Chairs and Tables Policy 3.131**

BACKGROUND

Many of Council's policies are due for review and update onto the new policy template. Policies which are covered by Legislation or Division of Local Government Guidelines and Circular documents should be made obsolete.

REPORT:

The following Corporate Office policies are presented for consideration of Council:

- Make obsolete the Hire Fees – Public Facilities, Halls & Parks Policy 3.130; due to hire fees being addressed in the Fees and Charges which is reviewed annually. The Fees and Charges will need to be updated with reference to Local Schools being exempt from these charges.
- Make obsolete the Memorial Hall, RSL Pavillion – Hiring of Chairs and Tables Policy 3.131 as this is addresses in the Terms of Hire for facilities.

COUNCIL IMPLICATIONS:

- 1. Community Engagement / Communication (per engagement strategy)**
Policy documents (Fees and Charges, and Terms of Hire) provide guidance to staff and clear guidelines and expectations on Council business to the community.

Our Governance No. 71 Cont...

2. Policy and Regulation

- Local Government Act 1993
- Local Government (Regulations) 2005

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Up to date and clear policies assists in mitigating the risk of staff not abiding by the Local Government Act 1993, Local Government (General) Regulations and other legislative requirements.

Under normal circumstances a change to the fees and charges of Council would require the exhibition of the charges for consideration of the community prior to the adoption. This has not been recommended in this instance as the change is to wording in the Fees and Charges document and no amendment of any monetary value is proposed.

7. Performance Measures

Council's policies are current, up to date and readily available to the community and Council staff.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Heidi K Ford	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	1 Attachment 22 (Attachment Booklet 5) - Hire Fees - Public Facilities, Halls and Parks - Policy 3.130	1 Page
	2 Attachment 23 (Attachment Booklet 5) - Memorial Hall/RSL Pavilion - Hiring of Chiars & Tables - Policy 3.131	1 Page

Department:	Engineering Department
Submitted by:	Manager Water & Waste
Reference:	ITEM GOV72/20
Subject:	WATER & WASTE - UPDATE OF POLICIES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Environment - ENVO 11 - Secure, sustainable and environmentally sound infrastructure and services underpin Council service delivery.
CSP Strategy:	Water is used carefully in Council's buildings, parks, sporting grounds and daily operations.
CSP Delivery Program	Ensure effective and efficient delivery of water services in accordance with existing service levels.

SUMMARY

The purpose of this report is for Council to review and adopt the listed policies aligned with Water & Waste.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Adopts the updated Drinking Water Policy 2.162,**
- (2) Adopts the updated Liquid Trade Waste Regulation Policy 2.130; and**
- (3) Adopts the updated Septic Tank Connections Policy 3.190.**

BACKGROUND

The Drinking Water Policy was originally adopted 26 September 2018, the Liquid Trade Waste Regulation Policy 18 May 2016, and the Sewerage - Septic Tank Connections Policy in August 2017. These policies now scheduled for review.

REPORT:

The policies have been amended and updated to ensure standardisation of Council documents including legislative changes, and allowing ongoing review requirements to be scheduled on a 3 yearly basis.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The revised policies require no consultation periods as there are no Community Engagement implications as a result of this report.

2. Policy and Regulation

- Australian Drinking Water Guidelines 2017
- Public Health Act 2010 (NSW)
- Public Health Regulation 2012
- Liquid Trade Waste Regulation Procedure – May 2016
- Local Government Act 1993
- *Local Government (General) Regulation 2005*

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- *Environmental Planning & Assessment Act 1979*
- *Environmental Planning & Assessment Regulation 2000*
- *Protection of the Environment Operations Act 1997*
- AS3500 National Plumbing and Drainage Code

3. Financial (Annual Budget & LTFFP)

N/A

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

There are no legal implications as a result of this report.

7. Performance Measures

N/A

8. Project Management

N/A

Fiona Keneally
Director Infrastructure

Prepared by staff member:	Gillian Marchant	
Approved/Reviewed by Manager:	Fiona Keneally, Director Infrastructure	
Department:	Engineering Department	
Attachments:	1 Attachment 24 (Attachment Booklet 5) - Drinking Water - Policy 2.162	3 Pages
	2 Attachment 25 (Attachment Booklet 5) - Liquid Trade Waste Regulation - Policy 2.130	3 Pages
	3 Attachment 26 (Attachment Booklet 4) - Sewerage - Septic Tank Connections - Policy 3.190	3 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV73/20
Subject:	2019/2020 FINANCIAL STATEMENTS TO BE REFERRED FOR AUDIT

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council is a financially sustainable organisation, delivering value services to the Community.
CSP Delivery Program	Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.

SUMMARY

The purpose of this report is to comply with statutory requirements in relation to the General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2020. The Financial Statements are to be referred to Council's Auditor, with authorisation from the Mayor, a Councillor, the Chief Executive and the Responsible Accounting Officer.

OFFICER'S RECOMMENDATION:

That Council;

- (1) In relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):**
 - a) Council resolves that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2020 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations there under; and**
 - b) That the Financial Statements be approved and signed by the Mayor the Deputy Mayor, the Chief Executive and the Responsible Accounting Officer.**
- (2) That the Financial Statements be referred to Council's Auditor for audit; and**
- (3) That the audited Financial Statements be forwarded to the Office of Local Government by 31 October 2020 if possible noting that the deadline has been extended to 30 November 2020 for this year only due to the impact of the COVID-19 pandemic; and**
- (4) That the Chief Executive Officer be delegated authority to place the Audited Financial Statements on public exhibition from Monday, 2 November 2020 if possible (or the soonest practicable alternative date if not) and that notice be given that Council will present its Audited**

Our Governance No. 73 Cont...

Financial Statements at the Ordinary Council Meeting to be held on 25 November 2020 if possible (or the soonest practicable alternative date if not); and

- (5) That the audited Financial Statements be presented at the meeting of Council to be held on 25 November 2020 if possible in accordance with Section 419(1) of the Local Government Act 1993 (as amended) or alternatively at the soonest practicable date as determined by the Chief Executive Officer.**

BACKGROUND

As per Section 416(1) of the Local Government Act 1993 (as amended), a Council's Financial Statements for a year must be prepared and audited within four (4) months of the end of the reporting period concerned.

The statutory process that must be followed is that:

1. A statement as required under section 413(2) (c) must be made by resolution and signed by the Mayor, one (1) Councillor, the Chief Executive and the Responsible Accounting Officer.
2. The Financial Statements must then be referred to the Council's Auditor, and once audited the statements must be included in Council's Annual Report.
3. Copies of the Audited Financial Statements must then be lodged with the Office of Local Government by 31 October 2020 (an extension to 30 November 2020 is permissible due to the COVID-19 pandemic.)
4. As soon as practicable after Council receives a copy of the Auditor's report, the Statements must be placed on public exhibition for a period of seven (7) days and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. This act of giving notice of the meeting is required to be delegated to the Chief Executive as technically the notice of meeting cannot be set until the final audited Statements and Audit Report are received, however, subject to any matters raised during the audit, the Audited Statements and Audit Reports will be presented at the Council Meeting to be held on 25 November 2020.

It should be noted that Council's Audit & Risk Committee has been provided with the draft set of Financial Statements at the Audit and Risk Committee meeting held in September 2020 and comments received have been fed into revisions of these draft financial statements.

REPORT:

A draft of the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for Council for the year ended 30 June 2020 are attached to this report to be referred for audit.

The draft 2019/20 Financial Statements were presented at the 9 September 2020 Audit & Risk Committee meeting where it was resolved that:

- (1) That the Audit & Risk Committee note the report.*

Our Governance No. 73 Cont...

- (2) *That any comments/suggestions from the Audit & Risk Committee be incorporated into the final version of the Draft Financial Statements to be presented to Council at the September Council Meeting.*
- (3) *That the Audit & Risk Committee recommends to Council that at the September Ordinary Council meeting the draft set of Financial Statements (including any changes identified under recommendation 2) be referred to Council's Auditors for Audit.*

Some formatting changes were recommended at the Audit & Risk Meeting which have been incorporated into the final draft document.

Once the 2019/20 Financial Statements have been audited, the Auditor's Reports and analysis will be presented to Council and the public at Council's Ordinary Meeting to be held on 25 November 2020, in accordance with Section 419 (1) of the Local Government Act 1993 (as amended).

Overall Result:

The draft Income Statement identifies a profit of \$5.999M (\$10.270M in 2018/19).

Council's draft operating position excluding capital income and capital contributions is showing a deficit of \$340K compared with a \$831K surplus in 2018/19.

It should be noted that this is a **preliminary result** and is still to be audited. The Audited Financial Statements will be presented to Council in November 2020 is possible subject to the anticipated audit timeframes being met.

As mentioned, these are draft statements and there will no doubt be some changes to figures over the coming weeks and based on input from the Auditors, but overall it is expected that the ratios in the General Purpose Financial Statements should remain similar to their current position.

Water and Sewer Fund Results

As per the draft Special Purpose Financial Statements, the Sewer Fund has made a draft surplus of \$771K (\$439K in 2018/19) excluding capital income and the Water Fund has made a draft deficit of \$329K (\$279K deficit in 2018/19) excluding capital income.

Certification

Under section 413(2)(c) of the Local Government Act 1993 (as amended), before audit certificates can be issued, it is necessary for Council to adopt a resolution to be attached to the Financial Statements stating that:

Council's Annual Financial Statements and Special Purpose Finance Statements are being prepared in accordance with:

- The Local Government Act 1993, (as amended) and the Regulations made thereunder;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- The Local Government Code of Accounting Practice and Financial Reporting.

These statements must be signed by the Mayor, one (1) other Councillor, the Chief Executive and the Responsible Accounting Officer.

Our Governance No. 73 Cont...

A copy of the required statement to be signed is included in the attached draft Financial Statements. It has been assumed, similar to past practice, that the Mayor and Deputy Mayor will sign this statement in conjunction with the Chief Executive and Manager Finance & Technology as the Responsible Accounting Officer. It should be noted that the unaudited Financial Statements reflect an opinion only, and are not legally binding.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

The Audited Financial Statements form part of Council's Annual Report and therefore represents an integral part of the Integrated Planning and Reporting Framework. The Audited Financial Statements provide an important avenue for the review of Council's progress by any interested stakeholders including the Community and Council is required to exhibit the audited Financial Statements.

It is a requirement that as soon as practicable after receiving a copy of the Auditor's report, that the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present its Audited Financial Statements, together with the Auditor's report. As advised above, this should occur at the November Ordinary Council Meeting.

2. Policy and Regulation

There are no Policy issues arising out of this report.

3. Financial (Annual Budget & LTFFP)

The Financial Statements are Council's primary form of review on Council's sustainability and the financial performance of Council throughout the reporting period. For this reason, they remain a crucial part of the performance measurement framework and the financial performance as disclosed should be a serious consideration in any future decision making.

4. Asset Management (AMS)

There are no specific asset management issues arising out of this report but Council is aware of a number of issues in relation to Timber Bridges, Waste Management and the Water Filtration Plant.

5. Workforce (WMS)

There are no workforce issues arising out of this report.

6. Legal and Risk Management

The preparation, audit and review of Council's Financial Statements ensure compliance with:

- The Local Government Act 1993, (as amended) and the Regulations made there under;
- The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board;
- The Local Government Code of Accounting Practice and Financial Reporting.

7. Performance Measures

There are no performance measure issues arising out of this report.

Our Governance No. 73 Cont...

8. Project Management

There are no project management issues arising out of this report.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Paul Della, Manager Finance & Technology	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	1 Attachment 27 (Attachment Booklet 6) - Draft Financial Statements 2019-20	104 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV74/20
Subject:	FINANCE & ACCOUNTS - PERIOD ENDED 31 AUGUST 2020

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council is a financially sustainable organisation, delivering value services to the Community.
CSP Delivery Program	Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.

SUMMARY

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

OFFICER'S RECOMMENDATION:

That Council receive and note the Finance and Accounts Report for the period ended 31 August 2020.

BACKGROUND

In accordance with Clause 212 of the Local Government (General) Regulation 2005 the Responsible Accounting Officer must provide a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

REPORT:

A reconciliation of cash books of all funds has been carried out with the appropriate bank statements. A certified schedule of all Council's investments showing the various amounts invested is shown as an attachment to this report.

(a) Reconciliation of Accounts

A reconciliation of the cash books of all funds have been carried out with the appropriate bank statements as at 31 August 2020.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$4,216,051.53	Credit
General Trust	\$ 313,266.50	Credit

Our Governance No. 74 Cont...

(b) Summary of Investments

The attachment to this report is a certified schedule of all Council's investments as at 31 August 2020 showing the various invested amounts and applicable interest rates.

Concealed Water Leakage Concession Policy Update

For the month of August 2020 no concessions were granted under Council's Concealed Water Leakage Concession Policy.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Investment Policy (Policy Statement 1.091)
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Ministerial Investment Order
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Paul Della; Jessica Wild
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer
Department:	Office of the Chief Corporate Officer
Attachments:	1 Investment Report as at 31 August 2020

1
Page

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 31 AUGUST 2020

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount	Percentage Exposure
NAB	AA-	30 Days	25/Sep/20	0.45%	3,000,000.00	40.69%
TOTAL NAB INVESTMENTS					3,000,000.00	40.69%
Commonwealth Bank	AA-	At Call		0.75%	1,372,822.15	18.62%
Commonwealth Bank	AA-	3 Months	29/Sep/20	0.62%	3,000,000.00	40.69%
TOTAL CBA INVESTMENTS					4,372,822.15	59.31%
INVESTMENTS TOTAL					7,372,822.15	100.00%

Summary

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

Responsible Accounting Officer

By:

P. Della

* Except as highlighted in the associated Council Report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV75/20
Subject:	CAPITAL EXPENDITURE REPORT AS AT 31 AUGUST 2020

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council is a financially sustainable organisation, delivering value services to the Community.
CSP Delivery Program	Collaborate and deliver resources with other organisations to ensure a variety of cost effective services across the service area.

SUMMARY

The purpose of this report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This report outlines Council's financial progress against each project.

OFFICER'S RECOMMENDATION:

That Council receive and note the Capital Expenditure Report for the period ended 31 August 2020.

BACKGROUND

The Capital Expenditure report indicates to Council the financial progress of each project against the forecast expenditure for that project. The information has also been set out to show which Council service the expenditure relates to.

REPORT:

There are no significant variances at this stage of the Financial Year which is to be expected. Staff have been reminded however to proceed with their capital projects as early as possible in the year, so that the funds can be spent within the financial year as per the operational plan and budget. This will avoid excessive carry forward projects across financial years.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

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

3. Financial (Annual Budget & LTFP)

Nil.

Our Governance No. 75 Cont...

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:

Paul Della; Jessica Wild

Approved/Reviewed by Manager:

Kylie Smith, Chief Corporate Officer

Department:

Office of the Chief Corporate Officer

Attachments:

1 Attachment 28 (Attachment
Booklet 6) - Capital Expenditure
Report as at 31 August 2020

3
Pages

(ITEM RC21/20) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC

REPORT BY: Greg Sauer

The following items is attached for information:

- Minutes of Region 11 – 14 August 2020
- Murray Darling Association Delegate’s Report – August 2020

RECOMMENDATION

That Council receive and note the Delegate’s report for the Murray Darling Association Inc. for August 2020.

ATTACHMENTS

- | | | |
|----------|---|---------|
| 1 | MDA - Minutes of Region 11 - 14 August 2020 | 4 Pages |
| 2 | MDA - Delegates Report for tabling to Council - August 2020 | 2 Pages |



Murray Darling Association Inc.

admin@mda.asn.au

www.mda.asn.au

T (03) 5480 3805

ABN: 64 636 490 493

463 High Street

P.O. Box 1268

Region 11 Meeting
1:33pm, Friday 14 August, 2020
Gunnedah Shire Council and Via Zoom

MINUTES – 14 AUGUST 2020

1. ATTENDANCE

1.1 Present

Cr John Campbell - Chair	Gunnedah Shire Council
Emma Bradbury#	Chief Executive Officer, Murray Darling Association
Cr Jamie Chaffey	Gunnedah Shire Council
Mr Andrew Johns	Gunnedah Shire Council
Cr Greg Sauer #	Tenterfield Shire Council
Cr Doug Hawkins #	Liverpool Plains Shire Council
Cr Peter Petty#	Tenterfield Shire Council
Sally Dickenson*#	Murray-Darling Basin Authority

* Non-member– attendance by invitation

Attendance by teleconference/ZOOM

1.2 Apologies

Cr Frances Young	Gwydir Shire Council
------------------	----------------------

Action: That the apologies be accepted Move G Sauer/J Campbell Carried

2. WELCOME – Meeting commenced at 13:33

Welcome and Acknowledgment of Country from Cr John Campbell
Welcome from Mayor Jamie Chaffey

3. DECLARATIONS OF INTEREST

Nil

4. MINUTES

Motion: That the minutes of the Region 11 Ordinary Meeting held on 11 June 2020 as typed and circulated, be confirmed as a true record of the proceedings of that meeting.

Action: Move G Sauer/ J Chaffey Carried

5. REPORTS

5.1 Chief Executive Officer

- As per online Report - [CEO Report](#)
- Memberships – Value and importance of individual memberships. It is an issue that is constantly being focused on. Rules provide for individual members to join MDA. However, this should be monitored carefully to ensure members are able to make a strong contribution.
- 26-28 July attended meetings in Canberra with a variety of organisations to discuss similar topics.
- Motions reflect the actions that can be taken for the communities across the Basin.
- Final review of annual report taking place at the Board Meeting on Monday and will be released shortly.
- Annual Conference – The CEO discussed guest speakers who will feature at the Conference. The registration cost has been revised to encourage more members and individuals to attend the virtual conference.
- Cr Petty had a question regarding the previous month CEO Report regarding the regional boundaries. The CEO advised that MDA regional boundaries are a matter of historic and was based on communities of interest. Over the past years, MDA have realised it is not serving the purpose any longer. Drafting of the first discussion paper has commenced - catchment areas, Economic Development and LGA areas.
 - Mayor Jamie Chaffey would like to forward some information to MDA regarding the upcoming Namoi Economic Supply Chain Project - Govt/Business Presentation (ZOOM Meeting taking place on Monday 17 August) and would also like the CEO to attend so that the MDA are able to stay abreast to the information and the project which is worth \$4million over 4 years.

5.2 MDA Board Meeting

- As per previous [Minutes](#)

Chief Executive Officer left the meeting at 1.45pm

5.3 MDBA Update – Sally Dickenson

- Thanked the group for the opportunity to join the meeting.
- The NSW Department of Planning, Industry and Environment's recently published 'Assessment of take and protection during first flush flows in the Northern Basin'. Public submissions for the draft report closed on Sunday 9 August 2020. A final report will be prepared for submission to the Secretary of the NSW Department of Planning, Industry and Environment, which is due by 7 September 2020.
- The [Minister for Water has announced that Air Chief Marshal Sir Angus Houston AK, AFC \(Ret'd\) has been appointed as the Chair of the Murray Darling Basin Authority for the next four years](#). Sir Angus Houston is the former chief of the Defence Force. There has been a long gap between the term ending for the previous Chair, Neil Andrew, and this appointment.
- The Australian Competition and Consumer Commission's (ACCC) interim report on its inquiry into Murray–Darling Basin water markets has been released. The ACCC was tasked by the Australian Government in August 2019 to recommend

options to enhance markets for tradeable water rights, including options to enhance their operations, transparency, regulation, competitiveness and efficiency. The ACCC is now seeking feedback on its interim findings and recommendations, with the final report due to the Australian Government for consideration at the end of November 2020.

<https://www.accc.gov.au/focus-areas/inquiries-ongoing/murray-darling-basin-water-markets-inquiry/interim-report>

- Remaining NSW Water Resource Plans have been submitted to the MDBA to be assessed prior to being submitted to the minister.
- The NSW Government has launched the Floodplain Harvesting Measurement Policy 2020 for the northern Murray–Darling Basin. The policy applies to landholders in the northern Murray–Darling Basin who will receive a floodplain harvesting water-access license under the NSW Floodplain Harvesting Policy (2018) in 2021 and will allow water harvested from northern Basin floodplains to be accurately and reliably measured for the first time. Floodplain Harvesting Implementation webinar Wednesday, 19 August 2020, 10:30am - 12:30pm. This is a great example of the Basin Plan in action, as it stems from the commitment by NSW to review floodplain harvesting following the MDBA’s Compliance Review in 2017 and its commitment to the Basin Compliance Compact. We are seeing floodplain harvesting in NSW come into the regulated system for the first time and this will eventually be represented in the NSW water resource plans. The engagement package includes a series of informative videos on the work being done and expected outcomes of changes to the way water harvested from floodplains is managed and measured in the northern Murray–Darling Basin.

6. GENERAL BUSINESS

6.1 Region 11 Naming Convention

- There are certain mentions in the MDA records as region 11 being “Northern Rivers”. Those in attendance agreed that the Region can and should be called “New England and North West” wherever it is necessary. The Northern Rivers is considered as a geographical location on the Eastern side of the dividing ranges.

6.2 Online Water Dashboard

- Website – www.waterinsites.watarnsw.gov.au – released and updated by DPI

6.3 National Conference

- As previously discussed by the CEO.

Standing orders were suspended at 2.13pm whilst waiting for Dr. Lindsay White to join the meeting. Andrew Johns left the meeting at 2.16pm

Standing Orders resumed at 2.30pm

7. PRESENTATIONS

7.1 Dr. Lindsay White

- Dr White presented on:
 - Who does what in the water space in the northern Basin;
 - The role of the Commonwealth Environmental Water Holder;
 - The water managed – licences previously used for irrigation;
 - The example of water management in the last four years;

- Plans for the coming year for use of Commonwealth water for the environment; and
- Links between the Commonwealth Environmental Water Office and communities and councils.

Summary brochure for the Water Management Plan – northern Basin:

<https://www.environment.gov.au/system/files/resources/19ef8108-b607-4988-b67d-080ed596dfe3/files/northern-murray-darling-basin-water-environment-20-21-planning-overview.pdf>

Full Water Management Plan:

<https://www.environment.gov.au/water/cewo/publications/water-management-plan-2020-21>

Examples of community ‘updates’

- Lower Balonne: <https://www.environment.gov.au/water/cewo/catchment/lower-balonne-updates>
- Gwydir: <https://www.environment.gov.au/water/cewo/catchment/gwydir-valley-river-refuge-pool-flow>
- Namoi: <https://www.environment.gov.au/water/cewo/catchment/namoi/catchment-updates>
- Border Rivers and Gwydir together as part of the Northern Fish Flow into the Barwon: <https://www.environment.gov.au/water/cewo/catchment/northern-fish-flow-2019>
- Monitoring (Basin-wide): <https://flow-mer.org.au/>

A copy of Dr White’s presentation will be available to Member Councils upon request.

8. NEXT MEETING

To be held on Friday 13 November at 1:00pm

9. CLOSE

The meeting closed at 3.13pm

MDA Delegate's Report for tabling at council August 2020



The Murray Darling Association (MDA) is Australia's peak body representing local government across the Murray-Darling Basin. The following delegate's report provides a detailed report for tabling at council, including a summary of MDA Board Meeting 400, CEO's report, region meetings and the latest edition of the Basin Bulletin.

1. MDA Board Meeting 400

The Murray Darling Association held its Ordinary Meeting of the Board Meeting 400 on Monday 20th of July 2020. The minutes are now available [here](#).

Key motions include:

Motion 5.2: That the Board:

- a) adopt the Strategic Plan – Vision 2025
- b) approve a public launch of the document.
- c) Conduct a workshop to discuss operational and monitoring & evaluation components of the plan, facilitated by Karen Legge Consulting

D Thurley / J MacAllister

Carried

Motion 5.8: That the MDA continue to work with the Acting Manager of Water Relationships, DPIE Water Group Peter Hansen, and with the Department to

- a) Notify our networks and communities of upcoming consultation and engagement activities scheduled by the DPIE
- b) Urge NSW DPIE to revise its Water Stakeholder and Community Engagement Policy to more actively involve and collaborate with communities, as described in the IAP2 Spectrum.
- c) Invite NSW DPIE to collaborate with the MDA in the development of an agreed community consultation standard.

P Raison / J Campbell

Carried

2. CEO's Report

Vision 2025: The way forward for Basin communities

The much-anticipated final draft of the Strategic Plan 2020-2025 Murray Darling Association: **Vision 2025** was adopted by the board this month and is now available [online](#).

Vision 2025 represents the culmination of almost 2 years of consultation and engagement with you, our members, and stakeholders, and is the next step in defining the powerful identity, purpose, and vision of the MDA as we face a dynamic future ahead. I thank you for your incredible contribution to it.

MDA 76th National Conference & AGM

Themed **Local Leadership: A National Priority**, the MDA's 76th National Conference & AGM will be delivered as a fully virtual event, exploring the relationship between Basin councils and our national plans and priorities.

We are actively encouraging not only councillors but also executive staff and officers to register for this amazing event.

With keynote speakers including Professor Tim Flannery and author Bruce Pascoe joined by senior politicians and public servants, authors, experts and community leaders to talk through solutions for the Basin's future and the critical role that local communities play, this is a must-see for everyone at council.

The cost for 10 registrations will be less than the cost of sending a single person to a traditional conference, giving terrific value to our councils across the footprint and support for the amazing line-up of speakers assembled. We are targeting 10 registrations per council. We invite you to **register early and register often!!**

Register now: <https://cvent.me/aQzwae>

For more information, a comprehensive CEO's report is available [here](#).

3. Region Meetings

Region meetings are an important platform for Basin communities to collaborate and work together within and across their regions. The following region meetings were held throughout the June to August 2020 period:

Region	Meeting Type	Date	Minutes
Region 8	Ordinary Meeting	26 June 2020	Available here
Region 9	AGM & Ordinary Meeting	26 June 2020	Available soon
Region 10	Ordinary Meeting	21 July 2020	Available soon
Region 6	Ordinary Meeting	7 August 2020	Available soon
Region 11	Ordinary Meeting	14 August 2020	Available soon

4. Basin Bulletin Issue 36 – July Newsletter

The MDA publishes the Basin Bulletin newsletter monthly. This month's newsletter (Issue 36) included the following stories:

- Officially launch of the 76th MDA National Conference and AGM registration page
- Updates on the latest Basin reports
- Summary of the latest Basin news
- The latest CEO report

Basin Bulletin Issue 36 can be accessed [here](#). To receive the next edition of the Basin Bulletin, please register on the MDA website (www.mda.asn.au) or [email](#) MDA Comms and Engagement Officer Jess to request to be added to the distribution list.

(ITEM RC22/20) REPORTS OF COMMITTEES & DELEGATES - AUDIT & RISK COMMITTEE - 9 SEPTEMBER 2020

REPORT BY: Erika Bursford

A meeting of the Audit & Risk Committee was held on Wednesday, 9 September 2020. Minutes of the meeting are attached.

RECOMMENDATION

That the report of the Audit & Risk Committee of 9 September 2020 be received and noted.

ATTACHMENTS

1 Minutes of Meeting 3 Pages



**MINUTES OF
AUDIT & RISK COMMITTEE MEETING
WEDNESDAY, 9 SEPTEMBER 2020**

MINUTES OF THE **Audit & Risk Committee Meeting** OF TENTERFIELD SHIRE held via Zoom on Wednesday, 9 September 2020 commencing at 1.03pm

ATTENDANCE

Councillor Peter Petty (Mayor)
Councillor Don Forbes via Zoom
Mr Peter Sheville - Independent External Member via Zoom
Mr Geoff King - Independent External Member & Chair via Zoom
Mr Andrew Page - Independent External Member via Zoom

ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)
Chief Corporate Officer (Kylie Smith) via Zoom
Manager Finance & Technology (Paul Della) via Zoom
Manager Customer Service, Governance & Records (Erika Bursford) via Zoom
Administration & Web Assistant (Christie Fitzpatrick)
Management Accountant (Jess Wild) via Zoom
Financial Advisor (Igor Ivannikov) via Zoom

Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.

This is page 1 of the Minutes of the Audit & Risk Committee held on Wednesday, 9 September 2020

DISCLOSURE OF INTERESTS

That Committee members now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

Name	Interest
Mr Geoff King	<ul style="list-style-type: none"> • Independent Member of the City of Gold Coast Audit Committee • Independent Member of the Central Highlands Regional Council Audit Committee • Independent Chair of the Mt Isa City Council Audit & Risk Management Committee • Member of the Business Information Systems Advisory Committee for the University of Queensland School of Business
Mr Peter Sheville	<ul style="list-style-type: none"> • Partner, BDO Thailand • Chair, Mackay Regional Council Audit Committee

APOLOGIES

Resolved that the apologies for Wes Hoffman, Manager HR, Workforce Development & Safety and Chris Harper, Audit Office of NSW be received and noted. Also noted that Officers from Forsyths Accounting advised there was no need for their attendance at this meeting.

(Geoff King/Peter Petty)

CONFIRMATION OF MINUTES

Resolved that the minutes of the Audit & Risk Committee meeting held on Wednesday 17 June 2020, as circulated, be confirmed and signed as a true record of the proceeding of the meeting.

(Peter Petty/Geoff King)

(ITEM CEO21/20) DRAFT 2019/2020 FINANCIAL STATEMENTS

SUMMARY

The purpose of this report is to provide a copy of the Draft 2019/20 Financial Statements to the Audit & Risk Committee for feedback and to seek the Audit & Risk Committee’s endorsement for Council to refer the Financial Statements for Audit at the September Council meeting.

Resolved

- (1) That the Audit & Risk Committee note the report.
- (2) That the comments and suggestions from the Audit & Risk Committee be considered and incorporated into the final version of the Draft Financial Statements to be presented to Council at the September Council Meeting.

MINUTES OF AUDIT & RISK COMMITTEE

9 SEPTEMBER 2020

- (3) That the Audit & Risk Committee recommends to Council that at the September Ordinary Council meeting, the draft set of Financial Statements (including any changes identified under recommendation) be provided to Council's Auditors for audit.

(Peter Petty/Don Forbes)

Andrew Page left the meeting and did not return, the time being 1.28 pm.

(ITEM CEO22/20) 2019/20 INTERIM AUDIT MANAGEMENT LETTER

SUMMARY

The purpose of this report is to provide the Audit & Risk Committee with a copy of the Interim Audit Management Letter which highlights any issues identified by the NSW Audit Office throughout the course of the interim audit that may require the attention of Management (and the Audit Committee). Such findings are given a risk rating to enable prioritisation of resources by Management in addressing matters raised.

Resolved

That the Audit & Risk Committee receive and note the report.

(Peter Petty/Don Forbes)

(ITEM CEO23/20) NSW AUDIT OFFICE - SURVEY OF FINANCIAL AUDIT CLIENTS

SUMMARY

The purpose of this report is to provide the Audit & Risk Committee with a copy of Tenterfield Shire Councils response to a survey conducted by the Audit Office of NSW into the 2018/19 Audit process.

Resolved

That the Audit & Risk Committee note the report.

(Peter Sheville/Geoff King)

There being no further business the Chair declared the meeting closed at 1.38 pm.

.....
Geoff King
Chairperson

Department:	Office of the Chief Executive
Submitted by:	Councillor Bob Rogan
Reference:	ITEM NM7/20
Subject:	NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Community - COMM 2 - Health and quality of life are supported by a wide range of recreation and leisure opportunities.
CSP Strategy:	Partner with health agencies and community organisations to promote healthy lifestyles and facilities supporting good health.
CSP Delivery Program	Identify and pursue opportunities to increase usage of open spaces assets throughout the Shire.

SUMMARY

The purpose of this motion is to provide the opportunity to open up the Tenterfield town dam for limited recreational use.

RECOMMENDATION:

That Council investigate the opportunities that may be available near and including the town dam for recreational activities with a view to producing a master plan for presentation to the council and subsequently the community.

BACKGROUND

Tenterfield town water supply (dam) has, in recent times, undergone major upgrades that include: a strengthening of the dam wall, replacement of outflow valve, a clean out of the dam edges to increase capacity, installation of aeration system and surveys to determine depth and disposition of silt. In the pre installation stage I.E. a tender is being sought, is a new modern and more capable water treatment plant. Once operational the new plant will treat town water to the highest standard now and well into the future, more that satisfying NSW Health and other government department requirements.

There is council owned land adjacent to as well as in the near vicinity of the dam. This includes the dam edge /reserve, Ottobeuren Park and adjacent area to the East of Scrub Road, the Land occupied by the Archery Club, the land on the Northern corner of Scrub and Billirimba roads. Also, the town common.

The land on the Northern corner of the intersection of Scrub and Billirimba roads in particular has been unused for decades. Land on the eastern edge of Scrub road is used as a storage area mainly to stock pile soil removed from around the dam. In short, the area to the north of the dam is underutilized.

REPORT:

Improvements may provide the opportunity to open up the dam for limited recreational use. Some ideas have already been put forward, especially the idea of a boardwalk along sections of the dam's edge.

Tourism is taking on more importance that ever before especially with the need to be on the front foot for when the highway bypass is complete.

Notice of Motion No. 7 Cont...

There are other reasons equally important that include the need to provide top class facilities for locals and visitors alike. Tenterfield is undergoing change right now, much of which is aimed at attracting people to the town / the Shire, both visitors and permanent residents. There are exciting projects beginning to take place such as The Monument Project and the Art Trail along Tenterfield Creek.

Tenterfield Shire Council has recently endorsed the idea of introducing mountain bike trails to the area and states that Tenterfield itself is to be a central hub. Access to Tenterfield from South East QLD is improving all the time with the sealing of Mt Lindesay Road and Legume to Woodenbong road works contributing to easier access.

The establishment of a precinct for recreational activities with Tenterfield Dam as the center point would enhance the overall attraction of Tenterfield including for visiting clubs.

Suggested activities/facilities could include:

1. Boardwalk
2. Toilet
3. Car parking
4. Fishing
5. Kayaking
6. Paddle boats (no power boats)
7. Bush walking
8. Photography
9. Cycling including a training area for Mountain bike or BMX
10. Picnics
11. Bird watching
12. Disabled access
13. And simply relaxing by the water

But at present the many different ideas and aims of council for the general precinct aren't connected in a cohesive way.

Cr Bob Rogan
Councillor

Prepared by:

Cr Bob Rogan

Attachments:

There are no attachments for this report.

Department:	Office of the Chief Executive
Submitted by:	Councillor Bob Rogan
Reference:	ITEM NM8/20
Subject:	NOTICE OF MOTION - EVENT FOR THE TENTERFIELD MOUNTAIN BIKE CLUB

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 1 - Tenterfield Shire is a vibrant, welcoming and safe community.
CSP Strategy:	Develop major cultural and community events and festivals in partnership with the community and other stakeholders.
CSP Delivery Program	Enrich the community by supporting a variety of diverse cultural events and activities.

SUMMARY

The purpose of this motion is to approach the newly formed Tenterfield Mountain Bike Club with a suggested format and initial route planning for an event suitable for the Club to hold locally.

RECOMMENDATION:

That Council make an approach to the newly formed Tenterfield Mountain Bike Club (Saddlers Mountain Bike Club) with a suggested format and initial route planning for an event suitable for the Club to hold locally. The event being a tour designed for mountain bikes that would bring riders and others to Tenterfield.

BACKGROUND

The sport of mountain biking is gaining a lot of interest within Tenterfield and surrounding communities at present. With the emergence of Angry Bull Trails (a non-profit group) dedicated to the introduction and ongoing support of mountain biking in the Shire and also the formation of a mountain bike club in Tenterfield, all bodes well for the future of this sport within the region.

(It should be noted that the two above mentioned groups are totally separate from each other.)

Recently in an update to the community on local economic development and tourism, Council has spoken of the push to bring mountain biking to Tenterfield. I am of the understanding that there has been circa 140,000 people view one Facebook post regards mountain biking in Tenterfield and 3,000 submissions in response to a RDA-NI survey. (Tenterfield Shire Council has commissioned a business case to be carried out by Regional Development Australia (RDA).)

The economic impact, if this is a sign of the support and interest to come, could possibly surpass any other tourism related activities foreseen for Tenterfield. It is important therefore that organisations like the newly formed mountain bike club are encouraged.

Notice of Motion No. 8 Cont...

REPORT:

All community sporting clubs starting out could do with some help at the beginning. One way to help put any club on the map and provide some much-needed funds early is to start out with an introductory event.

The mountain bike club would be no different and an event advertised to a wide area outside the Shire would provide an indication of the level of interest early in the process. Support by Council for such an even could take the form of expediting any assessment of a Development Application to hold an event, providing the NSW Government Guide to holding events, providing the use of Council owned land at the airfield as a start and finish point, and promoting through Council's normal media.

The intention is for the bike club to organise and host the event if they decide to go ahead.

The suggestion is to use two routes (see attached maps):

1. **Advanced /experienced** - 79 kilometres beginning at Tenterfield airfield travel west along the dirt to the southern end of Donnybrook State Forest. Traverse trails through the forest before arriving at Bruxner Way. Continue west along Bruxner Way for approximately 5 kilometres before turning south down Mole Station Road. Continue until you are travelling north along Woodside Road. Continue up Woodside Road to the T junction with Gunya Road and turn right into Gunya Road. At Kildare Road turn left and keep going until you are back out on Bruxner Way. West along Bruxner Way for about 2 kilometres and then turn right back towards the airfield and the finish.
2. **Less experienced /beginner** - 51 kilometres; also beginning at Tenterfield airfield. This shorter course starts off also by travelling west along the unsealed road to Bruxner Way and then after a short distance turns off and continues south down Woodside Road to Gunya Road. From the T junction with Gunya Road, the route follows along the same as the later stage of the longer route until back at Tenterfield airfield.

These are suggested routes and could be easily varied; preferably avoiding the higher speed zones where possible.

Funding under the NSW local sports program is now open and monies are available for this electorate. The holding of suitable sports events is included in the eligible list. This information has been passed to the Tenterfield bike club.

Although the organisation of sports events is by nature a function of the sport involved, Council could show support for this exciting new venture that is trying to gain a start in Tenterfield and this recommendation is one small way of doing that.

Regulatory Requirements

A special event (in traffic management terms) is any planned activity that is wholly or partly conducted on a road, requires multiple agency involvement, requires special traffic management arrangements, and may involve large numbers of participants and/or spectators. Examples are marathons, fun runs, cycling events, parades, marches and street market days.

Notice of Motion No. 8 Cont...

It is recommended that events or groups including cyclists that use public roads that are organising a special event should consider the requirements of holding public liability insurance, notification to emergency services etc.

See the NSW Government Guidelines (Attachment 29 (Attachment Booklet 7)). This Guide describes the process in detail. It is written for Event Organisers, Venue Managers, Police, Councils, RMS/TMC and anyone else with an interest in traffic and transport management for a Special Event.

It details risk management, public liability, the role of Councils, Police, RMS/TMC and anyone else with an interest in traffic and transport management for a Special event.

There are also fees as outlined in Council's Fees & Charges.

**Cr Bob Rogan
Councillor**

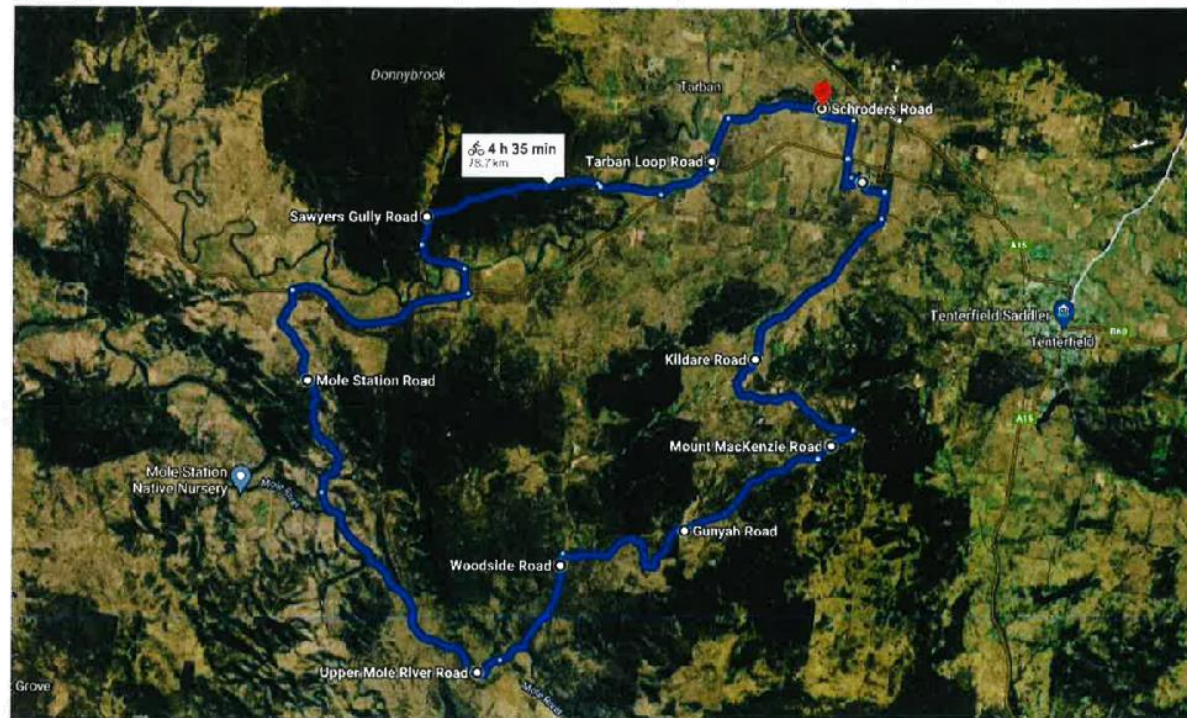
Prepared by:

Cr Bob Rogan

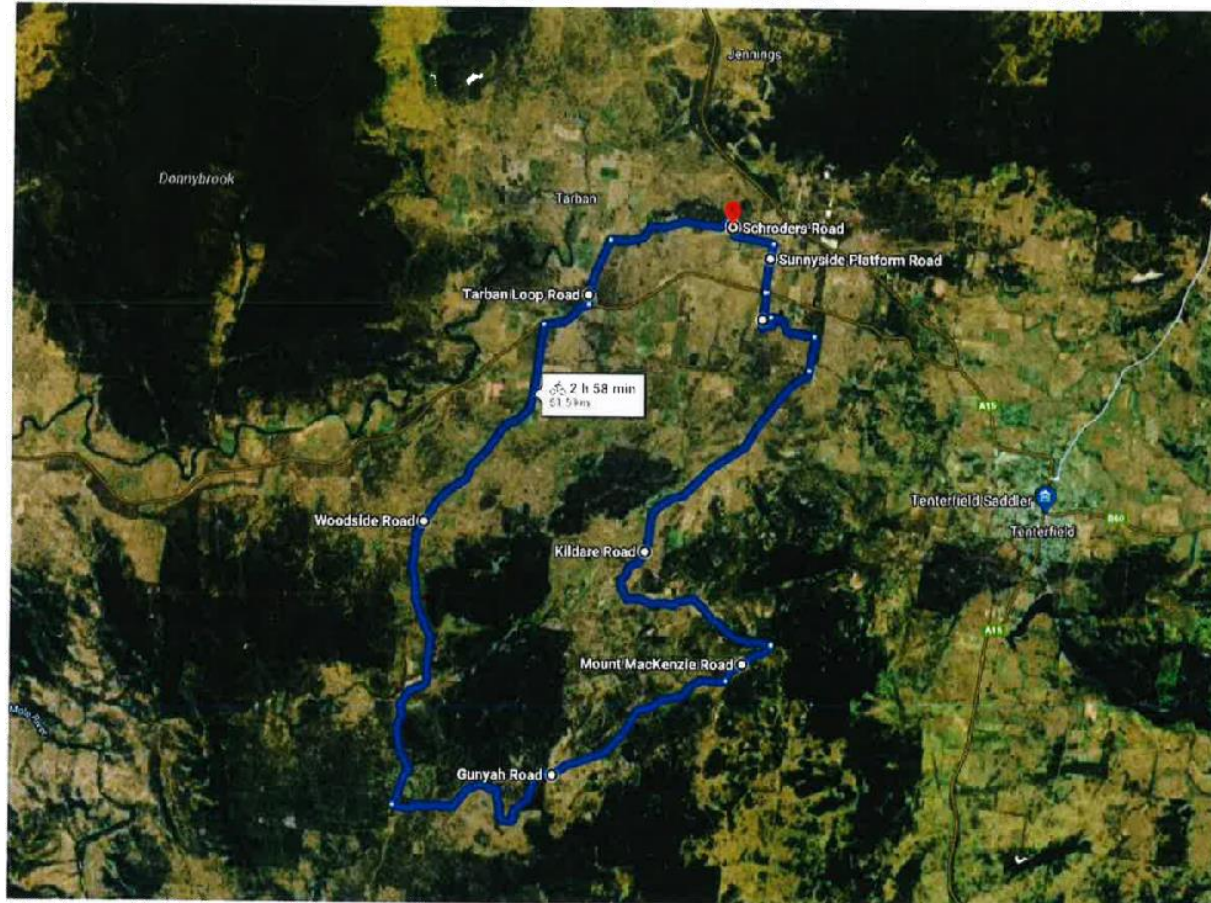
Attachments:

1 Long Route - Map & Terrain	2 Pages
2 Short Route - Map & Terrain	2 Pages
3 Attachment 29 (Attachment Booklet 7) - Guide to Traffic & Transport Management for Special Events	98 Pages









Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM RES8/20
Subject:	COUNCIL RESOLUTION REGISTER - SEPTEMBER 2020

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.
CSP Delivery Program	Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all resolutions of Council previously adopted and yet to be finalised.

OFFICER'S RECOMMENDATION:

That Council notes the status of the Council Resolution Register to September 2020.

Terry Dodds
Chief Executive

Prepared by staff member:	Noelene Hyde, Executive Assistant & Media	
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 30 (Booklet 8) - Resolution Register - September 2020	30 Pages