



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

## **BUSINESS PAPER**

### **ORDINARY COUNCIL MEETING**

### **WEDNESDAY, 16 DECEMBER 2020**

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 3.3 of Council's Code of Meeting Practice that an **Ordinary Council Meeting** will be held in the RSL Pavilion, rear Memorial Hall, Molesworth Street, Tenterfield, on **Wednesday, 16 December 2020** commencing at **9.30 am**.

**Please note COVID-19 Regulations apply:**

**Due to the size of the venue and current Office of Local Government regulations, there is no capacity for members of the public to attend in person. Due to social distancing requirements some Councillors and staff members will attend the meeting via audio/visual (Zoom Meeting).**

**A recording of the meeting will be placed on Council's website as soon as practicable at the conclusion of the meeting.**

Terry Dodds  
**Chief Executive**

## COMMUNITY CONSULTATION – PUBLIC ACCESS

**Community Consultation (Public Access) relating to items on this Agenda can be made between 9.30 am and 10.30 am on the day of the Meeting. Requests for public access should be made to the General Manager no later than COB on the Monday before the Meeting.**

Section 8 of the Business Paper allows a period of up to 30 minutes of Open Council Meetings for members of the Public to address the Council Meeting on matters INCLUDED in the Business Paper for the Meeting.

Members of the public will be permitted a maximum of five (5) minutes to address the Council Meeting. An extension of time may be granted if deemed necessary.

Members of the public seeking to represent or speak on behalf of a third party must satisfy the Council Meeting that he or she has the authority to represent or speak on behalf of the third party.

Members of the public wishing to address Council Meetings are requested to contact Council either by telephone or in person prior to close of business on the Monday prior to the day of the Meeting. Persons not registered to speak will not be able to address Council at the Meeting.

Council will only permit two (2) speakers in support and two (2) speakers in opposition to a recommendation contained in the Business Paper. If there are more than two (2) speakers, Council's Governance division will contact all registered speakers to determine who will address Council. In relation to a Development Application, the applicant will be reserved a position to speak.

Members of the public will not be permitted to raise matters or provide information which involves:

- Personnel matters concerning particular individuals (other than Councillors);
- Personal hardship of any resident or ratepayer;
- Information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
- Commercial information of a confidential nature that would, if disclosed:
  - Prejudice the commercial position of the person who supplied it, or
  - Confer a commercial advantage on a competitor of the Council; or
  - Reveal a trade secret;
- Information that would, if disclosed prejudice the maintenance of law;
- Matters affecting the security of the Council, Councillors, Council staff or Council property;
- Advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- Information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- Alleged contraventions of any Code of Conduct requirements applicable under Section 440; or
- On balance, be contrary to the public interest.

Members of the public will not be permitted to use Community Consultation to abuse, vilify, insult, threaten, intimidate or harass Councillors, Council staff or other members of the public. Conduct of this nature will be deemed to be an act of disorder and the person engaging in such behaviour will be ruled out of order and may be expelled.

## CONFLICT OF INTERESTS

**What is a "Conflict of Interests"** - A conflict of interests can be of two types:

**Pecuniary** - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

**Non-pecuniary** - a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

### **Remoteness**

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

**Who has a Pecuniary Interest?** - A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- Another person with whom the person is associated (see below).

### **Relatives, Partners**

A person is taken to have a pecuniary interest in a matter if:

- The person's spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. "Relative", in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse;
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

### **No Interest in the Matter**

However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

### **Disclosure and participation in meetings**

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
  - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
  - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

**No Knowledge** - A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

### **Participation in Meetings Despite Pecuniary Interest (S 452 Act)**

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

**Non-pecuniary Interests** - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

### **Disclosures to be Recorded (s 453 Act)**

A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub-Committee must be recorded in the minutes of the meeting.

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## ORDER OF BUSINESS

1. Opening & Welcome
2. Civic Prayer & Acknowledgement of Country
3. Apologies
4. Disclosure & Declarations of Interest
5. Confirmation of Previous Minutes
6. Tabling of Documents
7. Urgent, Late & Supplementary Items of Business
8. Community Consultation (Public Access)
9. Mayoral Minute
10. Recommendations for Items to be Considered in Confidential Section
11. Open Council Reports
  - Our Community
  - Our Economy
  - Our Environment
  - Our Governance
12. Reports of Delegates & Committees
13. Notices of Motion
14. Resolution Register
15. Confidential Business
16. Meeting Close

# AGENDA

## WEBCASTING OF MEETING

This meeting will be 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.

### 1. OPENING & WELCOME

#### 2. (A) OPENING 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."*

#### (B) 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."*

### 3. APOLOGIES

### 4. DISCLOSURES & DECLARATIONS OF INTEREST

### 5. CONFIRMATION OF PREVIOUS MINUTES

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### 8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

## **9. MAYORAL MINUTE**

## **10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION**

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### ***OUR ECONOMY***

Nil

### ***OUR ENVIRONMENT***

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| (ITEM ECO23/20) | SALE OF LOT 4 - TENTERFIELD INDUSTRIAL ESTATE<br>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. |  |
| (ITEM COM36/20) | PROPOSAL TO LEASE LOTS 2, 3 AND 4 SECTION 37 DP758959 - CORNER FRANCIS STREET AND DOUGLAS STREET, TENTERFIELD<br>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)) 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.                                                    |  |
| (ITEM ECO24/20) | ACQUISITION OF PART OF PRIVATE LAND IN MOLESWORTH STREET, TENTERFIELD FOR CONSTRUCTED CYCLEWAY - UPDATE<br>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 ENV24/20) TENTERFIELD WATER TREATMENT PLANT - TENDER ASSESSMENT

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.

**16. 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 MIN15/20) CONFIRMATION OF PREVIOUS MINUTES**

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**REPORT BY:** Noelene Hyde, Executive Assistant & Media

**RECOMMENDATION**

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

- **Ordinary Council Meeting – 25 November 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 - 25 November 2020 15 Pages

# MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

## MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 25 NOVEMBER 2020

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion, rear Memorial Hall, Molesworth Street, Tenterfield and via Zoom on Wednesday 25 November 2020 commencing at 9.30 am.

**ATTENDANCE**

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

**ALSO IN ATTENDANCE**

Chief Executive (Terry Dodds)  
Executive Assistant & Media (Noelene Hyde)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)  
Manager Economic Development & Community  
Engagement (Harry Bolton)  
Manager Finance & Technology (Paul Della)

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

**APOLOGIES**

**243/20** **Resolved** that the apology of Councillor Michael Petrie be received and accepted.

(Donald Forbes/Brian Murray)

**Motion Carried**

**DISCLOSURE & DECLARATIONS OF INTEREST**

Nil

**(ITEM MIN14/20) CONFIRMATION OF PREVIOUS MINUTES**

**244/20** **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 28 October 2020

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

(Bob Rogan/Brian Murray)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil

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

**245/20** **Resolved** that the Confidential Addendum Agenda containing Items:

- ECO21/20 – Offer to Purchase Lots 5 & 6 – Tenterfield Industrial Estate
- ECO22/20 – Offer to Purchase Lot 8 – Tenterfield Industrial Estate

be received and considered in the Agenda of the meeting.

(Greg Sauer/Gary Verri)

**Motion Carried**

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

- 9.35 am - Item COM32/20 – Angry Bull Mountain Bike Business Case 2020  
*Mr Joe Smith – Angry Bull Mountain Bikes (via Zoom)*

Mr Smith updated Council on the Angry Bull Mountain Bike proposal, addressing the topics of:

- A Case for Change
- The Challenge
- Opportunities
- Strategic Alliances
- Strategic Alignment

**MAYOR MINUTE**

Nil.

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

**246/20** **Resolved** that the following items be considered in the Confidential Section of this meeting:

- Item GOV94/20 – Chief Corporate Officer – Renewal of Appointment
- Item ECO17/20 – Offer to Purchase Lot 12 -Tenterfield Industrial Estate
- Item ECO18/20 – Offer to Purchase Lot 5 – Tenterfield Industrial Estate  
*(Replace with updated Late Report – Item ECO21/20)*
- Item ECO19/20 – Tender for Bridge Replacement – Kangaroo Creek
- Item ECO20/20 – Tender for Replacement of Deepwater River Bridge
- Item ECO21/20 – Offer to Purchase Lots 5 & 6 – Tenterfield Industrial Estate
- Item ECO22/20 – Offer to Purchase Lot 8 – Tenterfield Industrial Estate

be considered in the Confidential Section of the Meeting.

(Greg Sauer/Gary Verri)

**Motion Carried**

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

**(ITEM COM32/20) REGIONAL ROAD TRANSFER AND ROAD CLASSIFICATION REVIEW**

**SUMMARY**

The purpose of this report is to advise Council on the status of the NSW Regional Road Transfer and Road Classification Review and to provide Council with the information required to resolve to support the Joint Priority Submission for Transfer of Accountabilities of Bruxner Way to the NSW Government. Other Regional roads to be considered for transfer in this report are Mount Lindesay Road and the Clarence Way.

**247/20 Resolved** that Council:

- (1) Support the Joint Priority Submission to the NSW Road Classification Review and Regional Road Transfer for the transfer of Bruxner Way accountabilities to the NSW State Government, in conjunction with Inverell Shire Council, Moree Plains Shire Council and Gwydir Shire Council; and
- (2) Support Kyogle Council as an affected council partner in the priority submission to the NSW Road Classification Review and Regional Road Transfer for the transfer of Mount Lindesay Road and the Clarence Way accountabilities to the NSW State Government; provided that the following conditions are met:
  - (A) The State Government commit to maintaining and upgrading these regional roads to the current level of service as a minimum and funding is not reduced; and
  - (B) Future maintenance of the State controlled regional road network within Tenterfield Shire Council be undertaken under a suitable contractual arrangement (similar to an RMCC) and that Council delivers these works for the NSW Government; and
  - (C) Funding received by Council from State and Federal Government such as FAGS and Roads to Recovery must not be reduced.

(Bob Rogan/Greg Sauer)

**Motion Carried**

**OUR ECONOMY**

**(ITEM ECO16/20) ANGRY BULL MOUNTAIN BIKE BUSINESS CASE 2020**

**SUMMARY**

This report is to present the Regional Development Australia – Northern Inland NSW, Business Case for the Angry Bulls Mountain Bike Trails.

*Noted that Items (1) and (2) of the recommendation will be considered separately.*

**RECOMMENDATION**

That Council:

- (1) Consider the allocation of \$30,000 for a Feasibility Study as per Council Resolution 116/20 Item (b); and
- (2) Commits to supporting the development of mountain biking within the Tenterfield Shire.

(Bob Rogan/John Macnish)

*Ruled by the Chair that this matter lay on the table due to the prior arrangement for Council's Auditor to present the Auditor's Report for 2019/2020.*

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

- 10.00 am – Item GOV90/20 – Presentation of the Financial Statements for the Year Ended 30 June 2020  
*Mr Geoff Allen (Forsythes) – Auditor's Report – Financial Report for 2019/2020 (via Zoom)*

Mr Allen presented the Auditor's Report, stating that Council's accounting records have been kept in accordance with relevant legislation and accounting policies. Further, Mr Allen reported that Council's Financial Statements and Key Performance Indicators for the year ended 30 June 2020 reveal that Council's financial position, while reasonable, declined significantly during the course of 2019/20 because of factors such as the drought and bushfires.

**RESUME - (ITEM ECO16/20) ANGRY BULL MOUNTAIN BIKE BUSINESS CASE 2020**

**AMENDMENT**

Item (2) – add – “within operational constraints”.

(Bronwyn Petrie/Gary Verri)

**Amendment Carried**

**AMENDMENT**

Item (1) – amend as follows – Allocate \$30,000 for Angry Bull Mountain Bike Trail design as per Council Resolution 116/20 Item (b).

(Bronwyn Petrie/Greg Sauer)

**Amendment Carried**

**248/20** **Resolved** that Council:

- (1) Allocate \$30,000 for Angry Bull Mountain Bike Trail design as per Council Resolution 116/20 Item (b); and
- (2) Commits to supporting the development of mountain biking within the Tenterfield Shire within operational constraints.

(Bob Rogan/John Macnish)

**Motion Carried**

**OUR ENVIRONMENT**

Nil.

**SUSPENSION OF STANDING ORDERS**

**249/20** **Resolved** that Standing Orders be suspended.

(Greg Sauer/Gary Verri)

**Motion Carried**

*The meeting adjourned for morning tea, the time being 10.50 am.*

*The meeting reconvened with the same members present, the time being 11.25 am.*

**RESUMPTION OF STANDING ORDERS**

**250/20** **Resolved** that Standing Orders be resumed.

(Greg Sauer/John Macnish)

**Motion Carried**

**OUR GOVERNANCE**

**(ITEM GOV82/20) MONTHLY OPERATIONAL REPORT - OCTOBER 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 2020/2021 Operational Plan.

**251/20** **Resolved** that Council receives and notes the status of the Monthly Operational Report for October 2020.

(Brian Murray/Bronwyn Petrie)

**Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford, entered the meeting, the time being 11.32 am.*



**(ITEM GOV83/20) TENTERFIELD SHIRE COUNCIL ANNUAL REPORT  
2019/2020**

**SUMMARY**

The purpose of this report is for Council to receive the Annual Report, inclusive of the Annual Financial Statements, for the financial year ending 30 June 2020.

**252/20** **Resolved** that Council receive and adopt the Annual Report for 2019/2020.

(Greg Sauer/Bob Rogan)

**Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford, left the meeting, the time being 11.40 am.*

**PROCEDURAL MOTION**

**253/20** **Resolved** that:

- Item GOV84/20 – Civic Office – Update of Policies
- Item GOV85/20 – Planning & Development – Update of Policies,
- Item GOV86/20 – Regulatory & Open Space – Update of Local Law Policies
- Item GOV87/20 – Regulatory & Open Space – Update of Policies
- Item GOV88/20 – Regulatory & Open Space – Rescission of Policies and
- Item GOV89/20 – Asset & Project Planning – Update of Asset Management Policy

be adopted together with exception of Policy 1.060 – Fund Raising Stalls Policy.

(Greg Sauer/Donald Forbes)

**Motion Carried**

**EXCEPTION – FUND RAISING STALLS POLICY 1.060**

**254/20** **Resolved** that:

- (1) The location of fund raising stalls as determined by the updated Fund Raising Stalls Policy No. 1.060 be amended to 242 Rouse Street, Tenterfield; and
- (2) The updated Policy be placed on public exhibition for a period of 28 days inviting submissions and then returned to Council for consideration.

(John Macnish/Bronwyn Petrie)

**Motion Carried**

**(ITEM GOV84/20) CIVIC OFFICE - UPDATE OF POLICIES**

**SUMMARY**

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

**253/20** **Resolved** that Council make obsolete the Expenditure Authority for the Mayor and Chief Executive Policy 1.050.

(Greg Sauer/Donald Forbes)

**Motion Carried**

**(ITEM GOV85/20) PLANNING & DEVELOPMENT - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is to make obsolete the listed policy aligned with Planning and Development Services.

**253/20** **Resolved** that Council make obsolete the Building Control – Building Lines Policy No. 3.020.

(Greg Sauer/Donald Forbes)

**Motion Carried**

*Manager Open Space, Regulatory & Utilities, Mark Cooper, entered the meeting, the time being 11.48 am.*

**(ITEM GOV86/20) REGULATORY & OPEN SPACE - UPDATE OF LOCAL LAW POLICIES**

**SUMMARY**

The purpose of this report is to update the listed policies and place on public exhibition for a period of 42 days.

**253/20** **Resolved** that Council:

- (1) Endorse and place on public exhibition in accordance of Part 3, Section 160 of the Local Government Act 1993 No 30, the updated Local Orders for the Keeping of Animals in Urban Areas of Tenterfield Shire Policy – 3.120. If no submissions are received, adopt the updated Policy; and
- (2) Endorse and place on public exhibition in accordance of Part 3, Section 160 of the Local Government Act 1993 No 30. the updated Enforcement Policy for Unlawful Activities – 1.051. If no submissions are received, adopt the updated Policy; and
- (3) Endorse and place on public exhibition in accordance of Part 3, Section 160 of the Local Government Act 1993 No 30. the updated Local Orders Policy - 3.123. If no submissions are received, adopt the updated Policy.

(Greg Sauer/Donald Forbes)

**Motion Carried**

**(ITEM GOV87/20) REGULATORY & OPEN SPACE - UPDATE OF POLICIES**

**SUMMARY**

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

**253/20** **Resolved** that Council adopt the updated Busking Policy - 3.022.

(Greg Sauer/Donald Forbes)

**Motion Carried**

**(ITEM GOV88/20) REGULATORY & OPEN SPACE - RESCISSION OF POLICIES**

**SUMMARY**

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

**253/20** **Resolved** that Council make obsolete:

- (1) The Impounding – Abandoned Motor Vehicles Policy 3.090; and
- (2) The Class 4 Noxious Weeds Program Policy 3.031; and
- (3) The Noxious Weeds Policy 3.140.

(Greg Sauer/Donald Forbes)

**Motion Carried**

*Manager Open Space, Regulatory & Utilities, Mark Cooper, left the meeting, the time being 11.53 am.*

**(ITEM GOV89/20) ASSET & PROJECT PLANNING - UPDATE OF ASSET MANAGEMENT POLICY**

**SUMMARY**

The purpose of this report is to provide a review Council's Asset Management Policy 1.014.

**253/20** **Resolved** that Council receive and adopt the revised Asset Management Policy No. 1.014.

(Greg Sauer/Donald Forbes)

**Motion Carried**

**(ITEM GOV90/20) PRESENTATION OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020**

**SUMMARY**

The purpose of this report is to present to Council the audited Financial Statements for the year ended 30 June 2020, in accordance with the provisions of Section 418 of the *Local Government Act 1993*.

**255/20** **Resolved** that Council notes the audited Annual Financial Statements for the year ended 30 June 2020.

(Bob Rogan/Tom Peters)

**Motion Carried**

**(ITEM GOV91/20) QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2020**

**SUMMARY**

The purpose of this report is to provide Council with a Quarterly Budget Review Statement in accordance with Regulation 203 of the Local Government (General) Regulation 2005 (the Regulation).

**256/20** **Resolved** that Council adopts the September 2020 Quarterly Budget Review Statement and recommendations therein that:

- a) No additional operating or capital expenditure outside of the recommendations in this review be approved by Council unless they are offset by other savings (eg with roads for example, resheeting, with a plan to reduce maintenance costs) or grant funded and even then only where there will be no additional operating costs as a result of the expenditure ie if capital related expenditure, it should be for the replacement of existing assets only, not new assets.
- b) As part of Council's new Asset Management System implementation and asset revaluation processes for 2020/21, a thorough review of depreciation be undertaken to ascertain if depreciation expenditure can be reduced and that further discussions be held with the State Government re them taking back some roads from Council;
- c) That correspondence be sent to the Australian Accounting Standards Board re the issue of having to recognise some grant income in a different accounting period to when the expenditure will be incurred;
- d) That the issue of rate pegging and cost shifting be raised again in appropriate forums; and
- e) That a plan be developed to increase operational income and further reduce operational expenditure that as per previous discussions and comments in the Monthly Operational Report, such a plan may include a special rates variation request with a view to returning Council's operating position to surplus.

(Gary Verri/Greg Sauer)

**Motion Carried**

**(ITEM GOV92/20) FINANCE & ACCOUNTS - PERIOD ENDED 31 OCTOBER 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.

**257/20** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 October 2020.

(Gary Verri/Greg Sauer)

**Motion Carried**

**(ITEM GOV93/20) CAPITAL EXPENDITURE REPORT AS AT 31 OCTOBER 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.

- 258/20** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 October 2020.

(Gary Verri/Brian Murray)

**Motion Carried**

**REPORTS OF DELEGATES & COMMITTEES**

**(ITEM RC28/20) REPORT OF COMMITTEES & DELEGATES - COUNTRY MAYORS' ASSOCIATION - MEETINGS OF 6 NOVEMBER 2020**

**SUMMARY**

The Annual General Meeting and General Meeting of the Country Mayors' Association were held in Sydney on Friday, 6 November 2020.

- 259/20** **Resolved** that Council receive and note the reports from the Country Mayor's Association meetings of 6 November 2020.

(Peter Petty/Greg Sauer)

**Motion Carried**

**NOTICES OF MOTION**

Nil.

**RESOLUTION REGISTER**

**(ITEM RES10/20) COUNCIL RESOLUTION REGISTER - NOVEMBER 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.

- 260/20** **Resolved** that Council notes the status of the Council Resolution Register to November 2020.

(Gary Verri/Bob Rogan)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS - CONFIDENTIAL BUSINESS**

**261/20** **Resolved** that:

- a) The meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2) of the Local Government Act, 1993; and
- b) The Agenda and associated correspondence, unless specified are not to be released to the Public as they relate to a matter of either personal hardship, personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Gary Verri/Greg Sauer)

**Motion Carried**

*The recording device was turned off and the meeting moved into Closed Committee, the time being 12.29 pm.*

**(ITEM GOV94/20) CHIEF CORPORATE OFFICER RENEWAL OF APPOINTMENT**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.

**SUMMARY**

The purpose of this report is to inform council of the intention to renew the Contract of Appointment for the Chief Corporate Officer position.

**262/20** **Resolved** that Council receives and notes the report – Chief Corporate Officer – Renewal of Appointment.

(Bronwyn Petrie/Greg Sauer)

**Motion Carried**

**SUSPENSION OF BUSINESS**

**263/20** **Resolved** that consideration of Confidential business be suspended.

(Bronwyn Petrie/Brian Murray)

**Motion Carried**

*The meeting adjourned for lunch, including a round table discussion with Member for Lismore, Janelle Saffin MP and NSW Shadow Minister for Local Government, Veterans & Western Sydney Greg Warren MP, the time being 12.37 pm.*

*The meeting reconvened with the same members present, the time being 2.25 pm.*

**RESUMPTION OF BUSINESS**

**264/20** **Resolved** that Confidential business be resumed.

(Greg Sauer/Brian Murray)

**Motion Carried**

**(ITEM ECO17/20) OFFER TO PURCHASE LOT 12 - TENTERFIELD INDUSTRIAL ESTATE**

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)) 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.

**SUMMARY**

The purpose of this report is to inform Council of an offer to purchase Lot 12 of the Tenterfield Industrial Estate.

**265/20** **Resolved** that Council agree to proceed with the sale of Lot 12 of the Tenterfield Industrial Estate as stated in the report.

(Gary Verri/Tom Peters)

**Motion Carried**

**(ITEM ECO19/20) TENDER FOR BRIDGE REPLACEMENT - KANGAROO CREEK**

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.

**SUMMARY**

The purpose of this report is to provide Council with a report and recommendation on the tender evaluation associated with the design and construction of the bridge on Paddys Flat Road North over Kangaroo Creek.

**266/20** **Resolved** that Council accept the tender of Ozwide Bridge Civil and Rail Pty Ltd for the design and construction of the bridge on Paddys Flat Road North over Kangaroo Creek for an amount of \$830,150.00 (excluding GST) including provisions 1 and 2 as outlined in this report.

(Gary Verri/Greg Sauer)

**Motion Carried**

**(ITEM ECO20/20) TENDER FOR REPLACEMENT OF DEEPWATER RIVER BRIDGE**

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.

**SUMMARY**

The purpose of this report is to provide Council with a report and recommendation on the tender evaluation associated with the design and construction of the bridge on Torrington Road over Deepwater River.

**267/20** **Resolved** that Council accept the tender of Ozwide Bridge Civil and Rail Pty Ltd for the design and construction of the bridge on Torrington Road over Deepwater River for an amount of \$749,000.00 (excluding GST) as outlined in this report.

(Brian Murray/Bob Rogan)

**Motion Carried**

**(ITEM ECO21/20) OFFER TO PURCHASE LOT 5 & 6 - TENTERFIELD INDUSTRIAL ESTATE**

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)) 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.

**SUMMARY**

The purpose of this report is to inform Council of an offer to purchase Lots 5 and 6 of the Tenterfield Industrial Estate.

**268/20** **Resolved** that Council agree to proceed with the sale of Lots 5 & 6 of the Tenterfield Industrial Estate as stated in the report.

(Greg Sauer/Gary Verri)

**Motion Carried**

**(ITEM ECO22/20) OFFER TO PURCHASE LOT 8 - TENTERFIELD INDUSTRIAL ESTATE**

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)) 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.

**SUMMARY**

The purpose of this report is to inform Council of an offer to purchase Lot 8 of the Tenterfield Industrial Estate.

**269/20** **Resolved** that Council agree to proceed with the sale of Lot 8 of the Tenterfield Industrial Estate as stated in the report.

(Gary Verri/Bronwyn Petrie)

**Motion Carried**

**RESUMPTION OF STANDING ORDERS**

**270/20** **Resolved** that Standing Orders be resumed.

(Greg Sauer/Gary Verri)

**Motion Carried**

*The meeting moved out of Closed Committee and the recording device was turned on, the time being 2.42 pm.*

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

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 2.44 pm.

.....  
Councillor Peter Petty  
Mayor/Chairperson

|                      |                                                                                                                                       |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                                                                                  |
| <b>Submitted by:</b> | Manager Economic Development & Community Engagement                                                                                   |
| <b>Reference:</b>    | <b>ITEM COM33/20</b>                                                                                                                  |
| <b>Subject:</b>      | <b>TENTERFIELD CHAMBER OF TOURISM, INDUSTRY &amp; BUSINESS - REQUEST FOR FURTHER CONTRIBUTION TO SUPPORT THE PETER ALLEN FESTIVAL</b> |

|                                                               |                                                                                                                                     |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                     |
| <b>CSP Goal:</b>                                              | <b>Community</b> - COMM 2 - Health and quality of life are supported by a wide range of recreation and leisure opportunities.       |
| <b>CSP Strategy:</b>                                          | Enrich the cultural life of the community by supporting a variety of cultural events and activities for the community and visitors. |
| <b>CSP Delivery Program</b>                                   | Enrich the cultural life of the community by supporting a variety of cultural events and activities for residents and visitors.     |

### SUMMARY

The purpose of this report is to provide Council with information to make an informed decision in relation to making a further contribution to support the Peter Allen Festival.

### OFFICER'S RECOMMENDATION:

#### That Council:

- (1) Contribute the sum of \$8,590.31 toward the balance owing of the 2019 Peter Allen Festival for Road Closure, Hall Hire, Skip Bin Service and Park Hire; or**
- (2) Make a financial contribution towards the balance owing of the 2019 Peter Allen Festival for Road Closure, Hall Hire, Skip Bin Service and Park Hire; or**
- (3) Resolve not to support the Peter Allen Festival in regards to the outstanding balance.**

### BACKGROUND

At the February 2020 meeting, Council resolved:

#### **Resolution 12/20**

*That Council allocate the remainder of the Empowering our Communities Grant, a sum of \$10,000 to the Peter Allen Festival Committee in recognition of their community support and loss as a result of the 2019 drought and fire impacted event and the vital support this event provided for the mental health of the community.*

Council has received further correspondence from Tenterfield Chamber of Tourism Industry & Business on the 14 October 2020 advising that Council is one of three outstanding creditors and requesting assistance by contributing fees for the outstanding debt (letter attached to this report).

### REPORT:

On Friday, 6 September 2019, Tenterfield experienced devastating bushfires that impacted the Peter Allen Festival to the extent that many Festival attendees were unable

Our Community No. 33 Cont...

to travel to Tenterfield due to road closures, continued fires and poor weather conditions. This resulted in the event running at a significant loss.

In November 2019, a new Board of the Chamber was installed and administration of the Peter Allen Festival, and associated accounts was assumed.

This Board has worked diligently over the past 12 months to honour outstanding debts in excess of \$20,000.

It is the intention of the Tenterfield Chamber of Tourism Industry & Business to continue producing this event for the community of Tenterfield. The Chamber believes this Festival will become a key tourism and economic driver for Tenterfield.

\$10,000 from the Empowering our Communities Grant was paid to the Chamber on 12 March 2020 as per the resolution.

Council's Delivery and Operational Plans state Council will:

### **Community Strategic Plan**

Comms 1 -Tenterfield Shire is a vibrant, welcoming and safe community.

**1.3** *That Council develop Major cultural and community events and festivals in partnership with the community and other stakeholders.*

Econ 7 – Tourism is valued, promoted and tourists are welcomed for the positive contribution they make to the community and economy.

**7.2** *Identify partnerships Opportunities to facilitate major sporting, social and cultural events to provide us with an opportunity to get together*

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

Throughout our Community engagement process, the development of the Peter Allen Festival has been a high priority.

#### **2. Policy and Regulation**

- Tenterfield Shire Council Delivery & Operation Plan 2020/2021

#### **3. Financial (Annual Budget & LTFFP)**

Adjustment to the budget will be required to support the outcome, if the decision is to provide financial contribution.

#### **4. Asset Management (AMS)**

Nil.

#### **5. Workforce (WMS)**

Nil.

#### **6. Legal and Risk Management**

Nil.

#### **7. Performance Measures**

Nil.

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**8. Project Management**

Nil.

**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:                  | <b>1</b> Request from Chamber of Tourism,<br>Industry & Business | 1<br>Page |



14<sup>th</sup> October 2020

Petty Petty  
Tenterfield Shire Council  
E [p.petty@tenterfield.nsw.gov.au](mailto:p.petty@tenterfield.nsw.gov.au)

Dear Peter

**RE: Peter Allen Festival**

As you are no doubt aware the Tenterfield Chamber of Tourism Industry & Business has been working over the last few months to try to finalise outstanding accounts of the PAF Committee which was a sub committee of the TCTIB.

There have been a number of issues to navigate and the difficulty has been exacerbated by a replacement of the majority of the TCTIB Board and the autonomy of the PAF Committee who have since resigned. The new Board has been working tirelessly to ensure that the Chamber is in a sound financial position to enable us to support our members as well as opening the lines of communication between the business community and the Council

Unfortunately, the 2019 festival ran at a significant loss and we have been trying to source funding to enable us to settle all outstanding accounts. With the help of Council we secured funding for the festival this year and were hoping to run to try to recoup some of the losses, however we had to cancel due to COVID-19.

The Council is one of the three remaining creditors and are asking if you would be able to assist the Chamber by waiving the debt. The total outstanding is \$8,590.31 for road closure, hall hire, skip bin service and park hire.

Any assistance you can give the Chamber would be greatly appreciated.

Yours faithfully

A handwritten signature in black ink, appearing to read "Prue Birch", is written over a light blue horizontal line.

Prue Birch  
(Board Member)

TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS  
P.O. Box 47 Tenterfield 2372 Email: [tctib@outlook.com](mailto:tctib@outlook.com) [www.tenterfieldchamber.com.au](http://www.tenterfieldchamber.com.au)

|                      |                                                    |
|----------------------|----------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>       |
| <b>Submitted by:</b> | Manager Property & Buildings                       |
| <b>Reference:</b>    | <b>ITEM COM34/20</b>                               |
| <b>Subject:</b>      | <b>TENTERFIELD WAR MEMORIAL BATH - MASTER PLAN</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                               |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 2 - Health and quality of life are supported by a wide range of recreation and leisure opportunities. |
| <b>CSP Strategy:</b>        | Sporting facilities are modern, provide choice and cater for the diverse needs of the community.                              |
| <b>CSP Delivery Program</b> | Provision of an accessible quality swimming and recreation facility which encourages participation.                           |

#### **SUMMARY**

The purpose of this report is to present the Draft Master Plan & Feasibility Study of the Tenterfield War Memorial Bath for Council's consideration. This Plan is to provide guidance and direction for Council staff with regards to development and future maintenance.

#### **OFFICER'S RECOMMENDATION:**

##### **That Council:**

- (1) Endorse and place on public exhibition, Option two (2) in the draft Master Plan and Feasibility Study to assist with future development and maintenance on the Tenterfield War Memorial Bath.**
- (2) Note that Option two (2) in the plan is a guide for future works and that any option contained in the plans are outside the Capacity of Council to fund the initial works, or ongoing costs associated with such a large community asset.**
- (3) If at the conclusion of the exhibition period no submissions are received, adopt the option identified and advertised as the preferred option and tailor future asset maintenance and works at the Tenterfield War Memorial Bath around this option.**

#### **BACKGROUND**

On 16 March 2020, RMP & Associates in conjunction with Donovan Payne Architects, were engaged to complete a Master Plan and Feasibility Study of the Tenterfield War Memorial Bath, swimming pool facility (refer to Attachment 1 (Attachment Booklet 1)).

Their brief included the review of previous reports, to undertake community consultation and meetings with stakeholders and meet with Council to provide elected representatives with an overview of the changes that have occurred in aquatic centre design and operation since the original pool was officially opened on 27 November 1964. The Concept Plans reflect the input of Councillors, other stakeholders and the expectations of the community that were identified in a community meeting. The cooperation and comments of the current Pool Operator have also been appreciated.

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RMP & Associates presented the Concept Plans and high-level costs at a Council Workshop on 17 March 2020, highlighting specifically current NSW Health Department and DDA access requirements and how they have been achieved in each concept design.

The outcome of the meeting was the support for the Option 2 concept.

A further Council Workshop was held on 14 October 2020 where interest for Option 1.1 was also considered a desirable option. Staff have recommended Option 2 for consideration as per the reasons outlined in the report.

**REPORT:**

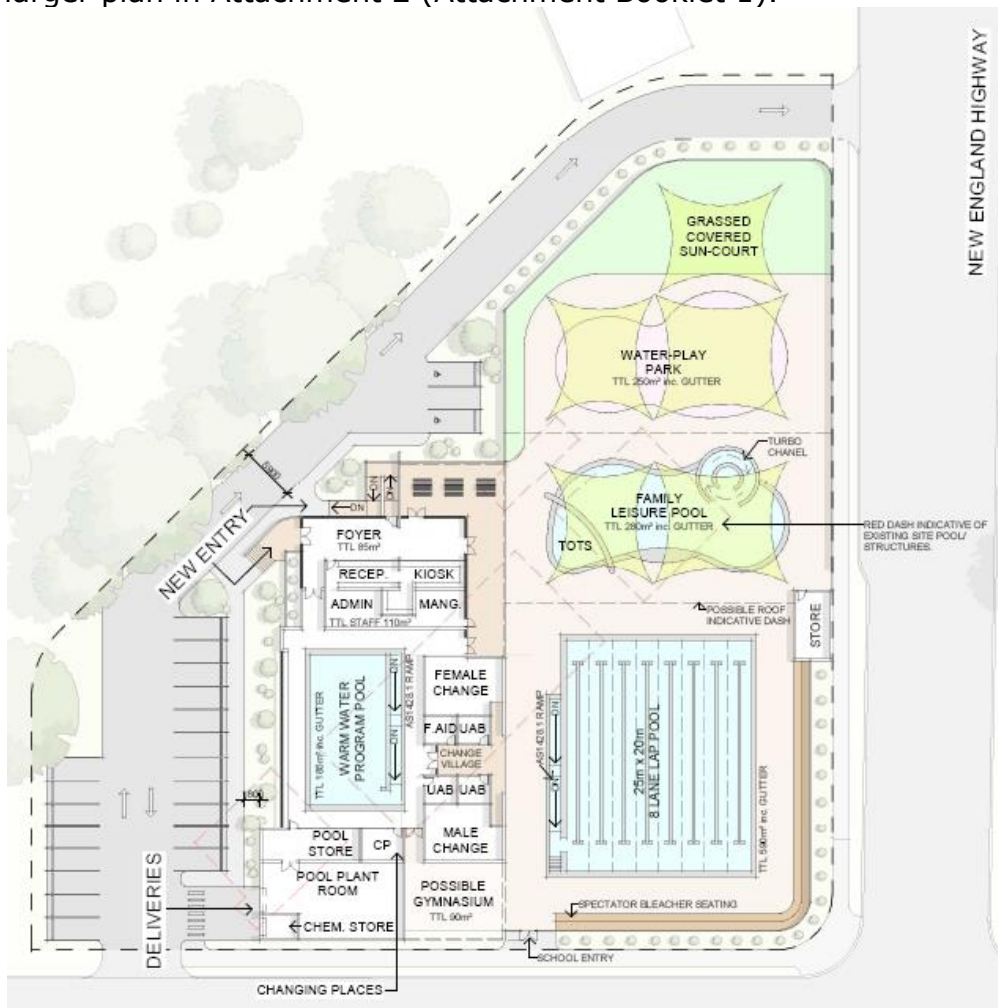
The Draft Master Plan & Feasibility Study is to identify the benefits of improving the facility, to grow attendances and provide quality programs throughout the swimming pool season, and to provide direction for the aging complex.

Council recognises that the construction of any of the concept options at this stage is not feasible due to the cost. It is anticipated that funding will be required to move the complex in the direction of the chosen Master Plan option and ongoing increases in annual revenue to fund operational and non-operational costs of the facility will need to be considered for any planned implementation.

**Option 2**

**New Integrated Indoor Program/ Leisure Pool, New Change Facilities, Entry and Café, New 8-Lane 25m Pool and Family Leisure Pool.**

(Refer to larger plan in Attachment 2 (Attachment Booklet 1).



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Our Community No. 34 Cont...

Option 2 is the full Master Plan that includes all the identified needs of stakeholders and the community and optimises the space on the existing site. It also makes best use of the aspect of the site and integrates new, modern change rooms with both the indoor program/hydrotherapy pool and the new entry and reception/café.

This design allows for the best operation of the pool for an all year-round facility, as the facility can be divided into two, and operated as an indoor facility during the cooler months, and an indoor/outdoor facility in the warmer months.

The indoor heated program/hydrotherapy pool adjacent to the new entry allows all-year operation of this pool. The 25m pool would operate for 6 months at approximately 27 degrees C and the program/hydrotherapy pool indoors all year, at approximately 33 degrees C.

The pool layout is simple and takes advantage of the contours of the site to provide tiered seating on two sides of the 8-lane competition and 25m lap pool.

A new modern plant room is proposed with the removal of the gravity sand filter and high-speed sand filters, dry chlorine dosing and a combination of gas boilers and heat pumps with separate plant for the new 8-lane 25m pool and new family leisure pool.

The new plant room would meet NSW Health Department Guidelines for water turnover and disinfection. A first aid room and staff facilities and Swim Club area is included in the Concept Design.

There are two spacious storage areas for the pool equipment and a gym can be located on the site to attract additional users and generate revenue. The gym is considered important with the indoor program/hydrotherapy pool operational all year.

The small Gym/Fitness Centre is in line with the initiative of the current Operator to provide this facility with a membership and casual use option. The location of the gym and its size will need further development with stakeholders in line with its proposed operation as it may require 24/7 access from the car park.

The integration of this pool concept has a strong relationship to the Park with views from the indoor pool. Provisions for the creation of 21 new car spaces with two disabled parking spaces has been made adjacent to the new entry.

Option 2 is a new facility replacing the existing pools, plant, grandstand and amenities building with entry. The design integrates the pools and new facilities on the site in such a way as to optimise the presentation of the complex to the New England Highway while at the same time making a strong connection to the adjacent Park.

The design of the amenities buildings and plant room provides a windbreak to the 25m pool and also uses the change in level across the site to provide tiered seating around the new 8-lane 25m pool. There is a change in level between the new car park and the pool entry and concourse level which is overcome by a ramp to meet DDA requirements for access.

At the entry, the design features an integrated café and reception with good line-of-sight over the indoor program/hydrotherapy pool and the outdoor leisure and competition pool. A café eating/seating area is located adjacent to the entry and allows for external service to park users as well as pool users.

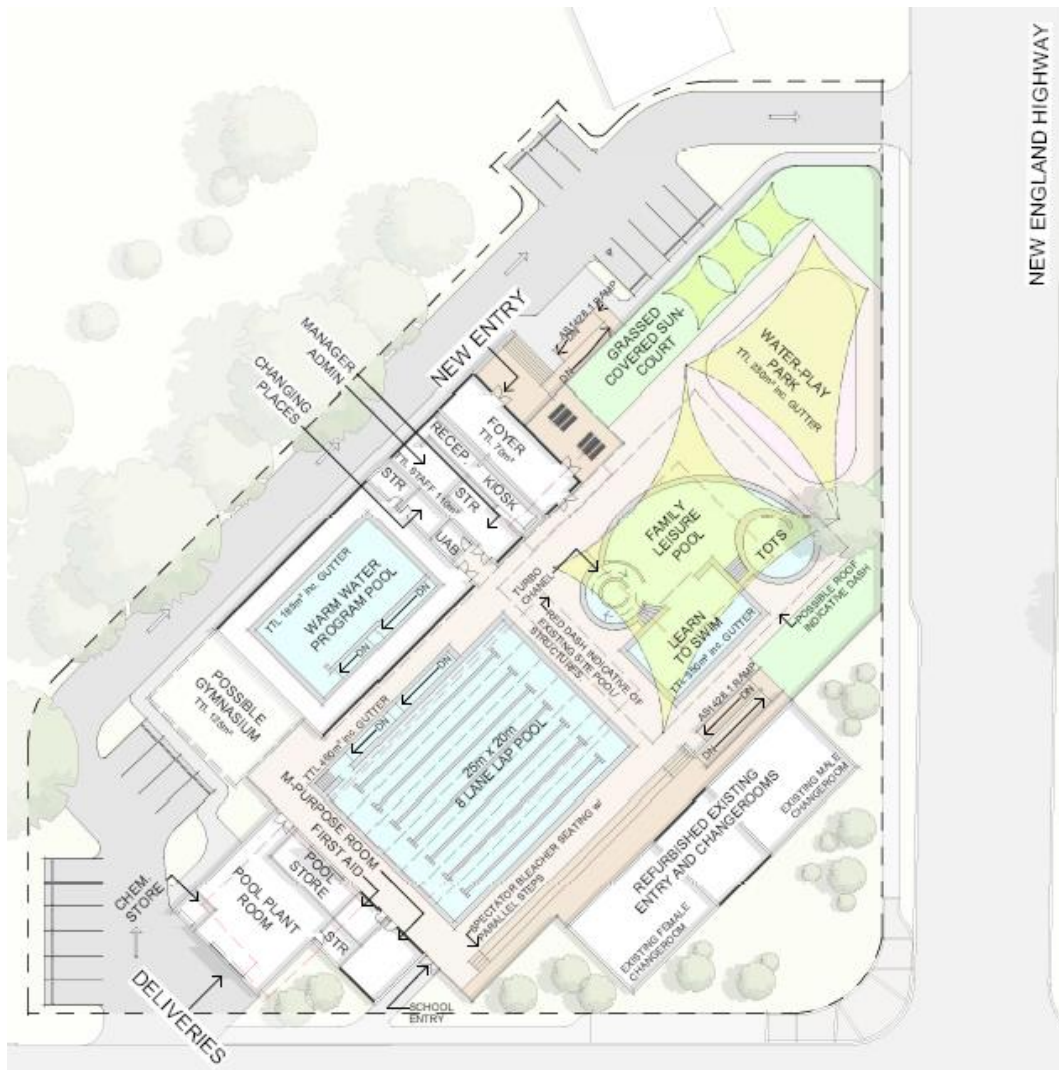


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**Option 1.1**

**New Enclosed Indoor Program/ Hydrotherapy Pool with New 25m Lap Pool and Family Leisure Pool and New Entry**

(Refer to larger plan in Attachment 3 (Attachment Booklet 1))



Option 1.1 retains the existing change rooms (which would be refurbished) but creates a new entry with adjacent parking and disabled access ramp to the reception. The new entry and reception with café and demolition of the grandstand allows the pool to relate to the Park and to the New England Highway with parking for disabled and users close to the entry. Additional parking has been provided adjacent to the proposed gym and at the intersection of Petrie Street and the Park access road.

The Hydrotherapy Pool and Program Pool would attract new and more frequent use and be available all year for exercise, learn-to-swim and classes. This was the highest priority for stakeholders and the community.

The Family Leisure Pool would be heated and filtered separately from the other two pools and would operate for the 6-month summer season at 30 degrees C.

The retention of the existing change rooms would reduce the capital cost to some degree. However, the refurbishment of the change rooms and the entry/kiosk would be

Our Community No. 34 Cont...

significant and would not provide the level of amenity and the access that Option 2 offers, particularly for users of the proposed indoor pool.

The Family Leisure Pool has an area designed for learn-to-swim and aqua aerobics in warm water as well as a "turbo channel" and "beach entry" to cater to all ages. There is adequate space for a fitness room or gym with access from the car park as well as the pool for 24/7 use.

The Family Leisure Pool could be enclosed at a future date. The interactive water play area, shade and landscaped grass for families is part of the family leisure area.

A new plant room is proposed in the new building including a new first aid room, staff room, small multi-purpose room for the Swim Club and a storeroom for the pool equipment and Learn-To-Swim and other program equipment.

### Option Comparisons

| Description                                    | Options            |                     |
|------------------------------------------------|--------------------|---------------------|
|                                                | 1.1                | 2                   |
| Demolition & Earthworks                        | X                  | X                   |
| New 25mx16m - 6 Lane Pool - Mertha pool lining | -                  | -                   |
| New 25mx20m - 8 Lane Pool - Mertha pool lining | X                  | X                   |
| New Family Leisure Pool                        | X                  | X                   |
| New Water Play Park                            | X                  | X                   |
| New Indoor Warm Water Program Pool             | X                  | X                   |
| New Pool Plant Room                            | X                  | X                   |
| New Heat Pumps                                 | X                  | X                   |
| New Entry Building                             | X                  | X                   |
| Refurbished Main Entry                         | -                  | -                   |
| New Change Facility                            | -                  | X                   |
| Refurbished Change Facility                    | X                  | -                   |
| New First Aid, Staff & Pool Store Room         | X                  | X                   |
| New Kiosk/Café                                 | X                  | X                   |
| Refurbished Kiosk                              | -                  | -                   |
| New Spectator Seating                          | X                  | X                   |
| Minor Refurbishment to Grandstand              | -                  | -                   |
| New Shade Structures                           | X                  | X                   |
| Allowance for Perimeter Fencing alterations    | X                  | X                   |
| Consultant Fees 7%                             | X                  | X                   |
| <b>Budget Cost Estimate (excl GST)</b>         | <b>\$9,155,000</b> | <b>\$10,275,000</b> |
| Carpark & Landscaping by Council               | X                  | X                   |

Our Community No. 34 Cont...

The table above shows the differences between the two concept designs. The most significant differences are that **Option 1.1** proposes to maintain and redevelop the existing entry/kiosk/change room building and refurbish it into a new change room facility.

This would require patrons to walk from the new entry outside through to the opposite side of the complex to use the change rooms, then back again to use the hydrotherapy pool. This is not an ideal situation in the cooler months when half the complex would be exposed to the elements and not be operational.

**Option 2** proposes to demolish the entry/kiosk/change room building and to push the complex boundary to the edge of the site, expanding the size of the facility, and replan and integrate the complex into the whole site to better use the space. New change facilities would be provided at the new entry, in between the hydrotherapy pool and 25m pool, which would enhance the way the complex would be used, as an all-year-round swimming complex.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

The first round of community engagement took place in March 2020 where Council invited Local Schools, stakeholders and members of the community to identify the expectations and needs a new aquatic centre should have for Tenterfield Shire.

Public exhibition of the Master Plan and Feasibility Study and preferred Option for the Aquatic Centre Re-Development Plan of the Tenterfield War Memorial Bath for a period of 60 days. Submissions will be accepted for 60 days from the date of advertisement.

Should no submissions be received for the exhibited plans, the Master Plan and Feasibility Study and Option for the Aquatic Centre Re-Development Plan of the Tenterfield War Memorial Swimming Pool will be adopted as exhibited after the closing date of submissions.

#### **2. Policy and Regulation**

- Building Code of Australia
- Australian Standards
- Disability Discrimination Act 1992
- Public Health Act & Regulations
- Health & Safety Acts & Regulations
- Dangerous Goods Acts & Regulations
- Guidelines for Safe Pool Operation (GSPO) 1991
- Practice Note 15 Water Safety - NSW Local Government

#### **3. Financial (Annual Budget & LTFP)**

The chosen Master Plan Concept Design Option will act as an information guide to develop future budgets and resources.

Council will actively pursue grants to fund construction and maintenance to improvement to the facility; however even if 100% funding was granted, Council would not be able to financially afford the upkeep on the facility without major impacts to the community financially.

Our Community No. 34 Cont...

Any upgrades carried out in line with the master plan will encourage the potential growth of patron use and generate an increase in revenue.

#### **4. Asset Management (AMS)**

Over the coming years, the strategic direction, objectives and goals will be standard practices to assist with ongoing asset management of the Tenterfield War Memorial Bath, Swimming Pool, and assist with appropriate resource allocation.

#### **5. Workforce (WMS)**

The upgrade of the complex in line with the concept options would provide a vision and direction for the complex. This will only assist in attracting future contractors who would manage the facility.

#### **6. Legal and Risk Management**

Risk to Council continues to increase as the pool ages and the infrastructure deteriorates and requires replacement. Without direction, forward planning of the facility is difficult and could put Council at risk of mismanagement of the repairs and maintenance of the pool complex and associated budgets.

Further risks are experienced with the changes to swimming pool legislation and regulations, particularly health regulations associated with public pools.

#### **7. Performance Measures**

Based on the Concept Plans provided it is believed with improvements such as those proposed at Tenterfield Memorial Pool conservatively estimated total attendances for the first year to be:

|                        |               |            |
|------------------------|---------------|------------|
| Gym                    | 35,000        |            |
| Learn to Swim          | 9,000         |            |
| Leisure                | 2,000         | additional |
| Elderly                | 2,100         |            |
| Hydrotherapy           | 1,500         |            |
| General Entries        | 23,000        |            |
| <b>TOTAL ATTENDEES</b> | <b>72,600</b> |            |

(\*NB These are predicted estimates only of forecast usage)

#### **8. Project Management**

Nil.

**Kylie Smith**  
Chief Corporate Officer

## Our Community No. 34 Cont...

|                               |                                                                                                       |
|-------------------------------|-------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Heidi K Ford                                                                                          |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                                  |
| Department:                   | Office of the Chief Corporate Officer                                                                 |
| Attachments:                  | <b>1</b> Attachment 1 (Attachment Booklet 1) - Draft Master Plan & Feasibility Study 56 Pages         |
|                               | <b>2</b> Attachment 2 (Attachment Booklet 1) - Option 2.0 - Tenterfield Aquatic Re-Development 1 Page |
|                               | <b>3</b> Attachment 3 (Attachment Booklet 1) - Option 1.1 - Tenterfield Aquatic Redevelopment 1 Page  |

|                      |                                                                                                                                                              |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                                                                                                 |
| <b>Submitted by:</b> | Corporate Administration Officer                                                                                                                             |
| <b>Reference:</b>    | <b>ITEM COM35/20</b>                                                                                                                                         |
| <b>Subject:</b>      | <b>UPDATE ON FUNDING REGIONAL TOURISM BUSHFIRE RECOVERY GRANT - STREAM 1 - PETER ALLEN, ORACLES OF THE BUSH &amp; SADDLER MOUNTAIN BIKE CLUB TENTERFIELD</b> |

|                                                               |                                                                                                                               |
|---------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                               |
| <b>CSP Goal:</b>                                              | <b>Community</b> - COMM 2 - Health and quality of life are supported by a wide range of recreation and leisure opportunities. |
| <b>CSP Strategy:</b>                                          | Relevant community services, sporting facilities, open spaces and cultural infrastructure are maintained and improved.        |
| <b>CSP Delivery Program</b>                                   | Deliver, review and update Parks, Gardens and Open Space, Maintenance Programs across the Shire.                              |

### SUMMARY

This report is to provide Council with updated information in relation to Regional Tourism Bushfire Recovery Funding – Stream 1 for Peter Allen Festival and additional funding applications for Oracles of the Bush 2021 and Saddler Mountain Bike Club, Tenterfield.

### OFFICER'S RECOMMENDATION:

#### That Council:

- (1) Accept the updated information from Peter Allen Festival; and**
- (2) Endorse the application to apply for the maximum total of \$30,000 from the Regional Tourism Bushfire Recovery Funding – Stream 1 to be shared evenly between Oracles of the Bush & Saddler Mountain Bike Club Tenterfield.**

### BACKGROUND

On Tuesday, 1 December 2020, Council received an invitation to apply for a further \$30,000 in relation to the Bushfire Tourism Recovery Initiatives Program. There is appropriately \$1.1 million in funding remaining and applications close on 18 December 2020 or earlier if funding for the stream is fully allocated.

### REPORT:

Earlier this year the Australian Government launched a \$10 million Regional Tourism Bushfire Recovery (RTBR) grants program, a funding package to help tourism recover in bushfire affected areas.

The program provides funding for events, concerts, festivals or other visitor attractions and initiatives (such as art installations and tourist walks) in fire-affected regions to assist the recovery effort. The aim is to support initiatives that celebrate what's unique about that local community to give international and domestic visitors a reason to visit and return, bringing the economic benefits of tourism, but also providing the community with a positive focus in the wake of the fires.

Tenterfield Shire Council is eligible for Stream 1 under the program and has received an invitation letter from the funding body earlier this year. Stream 1 supports small

Our Community No. 35 Cont...

scale events and initiatives. Council can apply for more than one grant in this stream, up to a maximum total of \$30,000.

In 2020 the Peter Allen festival was successful in obtaining \$20,000 from the Regional Tourism Bushfire Recovery (RTBR) Grant, and has an end date of 30 November 2021. This funding is to support the existing marketing, activities including content development for the event website, development of promotional collateral, a media buy strategy with local radio and television, and enhance social media marketing. It will also be used for entertainment costs.

On the 1 December 2020, Council received an email advising, there is approximately \$1.1 million remaining from this funding and applications are encouraged to partner with other eligible organisations to lodge joint applications or event organisers, community and industry group where relevant. This program is additional and complimentary to other federal and state grant programs. As such, it is possible to expand upon planned events and other activities and seek support through this program. Both the Oracles of the Bush Committee and the Saddler Mountain Bike Club Tenterfield have approached Council requesting assistance for grant funding under this program.

Oracles of the Bush intend to use the money to promote Tenterfield in partnership with Tenterfield Tourism to attract visitors to our region for the 25th Oracles of the Bush celebration, between 25 and 28 March 2021. This event traditionally attracts large numbers of visitors from all over Australia for an extended period, as many arrive for the festival early and tend to stay for a few days after the event.

This event was severely impacted in 2019-2020 by Bushfires, Drought and Covid-19 restrictions necessitating the need to finally cancel the event. The return of this event 2021 will lift the spirits of our local community by offering good humor, community activity, such as public concerts in parks, restaurants and public halls. This event is inclusive of all age groups and school competitions.

The Saddler Mountain Bike Club is a new organisation in Tenterfield and is seeking funding to hold a mountain bike event over 2 days, between 29-30 May 2021. This event is predicted to attract riders and visitors to our region, promoting our Shire as a great place to ride.

It is anticipated that this event will activate our hospitality tourism and dining industries over the weekend, generating income for our community. The aim of this event is to raise awareness of Tenterfield region as a great place for a mixture of rides for individuals and families. It is envisaged that the courses will be designed to include a range of track distances. These tracks will pass through some of our smaller localities and fire affected areas giving an insight into the devastation experienced in our region from the bushfires.

## **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 events to impact positively on our shire residents and visitors alike.

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**2. Policy and Regulation**

- Tenterfield Shire Council's Strategic Plan
- Regional Tourism Bushfire Recovery Guidelines

**3. Financial (Annual Budget & LTFF)**

Nil.

**4. Asset Management (AMS)**

Nil.

**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**

An agreement will be completed with community group prior to the allocation of funding and commencement of work.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Jodie Condrick; Harry Bolton  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer  
Attachments: There are no attachments for this report.



|                      |                                                               |
|----------------------|---------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                  |
| <b>Submitted by:</b> | Manager Open Space, Regulatory & Utilities                    |
| <b>Reference:</b>    | <b>ITEM ENV23/20</b>                                          |
| <b>Subject:</b>      | <b>TENTERFIELD SHIRE COUNCIL - DRAFT TREE MANAGEMENT PLAN</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                  |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Environment</b> - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.                           |
| <b>CSP Strategy:</b>        | Town and Village planning supports and enhances local place making principles and practice celebrating the diversity of our natural environment. |
| <b>CSP Delivery Program</b> | Identify, plan and enhance local environments in partnership with the community and stakeholders.                                                |

#### **SUMMARY**

The purpose of this report is to adopt the Tenterfield Shire Council Draft Tree Management Plan. This Plan is to provide direction for the regular care and maintenance of all existing trees, undertaking regular tree assessments and inspection, and set out a plan for future tree planting and budgets for replacements.

#### **OFFICER'S RECOMMENDATION:**

**That Council adopt the Tenterfield Shire Council Draft Tree Management Plan.**

#### **BACKGROUND**

On 17 September 2020, the Tenterfield Parks, Gardens & Open Space Committee discussed and approved the Tenterfield Shire Council Draft Tree Management Plan (Attachment 4 (Attachment Booklet 2)).

The Draft Tree Management Plan covers strategies for the service and maintenance for the existing trees, especially trees that have or are about to reach the end of their safe, useful life, and all new future planting of trees

#### **REPORT:**

The Draft Tree Management Plan is to provide planning and management of all trees across the Tenterfield Shire Council Local Government Area. This Plan will guide information and capture data to develop future budgets and resources required for tree maintenance works and service levels and provide strategic direction and objections.

The Draft Tree Management Plan is to address the following:

- Establish and assess the health and condition of all existing trees;
- Provide planning, develop & timeframes for the long term removal and replacement of either the street or park's trees;
- Develop a consistent, proactive management approach for the existing tree population;
- To outline community awareness and acceptance of tree management issues including tree removal, replacement and maintenance management of trees. Provide a framework for decision making by standardising processes;

## Our Environment No. 23 Cont...

- Establish future strategic direction for tree planting, protection and maintenance
- Guidelines for tree removals, protection and replacements
- Trees managed under this Tree Management Plan are as follows; and
- Tenterfield Township and Villages
  - Street Trees
  - Trees in Parks and Gardens; and
  - Trees in Council managed facilities.

This Plan covers strategic direction by providing the community with a Strategic Plan that embraces the opportunity to generate a new direction for the management of all trees throughout the Shire. The Tree Management Plan is based on factors including tree condition, species type and growth rate, aesthetics value and locality values. Over the coming years, the strategic direction, objectives and goals will become standard practices to assist with an ongoing asset management review of the trees, tree data base and appropriate resource allocation.

By implementing this strategy, the Council will improve the current tree management practices, allowing for the delivery of a healthier, more diverse and stable tree population.

**COUNCIL IMPLICATIONS:****1. Community Engagement / Communication (per engagement strategy)**

This Plan was discussed at the Parks, Gardens & Open Space Committee Meeting on 24 September 2020.

**2. Policy and Regulation**

Nil

**3. Financial (Annual Budget & LTFFP)**

This Plan will guide information and capture data to develop future budgets and resources

**4. Asset Management (AMS)**

Over the coming years, the strategic direction, objectives and goals will be standard practices to assist with an ongoing asset management review of the trees, tree data base and appropriate resource allocation.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Will assist in the reduction of any risks associated with street trees, by completing an assessment, identifying, and removal of dangerous trees.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

Our Environment No. 23 Cont...

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Mark Cooper  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer  
Attachments: **1** Attachment 4 (Attachment Booklet 2) - Draft Tenterfield Shire Council Tree Management Plan 53 Pages

|                      |                                                   |
|----------------------|---------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>              |
| <b>Submitted by:</b> | Executive Assistant & Media                       |
| <b>Reference:</b>    | <b>ITEM GOV95/20</b>                              |
| <b>Subject:</b>      | <b>MONTHLY OPERATIONAL REPORT - NOVEMBER 2020</b> |

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

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

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**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 2020/2021 Operational Plan.

**OFFICER'S RECOMMENDATION:**

**That Council receives and notes the status of the Monthly Operational Report for November 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:                  | <b>1</b> Attachment 5 (Attachment Booklet 95<br>3) - Monthly Operational Report - Pages<br>November 2020 |

|                      |                                                                                            |
|----------------------|--------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                                       |
| <b>Submitted by:</b> | Executive Assistant & Media                                                                |
| <b>Reference:</b>    | <b>ITEM GOV96/20</b>                                                                       |
| <b>Subject:</b>      | <b>COUNCIL RECESS PERIOD - 2020/2021 &amp; DELEGATION FOR CHIEF EXECUTIVE LEAVE PERIOD</b> |

|                                                               |                                                                                                                                                                    |
|---------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                    |
| <b>CSP Goal:</b>                                              | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>                                          | Services to our community are provided in a professional, friendly and timely manner consistent with our corporate values.                                         |
| <b>CSP Delivery Program</b>                                   | Deliver Customer Service and Business Services in the support of corporate outcomes.                                                                               |

### SUMMARY

The purpose of this report is for Council to approve recess arrangements and provide the Mayor and/or Deputy Mayor, and the Chief Executive with delegations over the recess period and provide delegation for Acting Chief Executive during period of leave of Chief Executive.

### OFFICER'S RECOMMENDATION:

#### That Council:

- (1) Be in recess from 19 December 2020 to 24 February 2021.**
- (2) Pursuant to Section 377 of the *Local Government Act 1993*, delegate authority to the Mayor and/or Deputy Mayor, and the Chief Executive jointly to exercise any function of Council during the recess period with the exception of:**
  - Determination of applications for all dwelling types and ancillary structures where significant objections have been received;**
  - Rezoning matters;**
  - Subdivision applications; and**
  - Entering into Leases and Licences.**
- (3) That a full list of any matters considered under such delegated authority be submitted for Council's information to the first 2021 Ordinary Council Meeting of Council to be held on 24 February 2021.**

### BACKGROUND

At its Meeting of 26 August 2020, Council resolved:

#### **Resolution 170/20**

*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;*

Our Governance No. 96 Cont...

- *Outdoor staff – close of business Thursday, 17 December 2020, reopening Monday, 4 January 2021.*

It is now important to determine what delegated authorities will be granted to the Mayor and/or Deputy Mayor, and the Chief Executive specific to the recess period as per Resolution 170/20.

#### **REPORT:**

There may be development applications under the standard process which would require Council to determine between the last Ordinary Meeting of Council in 2020 and the first Ordinary Meeting of Council in 2021. In this regard, it is considered prudent to delegate authority to the Mayor and/or Deputy Mayor, and the Chief Executive to determine those applications that cannot wait until the first Ordinary Meeting in February.

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

#### **Options:**

1. That Council grants delegated authority to the Mayor and/or Deputy Mayor, and the Chief Executive in accordance with the recommendation.
2. That Council not grant delegated authority to the Mayor and/or Deputy Mayor, and the Chief Executive in accordance with the recommendation.

Option 1 is the preferred option.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Closedown arrangements and emergency contacts for the period have been advertised through "Your Local News", local media and are available on Council's website and phone message.

##### **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.

##### **5. Workforce (WMS)**

Nil.

##### **6. Legal and Risk Management**

It is important for Council to delegate functions to the Mayor and/or Deputy Mayor, and the Chief Executive/Acting Chief Executive to enable Council to lawfully make decisions of Council during the recess period. Failure to grant delegated authority may result in non-compliance of legislative provisions.

Our Governance No. 96 Cont...

**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.

|                      |                                                                                 |
|----------------------|---------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                            |
| <b>Submitted by:</b> | Community Development Officer                                                   |
| <b>Reference:</b>    | <b>ITEM GOV97/20</b>                                                            |
| <b>Subject:</b>      | <b>REVIEW - COMMUNITY ENGAGEMENT POLICY &amp; COMMUNITY ENGAGEMENT STRATEGY</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

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

#### **SUMMARY**

This report is to advise Council of a review of the current Community Engagement Policy and the Community Engagement Strategy review.

#### **OFFICER'S RECOMMENDATION:**

**That Council receive and adopt amendments to the Community Engagement Policy and Community Engagement Strategy.**

#### **BACKGROUND**

This policy provides framework to enable Tenterfield Shire Community to provide input into the formulation of strategy, policy and decision making to provide a consistent and transparent best-practice approach to consultation. The strategy identifies the methods of engagement Council uses.

#### **REPORT:**

The amendments align with current International Association for Public Participation core values and decision making research. Editions to this policy include the capturing of the new International Association of Public Participation Spectrum of Public Participation, Core Values and Code of Ethics. This is with the consent of the International Association of Public Participation for replication of information. Amendments to the Strategy mirror the changes to the policy.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Tenterfield Shire Council continue to actively communicate within the Shire through regular committee meetings, engagement, and consultation through various communication mediums.

##### **2. Policy and Regulation**

It is a requirement of Council to review this policy every three years. The last version of this policy is noted to be 24/11/2016 Resolution Number 266/16.

##### **3. Financial (Annual Budget & LTFP)**

Nil.



Our Governance No. 97 Cont...

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Permission was granted by International Association for Public Participation for the use of the IAP2 materials – Public Participation, Core Values and Code of Ethics with proper attribution to IAP2.

**7. Performance Measures**

Adoption and implementation of amended policy.

**8. Project Management**

Nil

**Harry Bolton**

**Manager Economic Development & Community Engagement**

|                               |                                                                                             |          |
|-------------------------------|---------------------------------------------------------------------------------------------|----------|
| Prepared by staff member:     | Rebekah Kelly                                                                               |          |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                        |          |
| Department:                   | Office of the Chief Executive                                                               |          |
| Attachments:                  | <b>1</b> Attachment 6 (Attachment Booklet 4) - Amended Community Engagement Policy No 1.036 | 8 Pages  |
|                               | <b>2</b> Attachment 7 (Attachment Booklet 4) - Community Engagement Strategy                | 20 Pages |

|                      |                                                               |
|----------------------|---------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                  |
| <b>Submitted by:</b> | Manager Finance & Technology                                  |
| <b>Reference:</b>    | <b>ITEM GOV98/20</b>                                          |
| <b>Subject:</b>      | <b>FINANCE &amp; ACCOUNTS - PERIOD ENDED 30 NOVEMBER 2020</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.                                                                     |
| <b>CSP Delivery Program</b> | 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 30 November 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 30 November 2020.

Cash Book Balances on this date were as follows:-

|                        |                |        |
|------------------------|----------------|--------|
| General (Consolidated) | \$4,561,754.27 | Credit |
| General Trust          | \$ 313,266.50  | Credit |

Our Governance No. 98 Cont...

(b) Summary of Investments

The attachment to this report is a certified schedule of all Council's investments as at 30 November 2020 showing the various invested amounts and applicable interest rates.

**Concealed Water Leakage Concession Policy Update**

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

**603 Certificates**

Number of applications for 603 Certificates as to Rates and Charges. During the sale of a property a 603 Certificate is usually requested to identify if there are any outstanding or payable fees to Council by way of rates, charges or otherwise in respect of a parcel of land. There were 54 applications for 603 Certificates in November 2020. In the calendar year to date, there have been 225 applications compared to 184 applications for the same period last year.

**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

Our Governance No. 98 Cont...

|                               |                                                      |                  |
|-------------------------------|------------------------------------------------------|------------------|
| 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:                  | <b>1</b> Investment Report as at 30<br>November 2020 | <b>1</b><br>Page |

**TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 30 NOVEMBER 2020**

| Financial Institution                   | Issuer Rating | Investment Term | Maturity Date | Interest Rate | Amount                     | Percentage Exposure  |
|-----------------------------------------|---------------|-----------------|---------------|---------------|----------------------------|----------------------|
| NAB                                     | AA-           | 60 Days         | 25/Dec/20     | 0.35%         | 3,000,000.00               | 32.00%               |
| <b><u>TOTAL NAB INVESTMENTS</u></b>     |               |                 |               |               | <b><u>3,000,000.00</u></b> | <b><u>32.00%</u></b> |
| Commonwealth Bank                       | AA-           | At Call         |               | 0.25%         | 1,374,261.39               | 14.66%               |
| Commonwealth Bank                       | AA-           | 2 Months        | 29/Jan/21     | 0.28%         | 3,000,000.00               | 32.00%               |
| <b><u>TOTAL CBA INVESTMENTS</u></b>     |               |                 |               |               | <b><u>4,374,261.39</u></b> | <b><u>46.66%</u></b> |
| Westpac                                 | AA-           | 3 Months        | 29/Jan/21     | 0.42%         | 2,000,000.00               | 21.34%               |
| <b><u>TOTAL WESTPAC INVESTMENTS</u></b> |               |                 |               |               | <b><u>2,000,000.00</u></b> | <b><u>21.34%</u></b> |
| <b>INVESTMENTS TOTAL</b>                |               |                 |               |               | <b>9,374,261.39</b>        | <b>100.00%</b>       |

**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.

|                      |                                                          |
|----------------------|----------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>             |
| <b>Submitted by:</b> | Manager Finance & Technology                             |
| <b>Reference:</b>    | <b>ITEM GOV99/20</b>                                     |
| <b>Subject:</b>      | <b>CAPITAL EXPENDITURE REPORT AS AT 30 NOVEMBER 2020</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.                                                                     |
| <b>CSP Delivery Program</b> | 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 30 November 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:**

The carry-forward budgets for capital projects not completed in 2019/20 will be presented in the first Quarterly Budget Review. These projects account for the most significant capital expenditure variances at this stage of the financial year, which is to be expected.

Staff have been reminded 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 future 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

Our Governance No. 99 Cont...

**3. Financial (Annual Budget & LTFF)**

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** Attachment 8 (Attachment Booklet 3  
4) - Capital Expenditure Report as Pages  
at 30 November 2020

**(ITEM RC29/20) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC**

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**REPORT BY:** Greg Sauer

The following items is attached for information:

- Delegates Report – November 2020

**RECOMMENDATION**

**That Council receive and note the Delegates Report for the Murray Darling Association Inc for November 2020.**

**ATTACHMENTS**

- 1 MDA Delegate's Report - November 2020 2 Pages



## MDA Delegate's Report for tabling at council November 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 403, CEO's report, region meetings and the latest edition of the Basin Bulletin.

### 1. MDA Board Meeting 403

The Murray Darling Association held its Ordinary Meeting of the Board Meeting 403 on Monday 19<sup>th</sup> of October 2020. The minutes are now available [here](#).

#### Key motions include:

##### **Motion 5.4** Regional Boundary realignment

The Board was provided with a briefing paper to inform the Board of progress to date and a proposed process going forward on the regional boundary review and realignment.

**Result:** All MDA members will be invited to participate in the Regional Boundary realignment consultation process.

##### **Motion 5.5:** M-DLGA Name change consultation

A briefing paper was provided to inform the Board of the proposed process for consultation with members on changing the organisation's name to the Murray-Darling Local Government Association (M-DLGA).

E Bradbury noted that the MDA executive will develop a consultation standard including a survey and some other tools, which will be distributed to the board and our members. The MDA executive will then develop a briefing paper on the consultations and at the 2021 strategic planning workshop we will conduct an EGM to resolve the matter.

**Result:** All MDA members will be invited to participate in the M-DLGA name change consultation process via email. A consultation survey is now available [here](#).

### 2. CEO's Report – Leadership succession

*"With the resounding success of the 2020 National Conference & AGM, and the adoption of our new strategic plan 'Vision 2025', it is with great excitement and enthusiasm that the team and I launch into the year ahead. Our focus will be on implementing year one of our 5 year plan, and giving effect to the priorities for local government so clearly outlined by our members at the 76th National Conference.*

*The MDA is continuing to grow from strength to strength, building knowledge, trust, confidence and unity across our Basin communities, making local leadership a national priority.*

*A key element of effective leadership is preparing for transition. With this in mind, I have advised the Board that it is my intention to hand over the reins at or before the 77th National Conference, to be held in Wentworth in August/September 2021.*

*I have been privileged to be in this role for the last 7 years, as we work to elevate the role and impact of councils informing better policy to benefit our communities. I am still excited and inspired every day by the opportunities before us, the plan for the year ahead, and by the people I work with right across the Basin! There is still, and will always be, so much more to be done.*

*This presents a wonderful opportunity for fresh talent to continue the journey beyond 2021. The right person will be carefully identified in the year ahead by their exceptional skills and experience in leadership, by their commitment to local government and our future in the Basin. This is a role that is humbling in its reach and responsibility, and boundless in its opportunity.*

*And as you are all aware, a commitment to the healthy future of the Murray-Darling Basin is a commitment for life. I look forward to continuing to contribute to the Basin community for the year ahead, and well beyond my tenure as CEO." Emma Bradbury*

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 September to November 2020 period:

| <b>Region</b> | <b>Meeting Type</b>    | <b>Date</b>       | <b>Minutes</b>                 |
|---------------|------------------------|-------------------|--------------------------------|
| Region 4      | AGM & Ordinary Meeting | 8 September 2020  | <a href="#">Available here</a> |
| Region 9      | Ordinary Meeting       | 17 September 2020 | <b>Available soon</b>          |
| Region 8      | Ordinary Meeting       | 25 September 2020 | <a href="#">Available here</a> |
| Region 2      | Ordinary Meeting       | 2 October 2020    | <a href="#">Available here</a> |
| Region 5      | Ordinary Meeting       | 26 October 2020   | <b>Available soon</b>          |
| Region 6      | Ordinary Meeting       | 6 November 2020   | <b>Available soon</b>          |
| Region 11     | Ordinary Meeting       | 13 November 2020  | <b>Available soon</b>          |

### **4. Basin Bulletin Issue 39 – October Newsletter**

The MDA publishes the Basin Bulletin newsletter monthly. This month's newsletter (Issue 39) included the following stories:

- Recap of the latest Basin Communities Leadership Program workshop in Warren
- Updates on the latest Basin reports
- Summary of the latest Basin news
- The latest CEO report

Basin Bulletin Issue 39 can be accessed [here](#). To receive the next edition of the Basin Bulletin, please register on the MDA website ([www.mda.asn.au](http://www.mda.asn.au)) or [email](#) MDA Comms and Engagement Officer Jess to request to be added to the distribution list.

**(ITEM RC30/20) REPORT OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - MEETINGS OF 13 NOVEMBER 2020**

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**REPORT BY:** Peter Petty, Chairperson

The Border Regional Organisation of Councils (BROC) met at Bingara (hosted by Gwydir Shire Council) on Friday, 13 November 2020. Minutes of the following meetings are attached:

- Annual General Meeting
- Ordinary Meeting

**RECOMMENDATION**

**That the report of the Border Regional Organisation of Councils (BROC) meetings of 13 November 2020 be received and noted.**

**ATTACHMENTS**

- 1** BROC Annual General Meeting - 13 November 2020 4 Pages
- 2** BROC - Minutes of Ordinary Meeting - 13 November 2020 7 Pages

Correspondence to: PO Box 214, Tenterfield NSW 2372  
 Email: [broc@tenterfield.nsw.gov.au](mailto:broc@tenterfield.nsw.gov.au)



# MINUTES

## ANNUAL GENERAL MEETING

### 13 November 2020 – Bingara (Gwydir Shire Council)

|                   |                                                                                                     |                                                   |                             |
|-------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------|-----------------------------|
| <b>Venue:</b>     | The Living Classroom<br>Narrabri Road, Bingara                                                      | <b>Date:</b>                                      | Friday, 13<br>November 2020 |
| <b>Chair:</b>     | Cr Peter Petty - Tenterfield                                                                        | <b>Time:</b>                                      | 10.50 am                    |
| <b>Attendees:</b> | Mayor Samatha O'Toole<br>CEO Matthew Magin                                                          | Balonne Shire Council                             |                             |
|                   | Mayor Lawrence Springborg<br>Cr Rob Mackenzie                                                       | Goondiwindi Regional Council                      |                             |
|                   | Mayor John Coulton<br>Cr Catherine Egan<br>Cr Tiffany Galvin<br>GM Max Eastcott<br>Mr David Coulton | Gwydir Shire Council                              |                             |
|                   | Cr Kate Dight                                                                                       | Inverell Shire Council                            |                             |
|                   | Cr Stephen Ritchie<br>Mr James Maxwell                                                              | Moree Plains Shire Council                        |                             |
|                   | Cr Andrew Gale                                                                                      | Southern Downs Regional Council                   |                             |
|                   | Chair – Mayor Peter Petty<br>Cr Brian Murray<br>CE Terry Dodds<br>Sec/Treasurer Noelene Hyde        | Tenterfield Shire Council                         |                             |
|                   | Mayor John Ferguson<br>CEO Lew Rojahn<br>Ms Donna Hobbs                                             | Bulloo Shire Council                              |                             |
|                   | Ms Emma Watts                                                                                       | Office of Cross Border Commissioner<br>(via Zoom) |                             |
|                   | Ms Katie Williams                                                                                   | Qld Dept Premier & Cabinet<br>(via Zoom)          |                             |
|                   | Ms Angela Doring                                                                                    | Australian Rail Track Corporation<br>(via Zoom)   |                             |
|                   | Mr Russell Stewart                                                                                  | RDA Northern Inland                               |                             |
|                   | Ms Kym Murphy                                                                                       | Dept Transport & Main Roads Qld<br>(via Zoom)     |                             |
| <b>File Ref:</b>  | G/21                                                                                                |                                                   |                             |

|           |                                                                                                                                 |
|-----------|---------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b> | <b>Meeting Open:</b><br>Mayor John Coulton extended a welcome to everyone to the meeting on behalf of the Gwydir Shire Council. |
|-----------|---------------------------------------------------------------------------------------------------------------------------------|

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|
| <b>2.</b> | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                |
|           | Cr Frances Young                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Gwydir Shire Council           |
|           | GM Lester Rodgers<br>Director Angus Witherby                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Moree Plains Shire Council     |
|           | Ms Janelle Saffin MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Member for Lismore             |
|           | Ann Leahy MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Member for Warrego             |
|           | Trudi Bartlett                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | RDA Darling Downs & South West |
|           | <b>Moved:</b> Tenterfield that the apologies be accepted. <b>Seconded:</b> Balonne<br><b>CARRIED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                |
| <b>3.</b> | <b>Minutes of Meeting – Annual General Meeting – 8 November 2019</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                |
| 3.1       | <b>Matters Arising from the Minutes</b><br>Nil                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                |
|           | <b>Moved:</b> Gwydir that the Minutes be accepted. <b>Seconded:</b> Inverell<br><b>CARRIED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                |
| <b>4.</b> | <b>Chairman’s Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                |
| 4.1       | <p>Chair Peter Petty presented his Chairman’ Report:</p> <p><i>“As I write this, my second Chairman’s Report, I look back at the year that was and I am so grateful that we live in the Bush and have this Organisation which is even more important and resilient in these border lock down times.</i></p> <p><i>With having only had two meetings this year; the first in St George (Balonne Shire) in February 2020, and what a wonderful tour we had the day before, looking at irrigation works, exclusion fencing and horticultural industry in and around St George. Thank you.</i></p> <p><i>The second meeting was a Zoom meeting in August 2020, hosted by Tenterfield Shire Council and I thank everybody for making a huge effort to make that work as well as it did.</i></p> <p><i>During the year we welcomed another Border Council into the BROC group, being Bulloo Shire, and I again welcome Mayor John Ferguson aka “Tractor” and his team to the Organisation making nine (9) affiliated Councils.</i></p> <p><i>Paroo Shire Council have also indicated an interest in joining and we are waiting to hear back from them, giving Ms Cassie White, their new Chief Executive Officer, time to settle into the role.</i></p> <p><i>I see our Group as only getting stronger and becoming a real voice in and around issues such as roads, waste, water, tourism and business and working together to make life so much better in our border regions.</i></p> <p><i>Coming from our last meeting, it was suggested we form working groups to help drive these issues to where they need to be which I fully support.</i></p> <p><i>Our relationship with our Cross Border Commissioner, Mr James McTavish, is a huge strength and he refers to us on many occasions.</i></p> |                                |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
|           | <p><i>Member for Warrego, Ann Leahy MP has been a regular attendee to this Group and has become a solid friend.</i></p> <p><i>Both NSW and Queensland RDA representatives have been regular attendees and they too, have strong links to this Group.</i></p> <p><i>We need to make these connections with our NSW and Queensland State Members, and also our Federal Members in Hon David Littleproud MP and Hon Barnaby Joyce MP and as Chair, I will work to make that happen.</i></p> <p><i>I thank Cr Kate Dight for her continued support as Deputy Chair and Noelene Hyde for the great job she does as our Secretary, and to you, our member Councils for your continued support and attendance at meetings.</i></p> <p><i>I am honoured to Chair this Group and the solid friendships we make, and the fact we don't view the border as an issue is such a great strength.</i></p> <p><i>God Bless and thank you.</i><br/> <i>Cr Peter Petty"</i></p> <p><b>Moved:</b> Tenterfield that the Chairman's Report be accepted.<br/> <b>Seconded:</b> Inverell</p> | <b>CARRIED</b> |
| <b>5.</b> | <b>Audited Financial Report as at 30 September 2020 (tabled)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                |
| 5.1       | <ul style="list-style-type: none"> <li>• Statement of Income and Expenditure for the period 1 October 2019 to 30 September 2020</li> <li>• Statement of Assets and Equity as at 30 September 2020</li> </ul> <p><b>Moved:</b> Gwydir that the Audited Financial Statements be accepted.<br/> <b>Seconded:</b> Balonne</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>CARRIED</b> |
| <b>6.</b> | <b>Items Listed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                |
| 6.1       | Cr Petty vacated the Chair,<br>Cr John Coulton acted as Returning Officer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| 6.2       | Nominations were called for the election of Chair<br><b>Moree</b> nominated Cr Peter Petty (Tenterfield) – nomination accepted.<br>There being no further nominations, Cr Peter Petty was declared elected as Chair.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |
| 6.3       | Nominations were called for the election of Deputy Chair<br><b>Tenterfield</b> nominated Cr Kate Dight (Inverell) – nomination accepted.<br>There being no further nominations, Cr Kate Dight was declared elected as Deputy Chair.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                |
| 6.4       | Nominations were called for the election of Secretary/Treasurer<br><b>Tenterfield</b> nominated Noelene Hyde (Tenterfield) – nomination accepted.<br>There being no further nominations, Noelene Hyde was declared elected.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                |
| 6.5       | Cr Peter Petty resumed the Chair.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                |
| 6.6       | Setting of Annual Membership Fee (currently \$500 pa)<br><b>Moved:</b> Southern Downs that the fees remain at \$500 per member Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                |

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | per year.<br><b>Seconded:</b> Moree<br><p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 6.7       | <p>Meeting Dates for 2021 – second Friday every 3 months (10.00 am local time)</p> <ul style="list-style-type: none"> <li>• Inverell Shire Council – 12 February 2021</li> <li>• Southern Downs Regional Council – 14 May 2021</li> <li>• Walgett Shire Council – 13 August 2021</li> <li>• Moree Plains Shire Council – 12 November 2021</li> </ul> <p>Meeting Dates for 2022 – second Friday every 3 months (10.00 am local time)</p> <ul style="list-style-type: none"> <li>• Balonne Shire Council – St George – 11 February 2022</li> <li>• Gwydir Shire Council – 13 May 2022</li> <li>• Bullo Shire – Thargomindah – 12 August 2022</li> <li>• Tenterfield – 11 November 2022</li> </ul> <p><b>Moved:</b> Southern Downs that the meeting dates for 2021 and 2022 be accepted.<br/> <b>Seconded:</b> Goondiwindi<br/> <p style="text-align: right;"><b>CARRIED</b></p></p> |
| <b>7.</b> | <b>General Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 7.1       | <p><b>Request for Membership – Paroo Shire Council</b><br/> The Chair noted the change of Chief Executive Officer at Paroo Shire Council. BROC will await receipt of a new application from Paroo Shire Council before proceeding further.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 7.2       | <p><b>BROC – Business Status</b><br/> Suggested that BROC seek advice as to requirements regarding its business status.</p> <p><b>Moved:</b> Inverell that BROC apply for an ABN if applicable and a report on the matter be brought to the next ordinary meeting.<br/> <b>Seconded:</b> Balonne<br/> <p style="text-align: right;"><b>CARRIED</b></p></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>8.</b> | <b>Next Annual General Meeting – 12 November 2021 at Moree Plains Shire Council</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| <b>9.</b> | <b>Meeting Closed</b><br>11.09 am                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

Correspondence to: PO Box 214, Tenterfield NSW 2372  
 Email: [broc@tenterfield.nsw.gov.au](mailto:broc@tenterfield.nsw.gov.au)



## MINUTES

### 13 November 2020 – Bingara (Gwydir Shire Council)

|                   |                                                                                                     |                                                   |                             |
|-------------------|-----------------------------------------------------------------------------------------------------|---------------------------------------------------|-----------------------------|
| <b>Venue:</b>     | The Living Classroom<br>Narrabri Road, Bingara                                                      | <b>Date:</b>                                      | Friday, 13<br>November 2020 |
| <b>Chair:</b>     | Cr Peter Petty - Tenterfield                                                                        | <b>Time:</b>                                      | 11.09 am                    |
| <b>Attendees:</b> | Mayor Samatha O'Toole<br>CEO Matthew Magin                                                          | Balonne Shire Council                             |                             |
|                   | Mayor Lawrence Springborg<br>Cr Rob Mackenzie                                                       | Goondiwindi Regional Council                      |                             |
|                   | Mayor John Coulton<br>Cr Catherine Egan<br>Cr Tiffany Galvin<br>GM Max Eastcott<br>Mr David Coulton | Gwydir Shire Council                              |                             |
|                   | Cr Kate Dight                                                                                       | Inverell Shire Council                            |                             |
|                   | Cr Stephen Ritchie<br>Mr James Maxwell                                                              | Moree Plains Shire Council                        |                             |
|                   | Cr Andrew Gale                                                                                      | Southern Downs Regional Council                   |                             |
|                   | Chair – Mayor Peter Petty<br>Cr Brian Murray<br>CE Terry Dodds<br>Sec/Treasurer Noelene Hyde        | Tenterfield Shire Council                         |                             |
|                   | Mayor John Ferguson<br>CEO Lew Rojahn<br>Ms Donna Hobbs                                             | Bulloo Shire Council                              |                             |
|                   | Ms Emma Watts                                                                                       | Office of Cross Border Commissioner<br>(via Zoom) |                             |
|                   | Ms Katie Williams                                                                                   | Qld Dept Premier & Cabinet<br>(via Zoom)          |                             |
|                   | Ms Angela Doring                                                                                    | Australian Rail Track Corporation<br>(via Zoom)   |                             |
|                   | Mr Russell Stewart                                                                                  | RDA Northern Inland                               |                             |
|                   | Ms Kym Murphy                                                                                       | Dept Transport & Main Roads Qld<br>(via Zoom)     |                             |
| <b>File Ref:</b>  | G/21                                                                                                |                                                   |                             |

|           |                                                                                                                                                                                                                                                                                                                                                                         |
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| <b>1.</b> | <p><b>Meeting Open:</b><br/>                 This meeting followed on immediately from the Annual General Meeting.</p> <p>Prior to the Annual General Meeting, Officers from the NSW Dept of Planning, Industry &amp; Environment presented to the meeting on the Border Rivers Regional Water Strategy, inviting members to complete the Regional Water Strategies</p> |
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|                         | Public Exhibition Submission Questionnaire (submissions closing 30 November 2020).                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| <b>2.</b>               | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
|                         | <table border="1"> <tr> <td>Cr Frances Young</td> <td>Gwydir Shire Council</td> </tr> <tr> <td>GM Lester Rodgers</td> <td>Moree Plains Shire Council</td> </tr> <tr> <td>Director Angus Witherby</td> <td></td> </tr> <tr> <td>Ms Janelle Saffin MP</td> <td>Member for Lismore</td> </tr> <tr> <td>Ann Leahy MP</td> <td>Member for Warrego</td> </tr> <tr> <td>Trudi Bartlett</td> <td>RDA Darling Downs &amp; South West</td> </tr> </table> <p><b>Moved:</b> Tenterfield that the apologies be accepted. <b>Seconded:</b> Balonne<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Cr Frances Young | Gwydir Shire Council | GM Lester Rodgers | Moree Plains Shire Council | Director Angus Witherby |  | Ms Janelle Saffin MP | Member for Lismore | Ann Leahy MP | Member for Warrego | Trudi Bartlett | RDA Darling Downs & South West |
| Cr Frances Young        | Gwydir Shire Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| GM Lester Rodgers       | Moree Plains Shire Council                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| Director Angus Witherby |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| Ms Janelle Saffin MP    | Member for Lismore                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| Ann Leahy MP            | Member for Warrego                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| Trudi Bartlett          | RDA Darling Downs & South West                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| <b>3.</b>               | <b>Minutes of Meeting – Zoom Meeting – 14 August 2020</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| 3.1                     | <p><b>Matters Arising from the Minutes</b></p> <p>1. <b>Balonne Shire Council – Hebel-Goodooga Road Link – Upgrade to Bitumen</b><br/> Chief Executive Officer Matthew Magin advised that funding for this upgrade has been received.</p> <p>2. <b>Bruxner Way Joint Committee</b><br/> Chair Peter Petty referred to a presentation given to the recent meeting of the Country Mayors’ Association by Peter Duncan AM, Member of the Independent Panel for the Road Classification Review &amp; Transfer, and Commissioner of the Independent Planning Commission.</p> <p>The deadline for nominations on all roads proposed for priority and non-priority reclassification and/or transfer was September 2020 with a further request for Councils to now confirm roads for reallocation as State Highways.</p> <p>The interim report to the Minister for Regional Transport &amp; Roads is anticipated early 2021.</p> <p><b>Moved:</b> Southern Downs that the Minutes be accepted. <b>Seconded:</b> Balonne<br/> <b>CARRIED</b></p> |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| <b>4.</b>               | <b>Correspondence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |
| 4.1                     | <p><b>Inwards:</b></p> <ul style="list-style-type: none"> <li>• Bank Statements Warwick Credit Union &amp; National Australia Bank</li> <li>• Fixed Term Certificate – Warwick Credit Union</li> <li>• Inverell Shire Council – Regional Road Transfer &amp; Road Classification Review</li> <li>• Bulloo Shire – Expression of thanks for letters of support for Warri Gate Road.</li> <li>• Mr Christopher Gulaptis MP – Parliamentary Secretary for Regional Roads &amp; Infrastructure – Warri Gate Road.</li> <li>• Better Building Finance – Information for BROC Councils – Sustainability Finance, and Better Building Finance Collaboration.</li> <li>• Amanda Yeates – Deputy Director-General (Infrastructure Management &amp; Delivery – Dept Transport &amp; Main Roads – Warri Gate Road.</li> </ul>                                                                                                                                                                                                                      |                  |                      |                   |                            |                         |  |                      |                    |              |                    |                |                                |

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| 4.2                                                | <p><b>Outwards:</b></p> <ul style="list-style-type: none"> <li>• As per Matters Arising from the Minutes. <ul style="list-style-type: none"> <li>○ Waste to Energy – Copy of Funding Application for seed funding.</li> <li>○ Balonne Shire Council – Hebel-Goodooga Road Link – Copy of letter of support.</li> <li>○ Bulloo Shire Council – Warri Gate Road – Copy of letters of support.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
|                                                    | <p><b>Moved:</b> Goondiwindi that correspondence be received and noted.<br/> <b>Seconded:</b> Balonne</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| 4.3                                                | <p><b>Matters arising from Correspondence</b><br/> Nil</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| <b>5.</b>                                          | <p><b>Financial Report as at 10 November 2020</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| 5.1                                                | <p><b>Transactions since last meeting:</b><br/> <b><u>National Australia Bank – 69-022-2187</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Opening Balance as at 11 July 2020</td> <td style="text-align: right;"><b>\$11,593.12</b></td> </tr> <tr> <td>Interest</td> <td style="text-align: right;">\$ 0.29</td> </tr> <tr> <td>Cheque 000044 (Set up of website)</td> <td style="text-align: right;">\$ 112.53</td> </tr> <tr> <td>Balance as at 9 October 2020</td> <td style="text-align: right;"><b>\$11,480.88</b></td> </tr> </table> <p><b><u>National Australia Bank – Term Deposit 42-388-8697</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Lodged 27 December 2018 for 12 months @ 2.75%</td> <td style="text-align: right;">\$10,052.36</td> </tr> <tr> <td>Re-invested 27 December 2019 for 12 months @ 1.50%</td> <td style="text-align: right;"><b>\$10,328.80</b></td> </tr> <tr> <td>Maturity Date – 27 December 2020</td> <td></td> </tr> </table> <p><b><u>Warwick Credit Union – 400379187</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Opening Balance 1 July 2020</td> <td style="text-align: right;"><b>\$ -8.27</b></td> </tr> <tr> <td>Paper Statement Fee/Interest Debit – 31 July 2020</td> <td style="text-align: right;">-2.14</td> </tr> <tr> <td>Opening Balance 1 August 2020</td> <td style="text-align: right;"><b>-10.41</b></td> </tr> <tr> <td>Paper Statement Fee/Interest Debit – 1 August 2020</td> <td style="text-align: right;">- 2.07</td> </tr> <tr> <td>Adjustment</td> <td style="text-align: right;">12.41</td> </tr> <tr> <td>Closing Balance 30 September 2020</td> <td style="text-align: right;"><b>\$ - 0.07</b></td> </tr> </table> <p><b><u>Warwick Credit Union – Fixed Term Deposit 100005924</u></b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Opening Balance as at 31 August 2020</td> <td style="text-align: right;"><b>\$ 11,301.79</b></td> </tr> <tr> <td>Interest Paid 0.95%</td> <td style="text-align: right;">\$ 26.99</td> </tr> <tr> <td>Reinvested 22 October 2020 @ 0.750%</td> <td style="text-align: right;"><b>\$ 11,328.78</b></td> </tr> <tr> <td>Maturity Date – 22 January 2021</td> <td></td> </tr> </table> | Opening Balance as at 11 July 2020 | <b>\$11,593.12</b> | Interest | \$ 0.29 | Cheque 000044 (Set up of website) | \$ 112.53 | Balance as at 9 October 2020 | <b>\$11,480.88</b> | Lodged 27 December 2018 for 12 months @ 2.75% | \$10,052.36 | Re-invested 27 December 2019 for 12 months @ 1.50% | <b>\$10,328.80</b> | Maturity Date – 27 December 2020 |  | Opening Balance 1 July 2020 | <b>\$ -8.27</b> | Paper Statement Fee/Interest Debit – 31 July 2020 | -2.14 | Opening Balance 1 August 2020 | <b>-10.41</b> | Paper Statement Fee/Interest Debit – 1 August 2020 | - 2.07 | Adjustment | 12.41 | Closing Balance 30 September 2020 | <b>\$ - 0.07</b> | Opening Balance as at 31 August 2020 | <b>\$ 11,301.79</b> | Interest Paid 0.95% | \$ 26.99 | Reinvested 22 October 2020 @ 0.750% | <b>\$ 11,328.78</b> | Maturity Date – 22 January 2021 |  |
| Opening Balance as at 11 July 2020                 | <b>\$11,593.12</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Interest                                           | \$ 0.29                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Cheque 000044 (Set up of website)                  | \$ 112.53                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Balance as at 9 October 2020                       | <b>\$11,480.88</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Lodged 27 December 2018 for 12 months @ 2.75%      | \$10,052.36                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Re-invested 27 December 2019 for 12 months @ 1.50% | <b>\$10,328.80</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Maturity Date – 27 December 2020                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Opening Balance 1 July 2020                        | <b>\$ -8.27</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Paper Statement Fee/Interest Debit – 31 July 2020  | -2.14                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Opening Balance 1 August 2020                      | <b>-10.41</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Paper Statement Fee/Interest Debit – 1 August 2020 | - 2.07                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Adjustment                                         | 12.41                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Closing Balance 30 September 2020                  | <b>\$ - 0.07</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Opening Balance as at 31 August 2020               | <b>\$ 11,301.79</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Interest Paid 0.95%                                | \$ 26.99                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Reinvested 22 October 2020 @ 0.750%                | <b>\$ 11,328.78</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| Maturity Date – 22 January 2021                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
|                                                    | <p><b>Moved:</b> Moree that the Financial Report be accepted.<br/> <b>Seconded:</b> Goondiwindi</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| 5.2                                                | <p><b>Matters arising from Financial Report</b><br/> Nil</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |
| <b>6.</b>                                          | <p><b>Items Listed</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                    |                    |          |         |                                   |           |                              |                    |                                               |             |                                                    |                    |                                  |  |                             |                 |                                                   |       |                               |               |                                                    |        |            |       |                                   |                  |                                      |                     |                     |          |                                     |                     |                                 |  |

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|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6.1       | <p><b>Balonne Shire Council – Request for General Conversation Regarding Water</b></p> <p>Chief Executive Officer Matthew Magin highlighted the range of issues regarding cross border water and the need to involve the relevant Government Departments for water from both sides of the border to discuss issues with the border Councils.</p> <p>He suggested a Working Group could be formed to do this as Queensland/NSW authorities need to have some cohesion and BROC needs to have a position regarding recycled water, dams, etc.</p> <p>Tenterfield Chief Executive Terry Dodds raised the issue of use of recycled water for domestic use and the huge task of education. This should be a Government initiative as it too large for any individual Council to undertake.</p> <p><b>Moved:</b> Inverell that the Heads of Water in Government and Industry for both Queensland and NSW be invited to the BROC meeting at Inverell Shire Council on Friday, 12 February 2021 to discuss the cross border water issues.<br/> <b>Seconded:</b> Goondiwindi</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>ACTIONS:</b></p> <ul style="list-style-type: none"> <li>• Tenterfield to organise the attendance of WaterNSW at the Inverell meeting.</li> <li>• Ms Katie Williams &amp; Goondiwindi Mayor to organise the attendance of the appropriate Queensland bodies.</li> <li>• Extend an invitation to Paroo Shire (about to switch on their water recycling plant)</li> <li>• Each Council to showcase what they are doing regarding water recycling.</li> </ul> |
|           | <p><i>The Meeting adjourned for morning tea, the time being 11.42 am.</i></p> <p><i>The Meeting reconvened at 12 noon.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>7.</b> | <b>General Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
|           | <p><b>7.1 Waste to Energy</b></p> <p>Tenterfield Chief Executive Terry Dodds referred to the address by Mr Tim Breen of Nilwaste Energy at the August 2020 meeting and their application on BROC's behalf seeking seed funding to pursue Waste to Energy (W2E).</p> <p>Mr Dodds advised that W2E reduces the energy footprint and is not only about power, there are a lot of other uses. He noted that the Greens were defeated in NSW Parliament in their attempt to ban W2E.</p> <p>There needs to be a common demoninator for Councils along the border as it is beyond an individual Council's capacity to supply the waste volumes required. Tenterfield and Moree Shires have taken W2E up with the EPA in order to change their policy.</p> <p><b>Moved:</b> Inverell that Tenterfield be the lead Council to source grant funding for waste conversion.<br/> <b>Seconded:</b> Gwydir</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

**7.2 RDANI – Support for Migration**

Chair of RDANI, Russell Stewart advised that NSW Finance have now returned the responsibility for migration for the region back to RDANI. Migrant numbers have been slashed due to COVID (from 300 to 40) but there remain quality positions which need to be filled.

Mr Stewart asked BROC to assist in providing a letter of support to RDANI at the February 2021 meeting highlighting the skills in demand in each of the Council areas. RDANI will be seeking to have the Federal Government List of Skills in Demand updated to more reflect the needs of the region.

*Below you will find the Federal Government’s list of Skills in Demand. This is the list RDANI have to adhere to when looking to bring migrants into our region. Most agree that outside of medical, many of the current skills required in the bush are not included. The input of our BROC members as discussed would be very much appreciated in order for us to attempt to have this list updated to more reflect the needs of our region.*

| <b>ANZSCO Code</b> | <b>Occupation</b>                                |
|--------------------|--------------------------------------------------|
| 133211             | Engineering Manager                              |
| 233211             | Civil Engineer                                   |
| 233212             | Geotechnical Engineer                            |
| 233214             | Structural Engineer                              |
| 233215             | Transport Engineer                               |
| 233511             | Industrial Engineer                              |
| 233512             | Mechanical Engineer                              |
| 233513             | Production or Plant Engineer                     |
| 233911             | Aeronautical Engineer                            |
| 233912             | Agricultural Engineer                            |
| 233913             | Biomedical Engineer                              |
| 233916             | Naval Architect                                  |
| 233999             | Engineering Professionals nec                    |
| 254411             | Nurse Practitioner                               |
| 254412             | Registered Nurse (Aged Care)                     |
| 254413             | Registered Nurse (Child and Family Health)       |
| 254414             | Registered Nurse (Community Health)              |
| 254415             | Registered Nurse (Critical Care and Emergency)   |
| 254416             | Registered Nurse (Developmental Disability)      |
| 254417             | Registered Nurse (Disability and Rehabilitation) |
| 254418             | Registered Nurse (Medical)                       |
| 254421             | Registered Nurse (Medical Practice)              |

|  |        |                                          |
|--|--------|------------------------------------------|
|  | 254422 | Registered Nurse (Mental Health)         |
|  | 254423 | Registered Nurse (Perioperative)         |
|  | 254424 | Registered Nurse (Surgical)              |
|  | 254425 | Registered Nurse (Paediatric)            |
|  | 254499 | Registered Nurses nec                    |
|  | 261311 | Analyst Programmer                       |
|  | 261312 | Developer Programmer                     |
|  | 261313 | Software Engineer                        |
|  | 263111 | Computer Network and Systems Engineer    |
|  | 312211 | Civil Engineering Draftsperson           |
|  | 312212 | Civil Engineering Technician             |
|  | 312999 | Building and Engineering Technicians nec |

**ACTION:** Councils to provide a list of current skills required to Noelene [n.hyde@tenterfield.nsw.gov.au](mailto:n.hyde@tenterfield.nsw.gov.au) by Monday, 1 February 2021 so that a letter of support for RDANI can be drafted prior to the February meeting.

**ACTION:** Mr Stewart to collaborate with RDA Darling & South West to include the Queensland Councils.

**ACTION:** Request to visit the RDANI Shearing School at Glen Innes – options to be investigated.

**7.3 Gwydir Shire Council – Future Drought Fund Drought Resilience Research & Adoption Program – Drought Resilience Adoption and Innovation Hubs**

Mayor John Coulton referred to this round of grant funding, advising that a consortium can apply but must have an ABN. The funding is \$2m for three (3) years (being \$2m each year).

Chair of RDANI, Mr Russell Stewart indicated that RDANI will support any application.

**Moved:** Inverell

- (1) That BROC investigate participation in the Future Drought Fund Drought Resilience Research and Adoption Program – Drought Resilience Adoption and Innovation Hubs.
- (2) The application to be for the purposes of waste conversion, water issues or other issues relative to individual Councils; and
- (3) That BROC engage Mr Nick Tobin to consult with individual Councils to formulate the application and obtain a quote for the work.

**Seconded:** Tenterfield

**CARRIED**

**7.4 Inverell Shire Council – China Trade Issues**

Cr Kate Dight referred to the concerns relating to the current trade issues with China and the impact on Australian agriculture.

|  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|--|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <p><b>Moved:</b> Inverell</p> <p>(1) That BROC approach the Assistant Federal Minister for Trade to speak to the Group at one of the meetings regarding trade issues with China with a view to looking into the future going forward; or</p> <p>(2) A delegation of BROC members meet with the Assistant Federal Minister for Trade.</p> <p><b>Seconded:</b> Balonne</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><b>7.5 Goondiwindi Regional Council – Closure of Queensland/NSW Border</b></p> <p>Mayor Lawrence Springborg referred to the closure of the border due to COVID regulations and the effect of agriculture, stressing that there is a need for an industry-wide bubble in case of future border closures. The Queensland Chief Health Officer is very amenable to this happening if good COVID plans are in place.</p> <p><b>ACTION:</b> Mayor Springborg to report back to the next BROC meeting.</p> |
|  | <p><b>Meeting Closed</b></p> <p>The Meeting closed at 1.01 pm with Chair Peter Petty extending his best wishes to all for the Christmas Season.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |

**(ITEM RC31/20) REPORTS OF COMMITTEES & DELEGATES - TOURISM ADVISORY COMMITTEE MEETING - 26 NOVEMBER 2020**

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**REPORT BY:** Bob Rogan (Chairperson)

A meeting of the Tourism Advisory Committee was held on Thursday, 26 November 2020 at Tenterfield.

Minutes of the meeting are attached.

**RECOMMENDATION**

**That the report of the Tourism Advisory Committee meeting of 26 November 2020 be received and noted.**

**ATTACHMENTS**

**1** Minutes - Tourism Advisory Committee 2 Pages

**TENTERFIELD TOURISM ADVISORY COMMITTEE**

**MINUTES OF MEETING HELD IN TENTERFIELD ON NOVEMBER 26<sup>TH</sup> 2020**

Present: Bob Rogan (chair), Harry Bolton, Liz Robertson, Gary Verri, Pete Robinson (sec.)

Guests – Jane Swney, Zara Stone.

Apologies: Margie Whittiker, Kevin Santin, Judy Murphy.

Chairman Bob opened the meeting at 5.31 pm and paid respect to the local elders past and present and to any Aboriginal people present, and welcomed guests Jane and Zara.

Minutes of meeting in Legume on 30<sup>th</sup> September: Pete read through the minutes of the last meeting, which were approved by Bob and seconded by Gary.

Matters arising: The GPS- identified sites for the four sign locations at Cullendore, Amosfield, Bald Rock and Hootens Road are not accurate and to be used as a guide to select a suitable site in the immediate area.

The need for road maintenance and improvement on Gum Flat Road and Kildare Road was emphasised, plus upgrading of facilities at Mt. Mackenzie Lookout (see later).

Update on items from last meeting: Harry gave an update on economic developments:

- Local road upgrades are continuing, with an emphasis on roads used by visitors
- ABC 'Back Roads' TV programme is currently focussing on Tenterfield
- NE High Country photo shoot is continuing
- Recent TV advertising appears to have been successful in attracting more visitors
- Accommodation and businesses are well patronised and booked well ahead
- Vacant shop premises are mostly due to reopen soon with new tenants
- Four blocks on the industrial estate have been sold recently, a fifth is due for sale
- There is growing commitment and support for the mountain biking project.

Sculpture Walk Project: Zara Stone introduced the plans to create sculptures along the Tenterfield Creek walk between Rotary Park in the north and the showground in the south, starting with a Land Council display with an Aboriginal theme in Rotary Park, then a feature relating to an old traditional cottage, then a site featuring cattle and collie dogs, followed by a site with a horticultural theme, and finally a horse sculpture in recognition of the Tenterfield Light Horse. Information boards will be included, and further items may be added such as a restorative sculpture of the old piano which was washed downstream from the showground shearing pavilion during the 2011 flood.



New members: Bob proposed a motion that Jane Swney and Zara Stone be invited to become members of the committee, seconded by Gary, carried unanimously.

Mt. Mackenzie lookout facilities: this major tourist attraction urgently needs upgrading to cater for visitors. Including upgrades to the road access to cater for large coaches, enlargement of the turn-around space to cater for coaches and caravans, upgrading of the toilets to include disabled facilities, and improvements to signage. A motion was proposed by Liz and seconded by Jane "That the Tourism Advisory Committee submit a formal request in writing to the Council staff to put together and submit a request to the National Parks and Wildlife Service for improvements to be carried out at the Mount Mackenzie Lookout facilities including accessibility for large coaches, improved parking and turn-around facilities, and the upgrading of the public toilets to include disabled facilities and regular maintenance." Carried unanimously.

Mountain biking update: Plans to develop Tenterfield into a major mountain biking destination are proceeding based on four trail heads including Tenterfield town, Boonooboonoo, and one each in the east and west of the shire, up to 150 km. in length. Control group Angry Bull is collaborating with other groups such as Backtrack to source funds and identify trail builders, and hopes to have a trail operational by September 2021 and the project completed by the end of 2022. The project will provide local employment, especially for young people and could be a long-term financial stimulus for the shire.  
A business case has been produced and can be found on the Council's website.

Next meeting: The next meeting will be held in February at a date and location to be announced nearer the time.

Meeting closed at 7.07 pm.

|                      |                                                                                                                       |
|----------------------|-----------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                                                                  |
| <b>Submitted by:</b> | Councillor Bob Rogan                                                                                                  |
| <b>Reference:</b>    | <b>ITEM NM9/20</b>                                                                                                    |
| <b>Subject:</b>      | <b>NOTICE OF MOTION - SUBMISSION TO NSW NATIONAL PARKS &amp; WILDLIFE SERVICE REGARDING MT MACKENZIE LOOKOUT AREA</b> |

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#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                       |
|-----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Economy</b> - ECON 7 - Tourism is valued, promoted and tourists are welcomed for the positive contribution they make to the community and economy. |
| <b>CSP Strategy:</b>        | Provide visitors with information and tools to enjoy and access our local attractions and experiences.                                                |
| <b>CSP Delivery Program</b> | Promote Tenterfield Shire as a tourism destination.                                                                                                   |

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#### **SUMMARY**

A Meeting of the Tenterfield Tourism Advisory Committee on 26 November resolved to approach Council to officially make a submission to NSW National Parks & Wildlife Service requesting an upgrade to the Mt Mackenzie Lookout area.

#### **RECOMMENDATION:**

##### **That Council:**

- (1) Receive a report on possible upgrades to the Mt Mackenzie Lookout, including the upgrade of toilet facilities (and where possible partnership) with NSW National Parks & Wildlife Service, with a view to enhance visitor experience; and**
- (2) Include in the upcoming review of the Road Network Management Plan, the provision for upgrading the current access to Mt Mackenzie Lookout to a standard that will allow coaches to access the area.**

#### **BACKGROUND**

General Business discussion during the Tourism Advisory Committee Meeting of 26 November 2020, centered around the need to consider improvements to the Mt Mackenzie Lookout area, with particular emphasis on access and on improved toilet facilities and signage.

It was considered that this area will require an upgrade to ensure increased activity as the anticipated numbers of tourists/visitors rise. This area will also become important in the future proofing of Tenterfield post the heavy vehicle bypass.

#### **REPORT:**

The Meeting unanimously passed a motion to approach Council with a request to officially make a submission to NSW National Parks & Wildlife Service requesting an upgrade to the toilet and to provide disabled access. This request to include the holding of discussions with Council in collaboration if necessary, to improve road access, in particular for buses.

Notice of Motion No. 9 Cont...

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

No broad scale consultation has been undertaken of the community however requests have been received from visitors to the site and raised with the Tourism Advisory Committee.

#### **2. Policy and Regulation**

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

#### **3. Financial (Annual Budget & LTFP)**

Detailed assessment of financial implications are unable to be determined without further investigation of the site and a design of the proposed upgrades. Even if Council seeks grant funding additional depreciation expenses will need to be determined for any increase in service potential. The cost for public facilities will largely depend on the constraints of the site and the service level proposed, supposing Council fund the upgrade of our facility on the site.

In considering upgrades to the area staff will also take into consideration where service levels can be reduced across the network to accommodate the changes in asset service in line with concerns expressed around the long term financial sustainability forecast in the long term financial plan.

#### **4. Asset Management (AMS)**

Council currently has the toilet block at the lookout listed on the Council asset register. Council staff have already commenced putting together a scoping document for tourist infrastructure and buses at the lookout and turnaround area (and access to the towers).

The purpose of the scoping document is for consideration when eligible grants arise and to clarify a number of issues such as the legal access, the requirement of tower access and our leases, clearing of the protection zone, overall financial impact of increased service on the Asset Management Strategy Costing.

It is by no means complete at this stage however is aimed at potential tourism grants notwithstanding the need to identify the long-term impacts on Council costs even if the works were fully funded.

One thing to consider is that very little of Mount McKenzie Road and the turnaround area are in road reserve necessitating a more detailed analysis of the cost and opportunity to address the land issues with the alignment.

#### **5. Workforce (WMS)**

Nil.

#### **6. Legal and Risk Management**

Nil.

#### **7. Performance Measures**

Nil.

#### **8. Project Management**

Nil.

Notice of Motion No. 9 Cont...

**Bob Rogan**  
**Councillor**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by Councillor:       | Bob Rogan                                 |
| Approved/Reviewed by Manager: | Terry Dodds, Chief Executive              |
| Department:                   | Office of the Chief Executive             |
| Attachments:                  | There are no attachments for this report. |

|                      |                                                    |
|----------------------|----------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>               |
| <b>Submitted by:</b> | Executive Assistant & Media                        |
| <b>Reference:</b>    | <b>ITEM RES11/20</b>                               |
| <b>Subject:</b>      | <b>COUNCIL RESOLUTION REGISTER - DECEMBER 2020</b> |

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

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

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**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 December 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:                  | <b>1</b> Attachment 9 (Attachment Booklet 33<br>4) - Resolution Register December Pages<br>2020 |