



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER

ORDINARY COUNCIL MEETING

WEDNESDAY, 24 MARCH 2021

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 Torrington Community Hall, on **Wednesday, 24 March 2021** commencing at **9.30 am**.

Kylie Smith
Acting 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 Jukemba, Kamilaroi and Bundjalung nations and extend that respect to other Aboriginal people present."*

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### 4. DISCLOSURES & DECLARATIONS OF INTEREST

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**15. CONFIDENTIAL BUSINESS**

**16. MEETING CLOSED**

**(ITEM MIN2/21) CONFIRMATION OF PREVIOUS MINUTES**

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**REPORT BY:** Christie Fitzpatrick

**RECOMMENDATION**

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

- **Ordinary Council Meeting – 24 February 2021**

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

**ATTACHMENTS**

- 1** Ordinary Council Meeting Minutes - 24 February 2021 24 Pages

# MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

## MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 24 FEBRUARY 2021

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion, rear of Memorial Hall, Molesworth Street, Tenterfield on Wednesday, 24 February 2021 commencing at 9.30 am.

**ATTENDANCE**

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

**ALSO IN ATTENDANCE**

Acting Chief Executive (Kylie Smith)  
Executive Assistant & Media (Noelene Hyde)  
Acting Chief Corporate Officer (Paul Della)  
Director Infrastructure (Fiona Keneally)  
Admin & Web Assistant (Christie Fitzpatrick)

*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**

Nil

**DISCLOSURE & DECLARATIONS OF INTEREST**

**6/21** **Resolved** that Councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

| <b>Name</b>       | <b>Type</b>                                                                                                                                                    | <b>Item</b>                                                                            |
|-------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| Cr Tom Peters     | Non Pecuniary Significant – will remain in the meeting and vote.<br><i>Resident of Sandy Flat and knows most of the parties involved in the DA submissions</i> | ENV1/21 – DA 2020.114<br>Truck Depot & Office –<br>162A Sandy Flat Road,<br>Sandy Flat |
| Mayor Peter Petty | Less than Significant Non Pecuniary – will remain in the meeting and vote.<br><i>Patron of the Tenterfield Bumblebees</i>                                      | COM3/21 – Request for In Principle Support for a Lease of Land at Federation Park      |

(Bronwyn Petrie/Greg Sauer)

**Motion Carried**

**(ITEM MIN1/21) CONFIRMATION OF PREVIOUS MINUTES**

**7/21** **Resolved** that the Minutes of the following Meetings of Tenterfield Shire Council:

- Ordinary Council Meeting – 16 December 2020
- Extraordinary Council Meeting – 29 January 2021 (9.30 am)
- Extraordinary Council Meeting – 29 January 2021 (10.30 am)

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

(Brian Murray/Bob Rogan)

**Motion Carried**

**TABLING OF DOCUMENTS**

**8/21** **Resolved** that the tabled documents regarding Item ENV1/21 – DA 2020.114 be received:

- T & A Bulmer – Support documents for address to Council - Updated Plan, Response to Submissions, Review of Conditions of Consent & Conclusion Comments
- S Hillery – Support document for address to Council

(Michael Petrie/Donald Forbes)

**Motion Carried**

**URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS**

**9/21** **Resolved** that the Addendum Agendas relating to the following items of business be received and accepted:

- Item COM6/21 – Regulatory & Open Space – Update Fund Raising Stalls Policy – No. 1.060
- Confidential Item GOV16/21 – Recruitment Agency Procurement For Chief Executive Recruitment
- Confidential Item ECO4/21 – Variation To Contract Number RFT 17-19/20
- Confidential Item ECO4/21 – Variation To Contract Number RFT 18-19/20

(Greg Sauer/Gary Verri)

**Motion Carried**

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

**Item ENV1/21 – DA 2020.114 -Truck Depot & Office, 162A Sandy Flat Road, Sandy Flat**

The following interested parties addressed Council with respect to DA 2020.114 via Zoom:

- Tina and Allen Bulmer – Speaking in favour of the recommendation;
- Simon Hicks – Speaking against the recommendation;
- Sonia Hillery – Speaking against the recommendation.

**Item ENV2/21 – DA 2020.069 – Primitive Campground – 57 Holleys Road, Tenterfield**

Mr Brad Middleton addressed Council with respect to DA 2020.068 via Zoom, speaking in favour of the recommendation.

**Confidential Item GOV15/21 – Water Pricing Issues – Request From Local Business Operator**

Mr Steve Swney addressed Council via Zoom with respect to this confidential item.

**PROCEDURAL MOTION**

- 10/21** **Resolved** that Development Application Items ENV1/21 and ENV2/21 be moved forward in the Agenda for consideration at this time.

(Greg Sauer/Tom Peters)

**Motion Carried**

**OPEN COUNCIL REPORTS**

**OUR ENVIRONMENT**

*Planning Consultant Anthony Daintith entered the Meeting, the time being 10.15 am.*

**(ITEM ENV1/21) DEVELOPMENT APPLICATION 2020.114 TRUCK DEPOT AND OFFICE - 162A SANDY FLAT ROAD, SANDY FLAT**

**SUMMARY**

The purpose of this report is to present to Council Development Application 2020.114 for the continued use and operation of a Truck Depot and Office at 162A Sandy Flat Road, Sandy Flat. The application is recommended for approval subject to conditions as contained in the External Planning Assessment Report Attachment 1 (Attachment Booklet 1).

**RECOMMENDATION**

That Council:

- (1) Approve Development Application 2020.114 for a truck depot and office at 162a Sandy Flat Road, Sandy Flat subject to conditions as contained in Attachment 2 (Attachment Booklet 1); and
- (2) Notify those persons who made submissions in relation to the determination of the Development Application.

(Greg Sauer/Tom Peters)



**AMENDMENT**

Add new Item (3):

1. That Condition 29 (Internal Access Road) be amended to read as follows:

**Private Access Road**

The proposed internal access road from Primrose Hill Road to the workshop site is to be constructed with a minimum gravel formation width of 6 metres with a 2 coat bitumen seal of 5 metres.

The works are to be completed within six (6) months of the date of this consent. The internal road is to be maintained to the standard of the original construction to ensure that there is no offsite dust impact.

Prior to construction of the internal access road, the applicant is to obtain any necessary approvals under the *Water Management Act 2000* for any watercourse crossings.

2. Remove Condition 12 as amendment alters this condition;
3. Amend Condition 27 and 28 to reflect a 6 month period of works in accordance with the changes proposed in Condition 29.
4. Remove dot point one from Condition 32.

(Bob Rogan/Gary Verri)

**Amendment Carried Unanimously**

**Recording of the Vote (Planning Issue)**

- Voting for the Motion: Mayor Petty, Deputy Mayor Sauer, Councillors M Petrie, B Rogan, B Murray, G Verri, B Petrie, D Forbes, J Macnish, T Peters

**11/21**

**Resolved** that Council:

- (1) Approve Development Application 2020.114 for a truck depot and office at 162a Sandy Flat Road, Sandy Flat subject to conditions as contained in Attachment 2 (Attachment Booklet 1) and amendment as per Item (3) of this Resolution.
- (2) Notify those persons who made submissions in relation to the determination of the Development Application.
- (3) 1. That Condition 29 (Internal Access Road) be amended to read as follows:

**Private Access Road**

The proposed internal access road from Primrose Hill Road to the workshop site is to be constructed with a minimum gravel formation width of 6 metres with a 2 coat bitumen seal of 5 metres.

The works are to be completed within six (6) months of the date of this consent. The internal road is to be maintained to the standard of the original construction to ensure that there is no offsite dust impact.

Prior to construction of the internal access road, the applicant is to obtain any necessary approvals under the *Water Management Act 2000* for any watercourse crossings.

2. Remove Condition 12 as amendment alters this condition;
3. Amend Condition 27 and 28 to reflect a 6 month period of works in accordance with the changes proposed in Condition 29.
4. Remove dot point one from Condition 32.

(Greg Sauer/Tom Peters)

**Motion Carried**

***Recording of the Vote (Planning Issue)***

- Voting for the Motion: Mayor Petty, Councillors M Petrie, B Rogan, B Murray, G Verri, B Petrie, D Forbes, J Macnish
- Voting against the Motion: Deputy Mayor Sauer, Councillor T Peters

*Planning Consultant Anthony Daintith left the Meeting, the time being 11.05 am.*

**SUSPENSION OF STANDING ORDERS**

**12/21** **Resolved** that Standing Orders be suspended.

(Gary Verri/Michael Petrie)

**Motion Carried**

*The Meeting adjourned for Morning Tea, the time being 11.06 am.*

*The Meeting reconvened with the same members present and the addition of Manager Planning & Development Services, Tamai Davidson, the time being 11.28 am.*

**RESUMPTION OF STANDING ORDERS**

**13/21** **Resolved** that Standing Orders be resumed.

(Tom Peters/Bob Rogan)

**Motion Carried**

**(ITEM ENV2/21) DEVELOPMENT APPLICATION 2020.069 PRIMITIVE CAMPGROUND - 57 HOLLEYS ROAD, TENTERFIELD**

**SUMMARY**

Development Application 2020.069 for a Primitive Campground is presented to Council for consideration and determination. The proposal involves establishing four (4) campsites in the form of "Bubblentents" at 57 Holleys Road, Tenterfield. Council is in receipt of written objections in relation to the proposal. Pursuant to the provisions of *Tenterfield Local Environmental Plan 2013* the proposed development is permissible with Council consent in the RU1 Primary Production zone, is consistent with the objectives of the zone and is recommended to

Council for approval subject to conditions and the General Terms of Approval as issued by the NSW Rural Fire Service.

**14/21** **Resolved** that Council:

- (1) Approve Development Application 2020.069 for a primitive campground at 57 Holleys Road, Tenterfield subject to the conditions contained in Attachment 5 (Attachment Booklet 2); and
- (2) Notify those persons who made submissions, of Council's determination.

(Gary Verri/Michael Petrie)

**Motion Carried**

**Recording of the Vote (Planning Issue)**

- Voting for the Motion: Mayor Petty, Councillors B Rogan, M Petrie, D Forbes, G Verri
- Voting against the Motion: Deputy Mayor Sauer, Councillors T Peters, J Macnish, B Petrie, B Murray
- Mayor used his casting vote to adopt the Motion.

Manager Planning & Development Services, Tamai Davidson, left the Meeting, the time being 11.45 am.

**MAYORAL MINUTE**

Nil

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

**15/21** **Resolved** that the following items be considered in the Confidential Section of the meeting:

- Item COM4/21 – Rebel Radio Network – Outstanding Rent Payments
- Item COM5/21 – Leasing of Council Owned Property
- Item ECO1/21 - Tenterfield Council Industrial Estate – Proposed Sale of Lot 11
- Item ECO2/21 – Sale of Industrial Land/Tenterfield Industrial Park – Lots 14 & 15
- Item ECO3/21 – Purchase of Land for Future Operational Purposes
- Item ECO4/21 – Variation to Contract Number RFT 17-19/20
- Item ECO5/21 – Variation to Contract Number RFT 18-19/20
- Item GOV15/21 – Water Pricing Issues – Request from Local Business Operator
- Item GOV16/21 – Recruitment Agency Procurement for Chief Executive Recruitment

(Brian Murray/Gary Verri)

**Motion Carried**

Manager Property & Buildings, Heidi Ford, entered the Meeting, time being 11.55 am.

**OUR COMMUNITY**

**(ITEM COM2/21) REQUEST TO RELOCATE THE BAND HALL TO LEECHS GULLY ROAD (FORMER LEECHS GULLY HALL SITE)**

**SUMMARY**

The purpose of this report is to inform Council of a request from the Leeches Gully Progress Association to have the Band Hall relocated to the site of the old Leeches Gully Hall on Leeches Gully Road.

**16/21** **Resolved** that Council:

- (1) Supports the gifting of the Band Hall to the Leeches Gully Progress Association subject to the association being responsible for:
  - (a) Ensuring the Band Hall can fit on the property by conducting an identification survey;
  - (b) Ensuring the Band Hall transfer meets heritage requirements;
  - (c) Paying for all costs associated with the relocation of the Band Hall;
  - (d) All upkeep and maintenance on the band hall once ownership is formally transferred to the association.
- (2) Allocates up to \$50,000 to the Leeches Gully Progress Association towards the costs associated with the items in (1) above.
- (3) Negotiates with the Leeches Gully Progress Association on the proposed relocation of the Band Hall.

(John Macnish/Bronwyn Petrie)

**Motion Carried**

**(ITEM COM3/21) REQUEST FOR IN PRINCIPLE SUPPORT FOR A LEASE OF LAND AT FEDERATION PARK**

**SUMMARY**

Tenterfield Bumblebees Rugby Union Club (TBRC) is in the process of applying for a grant to construct a new club house at Federation Park.

As a requirement of the grant application, TBRC is seeking 'In Principle' support from the Council for a long term lease over approximately 450 square meters of land on which to construct the complex.

**17/21** **Resolved** that Council:

- (1) Provide 'In Principle' support to Tenterfield Bumblebees Rugby Union Club to apply for a grant to construct a new clubhouse at Federation Park; and
- (2) Provide 'In Principle' approval to issue a long term lease (in the order of 20 years) over a site on the western side of the oval and south of the existing building. The 'In Principle' approval is provided subject to the satisfactory

resolution of community consultation process, satisfactory site analysis, lease negotiation, management agreement negotiation and development approval process.

(Greg Sauer/Brian Murray)

**Motion Carried**

*Manager Property & Buildings, Heidi Ford, left the Meeting, time being 12.14 pm.*

**(ITEM COM6/21) REGULATORY & OPEN SPACE - UPDATE FUND RAISING STALLS POLICY - NO. 1.060**

**SUMMARY**

The purpose of this report is to provide the updated Fund Raising Stalls Policy for adoption by Council now the public exhibition period has ended.

**18/21** **Resolved** that Council adopts the updated Fund Raising Stall Policy - No. 1.060 as attached.

(John Macnish/Bob Rogan)

**Motion Carried**

**OUR ECONOMY**

Nil

*Manager Planning & Development Services, Tamai Davidson, entered the Meeting, the time being 12.17 pm.*

**OUR ENVIRONMENT**

**(ITEM ENV3/21) PLANNING PROPOSAL - LEP AMENDMENT SCHEDULE 5 - HERITAGE - HOUSEKEEPING AMENDMENT**

**SUMMARY**

The purpose of this report is to seek Council's endorsement with respect to the submission of a Planning Proposal to the Department of Planning & Environment Gateway Panel for determination in relation to amendments to Tenterfield Local Environmental Plan 2013 (LEP). The amendment proposes making additions to Schedule 5 Heritage Items by the inclusion of the following;

- St John the Baptist Church including original movable fittings and lights - Liston
- Trenayr Farm Building Complex and Tobacco Barns - Mole River
- Pin Oak Trees, Town Entries: Clarence & Cowper Streets, Tenterfield
- House 'Tallula' - 92 Duncan Street, Tenterfield
- All Saints Church Torrington including Bell, Interior fabric and moveable items
- Willsons Downfall Cemetery, off Mount Lindesay Road, Willsons Downfall
- Survey Tree - intersection of Timbarra Road & Tablelands Road, Timbarra



- 19/21** **Resolved** that Council endorses the Planning Proposal contained in Attachment 10 (Attachment Booklet 3) and forwards it to the Department of Planning & Environment, requesting a Gateway Determination under the provisions of Section 3.33 of Division 3.4 of the *Environmental Planning & Assessment Act, 1979*.

(Michael Petrie/Tom Peters)

**Motion Carried Unanimously**

**Recording of the Vote (Planning Issue)**

- Voting for the Motion: Mayor Petty, Deputy Mayor Sauer, Councillors M Petrie, B Rogan, B Murray, G Verri, B Petrie, D Forbes, J Macnish, T Peters

**(ITEM ENV4/21) DRAFT VILLAGE CONCEPT PLANS**

**SUMMARY**

The purpose of this report is to present to Council Draft Concept Plans for the villages of Liston, Legume, Urbenville, Drake, Torrington, Mingoola and Jennings and seek a resolution to place the plans on public exhibition for a period of twenty eight (28) days. The Concept Plans are the result of part of the funding agreement for the Stronger Country Communities Fund – Round 2 – Vibrant and Connected (Project SCCF2-1069). A copy of the plans is provided at Attachments 11 to 17 (Attachment Booklet 4).

- 20/21** **Resolved** that Council:

- (1) Place the draft Village Concept Plans on public exhibition for a period of twenty eight (28) days; and
- (2) Adopt the Village Concept Plans if no submissions are received at the close of the exhibition period.

(Gary Verri/Michael Petrie)

**Motion Carried**

**(ITEM ENV5/21) 150 YEARS OF THE MUNICIPALITY OF TENTERFIELD - 22 NOVEMBER 2021**

**SUMMARY**

22 November 2021 marks the 150<sup>th</sup> anniversary of the proclamation of the Municipality of Tenterfield. The 150<sup>th</sup> celebration is referred to as the Sesquicentennial and deserves acknowledgement and celebration. It is recommended that a Steering Committee be established to plan for appropriate celebrations of the Sesquicentennial.

**RECOMMENDATION**

That Council:

- (1) Establish a Steering Committee to make arrangements for celebration of the Sesquicentenary of the Municipality of Tenterfield;
- (2) Nominates members for the Committee; and

- (3) Dissolve the Committee two (2) weeks after all celebrations have concluded.

(Bronwyn Petrie/Bob Rogan)

**AMENDMENT**

Item (2) be amended to read:

- (2) (a) The Steering Committee Council delegates to be Mayor Peter Petty, Deputy Mayor Greg Sauer, Councillor Bronwyn Petrie, Councillor Michael Petrie and Councillor Bob Rogan.
- (b) The Steering Committee to also comprise members from Council's Heritage Advisory Committee, Centennial Cottage and Progress and Hall Committees be invited to participate.
- (c) The Steering Committee to meet one (1) hour prior to the scheduled Councillor Workshops with the initial meeting being two (2) hours prior, subject to any changes.

(Bronwyn Petrie/Bob Rogan)

**Amendment Carried**

**21/21 Resolved that Council:**

- (1) Establish a Steering Committee to make arrangements for celebration of the Sesquicentenary of the Municipality of Tenterfield;
- (2) (a) The Steering Committee Council delegates to be Mayor Peter Petty, Deputy Mayor Greg Sauer, Councillor Bronwyn Petrie, Councillor Michael Petrie and Councillor Bob Rogan.
- (b) The Steering Committee to also comprise members from Council's Heritage Advisory Committee, Centennial Cottage and Progress and Hall Committees be invited to participate.
- (c) The Steering Committee to meet one (1) hour prior to the scheduled Councillor Workshops with the initial meeting being two (2) hours prior, subject to any changes.
- (3) Dissolve the Committee two (2) weeks after all celebrations have concluded.

(Bronwyn Petrie/Bob Rogan)

**Motion Carried**

*Manager Planning & Development Services, Tamai Davidson, left the Meeting, the time being 12.38 pm.*

**(ITEM ENV6/21) APEX PARK BORE**

**SUMMARY**

The purpose of this report is to provide Council with an update of the community consultation submissions received regarding Council Resolution 229/20.

**RECOMMENDATION**

That Council:

- (1) Adopt the new Water Charge of \$3.25 per Kl for the Apex Park Bore for inclusion in Council's Fees & Charges for the 20/21 financial year, upon commissioning of the new water dispenser at Apex Park Bore.
- (2) Provide access to free non-potable water at Apex Park Bore in drought conditions.
- (3) Provide educational information for Apex Park Bore.  
(Brian Murray/Michael Petrie)

**AMENDMENT**

Add to Item (2) – ..... for livestock purposes only.

Add to Item (3) – ..... and install a surveillance camera.

(Bronwyn Petrie/Bob Rogan)

**Amendment Carried**

**22/21** **Resolved** that Council:

- (1) Adopt the new Water Charge of \$3.25 per Kl for the Apex Park Bore for inclusion in Council's Fees & Charges for the 20/21 financial year, upon commissioning of the new water dispenser at Apex Park Bore.
- (2) Provide access to free non-potable water at Apex Park Bore in drought conditions for livestock purposes only.
- (3) Provide educational information and install a surveillance camera at Apex Park Bore.

(Brian Murray/Michael Petrie)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS**

**23/21** **Resolved** that Standing Orders be suspended.

(Donald Forbes/Michael Petrie)

**Motion Carried**

*The Meeting adjourned for a tour of works in the Tenterfield Memorial Hall followed by lunch, the time being 12.51 pm.*

*The Meeting reconvened with the same members present, the time being 2.10 pm.*

**RESUMPTION OF STANDING ORDERS**

**24/21** **Resolved** that Standing Orders be resumed.

(Brian Murray/Donald Forbes)

**Motion Carried**



**OUR GOVERNANCE**

**(ITEM GOV3/21) MONTHLY OPERATIONAL REPORT - DECEMBER 2020/JANUARY 2021**

**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.

**25/21** **Resolved** that Council receives and notes the status of the Monthly Operational Report for December 2020/January 2021.

(Greg Sauer/John Macnish)

**Motion Carried**

**(ITEM GOV4/21) MURRAY DARLING ASSOCIATION INC - 77TH NATIONAL CONFERENCE & ANNUAL GENERAL MEETING - WENTWORTH NSW - 16 TO 19 MAY 2021**

**SUMMARY**

The purpose of this report is for Council to endorse and approve the attendance of Council delegates on the Murray Darling Association Inc to attend the 77<sup>th</sup> National Conference and Annual General Meeting at Wentworth on 16 to 19 May 2021.

**RECOMMENDATION**

That Council approve the attendance of Council's Murray Darling Association Inc delegates, Mayor Peter Petty and Region 11 Executive Member, Deputy Mayor Greg Sauer at the 77<sup>th</sup> National Conference & Annual General Meeting at Wentworth, 16 to 19 May 2021.

(Greg Sauer/Bronwyn Petrie)

**AMENDMENT**

That only one (1) delegate attend the National Conference at Wentworth.

(Donald Forbes/Bob Rogan)

**Amendment Carried**

**26/21** **Resolved** that Council approve the attendance of one (1) of Council's Murray Darling Association Inc delegates, either Mayor Peter Petty or Region 11 Executive Member, Deputy Mayor Greg Sauer at the 77<sup>th</sup> National Conference & Annual General Meeting at Wentworth, 16 to 19 May 2021.

(Greg Sauer/Bronwyn Petrie)

**Motion Carried**

**(ITEM GOV5/21) NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 2021**

**SUMMARY**

The purpose of this report is for Council to consider the attendance of the Chief Executive and Mayor at the National General Assembly of Local Government 2021 in Canberra, 20-23 June 2021 and to call for submission of Motions.

**27/21** **Resolved** that Council:

- (1) Approve the attendance of the incumbent Chief Executive and Mayor Peter Petty at the National General Assembly of Local Government 2021 and Regional Forum 2021 to be held in Canberra, 20 to 23 June 2021; and
- (2) Prepare and consider motions for debate – submission date being 11.59 pm, Friday 26 March 2021.

(Greg Sauer/Michael Petrie)

**Motion Carried**

**(ITEM GOV6/21) NEW POLICY - WORKPLACE SURVEILLANCE**

**SUMMARY**

The purpose of this report is for Council to adopt a new Workplace Surveillance Policy so as to ensure compliance with the requirements of the Workplace Surveillance Act 2005.

- 28/21** **Resolved** that Council adopts the Draft Workplace Surveillance Policy.

(Bob Rogan/Donald Forbes)

**Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford, entered the Meeting, the time being 2.19 pm.*

**(ITEM GOV7/21) CUSTOMER SERVICE, GOVERNANCE & RECORDS - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is to update the listed policies aligned with Customer Service, Governance and Records.

- 29/21** **Resolved** that Council adopt the following policies:

- Citizen and Customer Service Policy 1.035
- Complaints and Unreasonable Conduct Policy 1.033
- Exclusion for Disruptive or Abusive Citizens and Customers Policy 1.052
- Competitive Neutrality Complaints Policy 1.032

(Michael Petrie/Bronwyn Petrie)

**Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford, left the Meeting, the time being 2.23 pm.*

*Corporate Administration Officer, Jodie Condrick, entered the Meeting, the time being 2.23 pm.*

**(ITEM GOV8/21) REGULATORY & OPEN SPACE - FUNERARY AND MONUMENT/MASONRY SERVICES POLICY - DRAFT NEW POLICY**

**SUMMARY**

The purpose of this report is to present to Council a new draft Funerary and Monument/Masonry Services Policy for placement on public exhibition and adoption if no submissions are received.

**30/21**

**Resolved** that Council:

- (1) Place the Draft Funerary and Monument/Masonry Services Policy -3.060 and Council's Corporate Induction Handbook for Funerary and Monument Mason Providers on public exhibition for 14 days; and
- (2) Adopt the Draft Funerary and Monument/Masonry Services Policy -3.060 and Council's Corporate Induction Handbook for Funerary and Monument Mason Providers if no comments are received through the public exhibition period.

(Gary Verri/Donald Forbes)

**Motion Carried**

**(ITEM GOV9/21) LOCAL ORDERS FOR THE KEEPING OF ANIMALS IN URBAN AREAS OF TENTERFIELD SHIRE POLICY - 3.120 - REVIEW OF SUBMISSIONS**

**SUMMARY**

The purpose of this report is to provide Council with a submission received by a member of the public raising an objection to the proposed changes and some additional amendments for consideration, and to adopt the Policy 3.120 - Local Orders for Keeping of Animals in Urban Areas of Tenterfield Shire.

**RECOMMENDATION**

That Council:

- (1) Notes the receipt of the attached submission; and
- (2) Adopts the Local Orders for Keeping of Animals in Urban Areas of Tenterfield Shire Policy 3.120 as per Attachment 26 (Attachment Booklet 7).

(Michael Petrie/Brian Murray)

**AMENDMENT**

That this matter lay on the table to the March 2021 Meeting and be resubmitted including suggested amendments.

(Gary Verri/Bronwyn Petrie)

**Amendment Carried**

**31/21**

**Resolved** that the Local Orders for Keeping of Animals in Urban Areas of Tenterfield Shire Policy 3.120 lay on the table to the March 2021 Meeting and be resubmitted including suggested amendments.

(Michael Petrie/Brian Murray)

**Motion Carried**

Corporate Administration Officer, Jodie Condrick, left the Meeting, the time being 2.40 pm.

Acting Manager Finance & Technology, Jessica Wild, entered the Meeting, the time being 2.40 pm.

**(ITEM GOV10/21) QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 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).

- 32/21** **Resolved** that Council adopts the December 2020 Quarterly Budget Review Statement noting that the previous recommendations from the September Quarterly Budget Review still stand notwithstanding that there has been an increase to the projected deficit that is outside of Council's control.

(Gary Verri/Brian Murray)

**Motion Carried**

**(ITEM GOV11/21) FINANCE & ACCOUNTS - PERIOD ENDED 31 DECEMBER 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.

- 33/21** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 December 2020.

(Michael Petrie/Gary Verri)

**Motion Carried**

**(ITEM GOV12/21) FINANCE & ACCOUNTS - PERIOD ENDED 31 JANUARY 2021**

**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.

- 34/21** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 January 2021.

(Gary Verri/Bob Rogan)

**Motion Carried**

**(ITEM GOV13/21) CAPITAL EXPENDITURE REPORT AS AT 31 JANUARY 2021**

**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.

- 35/21** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 January 2021.

(Donald Forbes/Bronwyn Petrie)

**Motion Carried**

**(ITEM GOV14/21) REPORT ON LOAN BALANCES**

**SUMMARY**

The purpose of this report is to inform Council of its loan balances as at 31 December 2020.

- 36/21** **Resolved** that Council notes the loan balance as at 31 December 2020 was \$9,987,515.76 (\$10,207,684.52 as at 30 September 2020).

(Michael Petrie/Gary Verri)

**Motion Carried**

*Acting Manager Finance & Technology, Jessica Wild, left the Meeting, the time being 2.57 pm.*

*Manager Economic Development & Community Engagement, Harry Bolton, entered the Meeting, the time being 2.58 pm.*

**REPORTS OF DELEGATES & COMMITTEES**

**(ITEM RC1/21) REPORTS OF COMMITTEES & DELEGATES - SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS JOINT MANAGEMENT COMMITTEE - THURSDAY, 15 OCTOBER 2020**

**SUMMARY**

A Meeting of the Sir Henry Parkes Memorial School Of Arts Joint Management Committee was held on Thursday, 15 October 2020.

- 37/21** **Resolved** that the report of the Sir Henry Parkes Memorial School of Arts Joint Management Committee of 15 October 2020 be received and noted.

(Greg Sauer/Bronwyn Petrie)

**Motion Carried**

**(ITEM RC2/21) REPORTS OF COMMITTEES & DELEGATES - AUDIT & RISK COMMITTEE MEETING - 9 DECEMBER 2020**

**SUMMARY**

A Meeting of the Audit & Risk Committee was held on Wednesday, 9 December 2020.

- 38/21** **Resolved** that the report of the Audit & Risk Committee of Wednesday, 9 December 2020 be received and noted.

(Peter Petty/Donald Forbes)

**Motion Carried**

*Mayor Peter Petty left the Meeting, the time being 3.06 pm.*

*Mayor Peter Petty returned to the Meeting, the time being 3.08 pm.*

*During the Mayor's absence, Deputy Mayor Greg Sauer assumed the Chair.*

**(ITEM RC3/21) REPORTS OF COMMITTEES & DELEGATES - MEETING OF PARKS, GARDENS & OPEN SPACES ADVISORY COMMITTEE - 17 DECEMBER 2020**

**SUMMARY**

A Meeting of the Parks, Gardens & Open Spaces Advisory Committee was held on Thursday, 17 December 2020.

- 39/21** **Resolved** that the report of the Parks and Gardens Committee meeting of 17 December 2020 be received and noted.

(Brian Murray/Greg Sauer)

**Motion Carried**

**(ITEM RC4/21) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC**

**SUMMARY**

MDA's Basin Communities Leadership Program information provided for the information of Council.

- 40/21** **Resolved** that Council receive and note the MDA's Basin Communities Leadership Program information.

(Greg Sauer/Michael Petrie)

**Motion Carried**

*Cr Brian Murray left the Meeting, the time being 3.15 pm.*

*Cr Brian Murray returned to the Meeting, the time being 3.17 pm.*

**(ITEM RC5/21) REPORTS OF COMMITTEES & DELEGATES - ARTS NORTH WEST - ANNUAL CONTRIBUTION 2021/2022**

**SUMMARY**

Arts North West Annual Contribution provided for the information of Council.

- 41/21** **Resolved** that Council:

(1) Receive and note the report from Arts North West; and



- (2) Note payment of \$4,991.32 contribution to Arts North West for the 2021/2022 financial year.

(Gary Verri/Tom Peters)

**Motion Carried**

**NOTICES OF MOTION**

Nil

**RESOLUTION REGISTER**

**(ITEM RES1/21) COUNCIL RESOLUTION REGISTER - FEBRUARY 2021**

**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.

- 42/21** **Resolved** that Council notes the status of the Council Resolution Register to February 2021.

(Brian Murray/Greg Sauer)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS - CONFIDENTIAL BUSINESS**

- 43/21** **Resolved** that Standing Orders be suspended and:

- 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.

(Brian Murray/Greg Sauer)

**Motion Carried**

*The recording device was turned off and the meeting moved into Closed Committee, the time being 3.19 pm.*

**(ITEM COM4/21) REBEL RADIO NETWORK OUTSTANDING RENT PAYMENTS**

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 gain direction on dealing with multiple issues that have eventuated as a result of the expiration of a sharing agreement with Rebel Radio Network.

**44/21**

**Resolved** that Council:

- (1) Does not support the sharing with Rebel of the Council owned array used by Tenterfield & District Community FM Radio Association Inc (Ten FM) under the existing lease and funding agreement.
- (2) Take reasonable (legally and financially responsible) action to seek to recover the rental debt in arrears for the 4 year period 16 March 2016 to 15 March 2020 and issue an invoice for the current year 16 March 2020 to 15 March 2021, as Council has continued to provide services under the expired contract. Council staff negotiate a new agreement with Rebel on commercially sound terms subsequent to the payment of all invoiced rent, subject to future Council approval.

(Tom Peters/Bronwyn Petrie)

**Motion Carried**

**(ITEM COM5/21) LEASING OF COUNCIL OWNED PROPERTY**

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 the report is to advise Council of a property classified as Operational Land which is available for lease due to the expiry of an existing 2 year lease on 28 February 2021.

**45/21**

**Resolved** that Council:

- (1) Advertise 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) for rent via an 'Expression of Interest' process;
- (2) Delegate authority to the Chief Executive to enter into a 5 year lease over 8933 New England Highway, Tenterfield subject to the summarised terms and conditions included in the report; and



- (3) Authorise the lease to be signed under the Seal of Council by the Mayor and the Chief Executive.

(Bob Rogan/Brian Murray)

**Motion Carried**

**(ITEM ECO1/21) TENTERFIELD COUNCIL INDUSTRIAL ESTATE - PROPOSED SALE OF LOT 11**

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

**SUMMARY**

The purpose of this confidential report is to advise Council of current negotiations for LOT 11 of the Tenterfield Industrial Park.

- 46/21** **Resolved** that Council agree to proceed with the sale of Lot 11 of the Tenterfield Industrial Park as stated in the report.

(John Macnish/Donald Forbes)

**Motion Carried**

**(ITEM ECO2/21) SALE OF INDUSTRIAL LAND/TENTERFIELD INDUSTRIAL PARK - LOTS 14 & 15**

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 advise Council of current negotiations on Lots 14 and 15 of the Tenterfield Industrial Estate, involving four (4) separate parties.

- 47/21** **Resolved** that Council re-open negotiations with all interested parties and request they submit final offers to purchase Lots 14 and 15 of the Tenterfield Industrial Estate with the highest unrestricted offer to be deemed successful.

(Bronwyn Petrie/Gary Verri)

**Motion Carried**

**(ITEM ECO3/21) PURCHASE OF LAND FOR FUTURE OPERATIONAL PURPOSES**

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

**SUMMARY**

The purpose of this report is to seek Council approval to negotiate for, and purchase, Lot 2 in DP 1167482 in Manners Street, Tenterfield.

**48/21** **Resolved** that Council agree to delegate the Acting Chief Executive authority to negotiate for the acquisition of Lot 2 DP 1167482.

(Bronwyn Petrie/Bob Rogan)

**Motion Carried**

**(ITEM ECO4/21) VARIATION TO CONTRACT NUMBER RFT 17-19/20**

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 recommendation to support the effective and efficient delivery of its bridge replacement program within current funding timeframes.

**49/21** **Resolved** that Council delegate the Chief Executive Authority to negotiate with the Contractor, a Contract Variation to RFT 17-19/20 to the value outlined in this report.

(Gary Verri/Bronwyn Petrie)

**Motion Carried**

**(ITEM ECO5/21) VARIATION TO CONTRACT NUMBER RFT 18-19/20**

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 recommendation to support the effective and efficient delivery of its bridge replacement program within funding timeframes.

**50/21** **Resolved** that Council delegate the Chief Executive Authority to negotiate with the contractor a contract variation to RFT 18-19/20 to the value outlined in this report.

(Gary Verri/Bronwyn Petrie)

**Motion Carried**

**(ITEM GOV15/21) WATER PRICING ISSUES - REQUEST FROM LOCAL BUSINESS OPERATOR**

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 issues in relation to high Water Consumption Fees and Sewage Charges for a local business (as identified in the report).

**51/21** **Resolved** that Council:

- (1) Notes the concerns expressed by the business owner as outlined in the report.
- (2) Does not provide financial relief to business identified in the report by way of only charging them at Tier 1 pricing for the second billing period of 2020/2021 as per their request.
- (3) Does not change the Sewage Discharge Factor for this financial year for the business identified in the report but that consideration be given to changing the Sewage Discharge Factor for the 2021/22 financial year subject to a separate policy on this matter being prepared prior to adopting the 2021/2022 Operational Plan and Budget on receipt of an application from the business after the release of that policy.
- (4) Considers the pricing model for both residential and business water consumption fees from 2021/2022 as part of the development of the 2021/2022 Operational Plan and Budget.

(Michael Petrie/Brian Murray)

**Motion Carried**

**(ITEM GOV16/21) RECRUITMENT AGENCY PROCUREMENT FOR CE RECRUITMENT**

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 commence recruitment and selection of a Chief Executive to fill the current senior staff vacancy.

- 52/21** **Resolved** that Council appoint Recruitment Agency Blackadder Associates Pty Ltd to facilitate recruitment of a Chief Executive for Tenterfield Shire Council from the proposals received.

(John Macnish/Bronwyn Petrie)

**Motion Carried**

**RESUMPTION OF STANDING ORDERS**

- 53/21** **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 4.38 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 4.45 pm.

.....  
Councillor Peter Petty  
Mayor/Chairperson

|                      |                                                       |
|----------------------|-------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                  |
| <b>Submitted by:</b> | Executive Assistant & Media                           |
| <b>Reference:</b>    | <b>ITEM COM7/21</b>                                   |
| <b>Subject:</b>      | <b>ANZAC DAY ARRANGEMENTS - SUNDAY, 25 APRIL 2021</b> |

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

|                                 |                                                                                                                                                    |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>                | <b>Community</b> - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated.            |
| <b>CSP Strategy:</b>            | The individual unique qualities and strong sense of local identity of Tenterfield Shires towns and villages is respected, recognised and promoted. |
| <b>Delivery Plan Action:</b>    | Promote the liveability of Tenterfield Shire as a place to live, work and invest.                                                                  |
| <b>Operational Plan Action:</b> | Support marketing activities and events to promote Tenterfield as a place to, play, live and invest.                                               |

#### **SUMMARY**

The purpose of this report is to provide information for Council's consideration regarding arrangements for Anzac Day, Sunday, 25 April 2021.

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

- (1) That in accordance with Council Minute 208/04, Council's representative at Anzac Day Ceremonies throughout the Shire will lay a wreath or present a book as per the requirements of the local organisers; and**
- (2) That Councillors be allocated to attend the Anzac Day services and events around the Shire as follows:**
  - (a) The Mayor, Cr Peter Petty at the Tenterfield Dawn Service and Morning Service;**
  - (b) Councillor ..... at the Dawn Service in Torrington;**
  - (c) Councillor ..... at the Legume Service;**
  - (d) Councillor ..... at the Urbenville Service;**
  - (e) Councillor ..... at the Jennings Service;**
  - (f) Councillor ..... at the Drake Service;**
  - (g) Councillor ..... at the Liston Service; and**
  - (h) Councillor ..... at the Mingoola Service.**

#### **BACKGROUND**

Council has resolved that if agreeable to the local RSL Sub-Branch, a book be presented instead of a wreath at the Anzac Day Services with the exception of the Dawn Services in Tenterfield and Torrington.

Artificial wreaths are provided to those services where the logistics of delivery of fresh wreaths proves difficult.

Our Community No. 7 Cont...

**REPORT:**

As a result of the Covid-19 pandemic, Anzac Day events in 2020 were cancelled, however Councillors laid wreaths at all Memorials and books were posted to the schools, with the exception of Mingoola which has now closed.

Anzac Day events will be held this year in accordance with current NSW Health advice and Controlled Outdoor Event Guidelines for Marches, Dawn Services, and all other Anzac Day Commemoration Services.

The RSL NSW website provides the following information:

*An exemption was granted to communities across Greater Sydney and outside of Greater Sydney for a maximum of 3,000 people to attend an ANZAC Day March or service and must not exceed one person per 2 square metres of space.*

*The nominated organiser of an outdoor ANZAC Day march or service must develop and comply with a COVID-19 Safety Plan required for outdoor protests. Each person participating in an outdoor ANZAC Day March or service must provide their name, telephone number or email address to the nominated organiser and take reasonably practicable steps to comply with the COVID-19 Safety Plan developed by the nominated organiser.*

*The health and safety of veterans, current serving members of the Australian Defence Force, and NSW communities is a priority for RSL NSW. As the COVID-19 landscape evolves in NSW, updates and changes may be made to ANZAC Day commemorations at any time.*

Anzac Day events throughout the Shire are still being developed as circumstances dictate and information will be provided to the relevant Councillor as it comes to hand.

It is suggested that Council representatives make presentations as follows:-

**Wreaths**

- Tenterfield Dawn Service
- Torrington Dawn Service
- Liston Service
- Mingoola Service

**Books**

- Urbenville
- Legume (goes to Urbenville School)
- Jennings
- Drake

**COUNCIL IMPLICATIONS:**

- 1. Community Engagement / Communication (per engagement strategy)**  
Nil.
- 2. Policy and Regulation**  
Nil.

Our Community No. 7 Cont...

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

Expenditure is contained within existing budget allocations.

**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**  
Acting Chief Executive

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Noelene Hyde, Executive Assistant & Media |
| Approved/Reviewed by Manager: | Kylie Smith, Acting 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> | Acting Manager Economic Development & Community Engagement |
| <b>Reference:</b>    | <b>ITEM COM8/21</b>                                        |
| <b>Subject:</b>      | <b>TENTERFIELD SCULPTURE WALK</b>                          |

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

|                             |                                                                                                                                                            |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 1 - Tenterfield Shire is a vibrant, welcoming and safe community.                                                                  |
| <b>CSP Strategy:</b>        | Provide informative, vibrant and welcoming town entrances, centres and streets with places to meet that creatively reflect the diversity of our townships. |
| <b>CSP Delivery Program</b> | Identify and partner with local residents in the development and delivery of town and village beautification initiatives.                                  |

#### **SUMMARY**

To confirm plans and locations for the Tenterfield Sculpture Walk installation within Tenterfield central business district.

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

**That Council adopt the report and approve installation and locations of all the proposed sculptures.**

#### **BACKGROUND**

On 9 November 2020 Make It Inc. Tenterfield entered into a grant agreement with Tenterfield Shire Council.

Make It Inc. agreed to install five art installations along the Tenterfield Creek walking track. Information boards to match those along Rouse Street will be placed with each installation providing information on the art work and the community group depicted.

The project has been designed and coordinated by the Sculpture Walk Committee – a specially formed group with Make It Inc. Tenterfield in partnership with corresponding community groups.

Grant funding will cover the costs associated with the project including project management, preliminaries, community consultation, scope, design and advertising.

The art installations extend from Millbrook Park to the north, then south along Tenterfield Creek and ending at the intersection of Miles and Scott Street, Tenterfield.

#### **REPORT:**

This project has been presented to two Council Workshops and to several community groups, Council committee meetings and the general public. These meetings have assisted in cementing designs, plans and locations for the art installations.

The project consists of five sculptures depicting the Tenterfield Light Horse, Country Women's Association, Tenterfield Horticultural Society, Centenary Cottage Museum and a sculpture capturing local Aboriginal language groups to Tenterfield area.



Our Community No. 8 Cont...

The sculptures will be located in the following locations: Skate Park (Light Horse), Jubilee Park (Horticultural Society), lower Shirley Park near High Street Bridge (Centenary Cottage), Rotary Park (adjacent to Scott Street on Miles Street – Country Women’s Association) and Millbrook Park (Aboriginal language groups sculpture).

Construction and installation will be by a selection of local and regional engineers, including Darrell Campbell DDC engineering Toowoomba, Brian Smith BJS Construction, Darren Butler DTB Fabrication and Zara Stone.

Proposed completion of this project is in line with the grant funding requirements – no later than 30 March 2022 under the Regional Tourism Bushfire Recovery Fund– Stream 2060. Refer to the attachment.

### **COUNCIL IMPLICATIONS:**

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

Numerous community consultations and engagement across a number of domains including Arts and Culture Committee, Aboriginal Advisory Committee, Light Horse Committee, meetings with each corresponding organisation and consultation with Tenterfield Shire Council through two workshops.

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

Nil.

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

Regional Tourism Bushfire Recovery funding stream.

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

The artefacts will belong to Tenterfield Shire Council and will need to be accessioned into the Tenterfield Shire Council art collection.

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

Nil.

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

Installations have been designed to comply with public art safety installation requirements.

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

Project to be completed by 30 March 2022.

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

Nil.

**Kylie Smith**  
**Acting Chief Executive**

Prepared by staff member: Rebekah Kelly  
Approved/Reviewed by Manager: Kylie Smith, Acting Chief Executive  
Department: Office of the Chief Executive

Our Community No. 8 Cont...

Attachments:

- |          |                                                                             |             |
|----------|-----------------------------------------------------------------------------|-------------|
| <b>1</b> | Attachment 1 (Attachment Booklet<br>1) Tenterfield Sculpture Walk<br>Report | 30<br>Pages |
|----------|-----------------------------------------------------------------------------|-------------|

|                      |                                                                        |
|----------------------|------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                   |
| <b>Submitted by:</b> | Acting Manager Economic Development & Community Engagement             |
| <b>Reference:</b>    | <b>ITEM ECO6/21</b>                                                    |
| <b>Subject:</b>      | <b>SALE OF LAND - TENTERFIELD INDUSTRIAL ESTATE - LOTS 14 &amp; 15</b> |

|                                                               |                                                                                                                                                                |
|---------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                |
| <b>CSP Goal:</b>                                              | <b>Economy</b> - ECON 6 - Tenterfield Shires economic base is robust, growing and supports the creation of a variety of employment and business opportunities. |
| <b>CSP Strategy:</b>                                          | Support, promote and participate in regional economic collaboration opportunities including planning, industry support and innovation.                         |
| <b>CSP Delivery Program</b>                                   | Develop and maintain a range of community facilities that meet the diversity of community needs, interests and aspirations.                                    |

### SUMMARY

The purpose of this report is to advise that Council has received increased offers on Lots 14 & 15 of the Tenterfield Industrial Park from Harold Curry Real Estate, Tenterfield.

### OFFICER'S RECOMMENDATION:

**That Council accept the revised offers as submitted by Harold Curry Real Estate and authorise the Chief Executive to execute the documents to transfer the land as follows:**

**Lot 14, DP 1155323 – Emma Lee Page – \$55,260.00**

**Lot 15, DP 1155323 – Offer from Harold Curry Real Estate (Buyer to be confirmed) - \$42,000.00**

### BACKGROUND

Tenterfield Shire Council's Industrial Estate is located on the northern outskirts of Tenterfield and with direct access to the New England Highway, the Tenterfield Industrial Estate provides a great value site for all kinds of business, from local enterprise to freight providers, manufacturing and warehousing.

Tenterfield Shire Council has previously serviced the estate with water, sewer, and curb and road frontage access. At the October 2020 Council meeting it was resolved that: a reduction in purchase price of all Lots of the Industrial Estate be implemented and that all Lots be placed on the open market through our local real estate agents and sold without caveats.

Our Economy No. 6 Cont...

**Figure 1: Map of Industrial Estate**



There are a number of existing industries adjacent to the site, and these include fabrication, construction, Council Depot, Roads & Maritime Services, farm produce, Country Energy & engineering.

The sale of industrial land is a priority in Council's One-year Operational Plan 2020/21.

#### **REPORT:**

Council has received the following increased offers on Lots 14 & 15.

- Lot 14 – Emma Lee Page – \$55,260.00
- Lot 15 – Offer from Harold Curry Real Estate (Buyer to be confirmed) - \$42,000.00

Offers received from Alford and Duff Real Estate were not increased from the initial offer.

#### **COUNCIL IMPLICATIONS:**

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

There has been notifications to public about the reduced price of the lots at the Tenterfield Industrial Estate land via Council website and local real estate agents.

Our Economy No. 6 Cont...

## **2. Policy and Regulation**

- Northern New England High Country Regional Economic Development Strategy 2018-2022.
- Tenterfield Shire Council Community Profile
- Tenterfield Shire Delivery Program 2017-2021 and Operational Plan 2020-2021.
- Tenterfield Shire Local Government Area – Regional Development Australia.

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

Proposed sales of LOTS 14 & 15 will have a positive impact on our budget income of \$97,260.00 – this represents an increase of \$5,760.00 on the original offers. Long term, council will benefit from a return on rates, fee and charges plus reduce Councils liability toward maintenance and up-keep.

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

Nil.

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

Nil.

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

Conveyancing will be managed through Jennings and Kneipp Solicitors.

## **7. Performance Measures**

Tenterfield Industrial Estate is now fully expended.

## **8. Project Management**

Nil.

**Kylie Smith**  
**Acting Chief Executive**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Rebekah Kelly                             |
| Approved/Reviewed by Manager: | Kylie Smith, Acting 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> | Acting Manager Economic Development & Community Engagement                      |
| <b>Reference:</b>    | <b>ITEM ECO7/21</b>                                                             |
| <b>Subject:</b>      | <b>SALE OF LAND - TENTERFIELD INDUSTRIAL ESTATE - CHANGE OF PURCHASER LOT 8</b> |

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

|                             |                                                                                                                                                                |
|-----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Economy</b> - ECON 6 - Tenterfield Shires economic base is robust, growing and supports the creation of a variety of employment and business opportunities. |
| <b>CSP Strategy:</b>        | Support, promote and participate in regional economic collaboration opportunities including planning, industry support and innovation.                         |
| <b>CSP Delivery Program</b> | Develop and maintain a range of community facilities that meet the diversity of community needs, interests and aspirations.                                    |

#### **SUMMARY**

This report is to advise Council of a change in purchaser for Lot 8 of the Tenterfield Industrial Estate from Grant Townes Haulage to R.P's Total Assessments and Driver Training Pty Ltd.

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

**That Council note the change in purchaser for Lot 8 DP 1155323 of the Tenterfield Industrial Estate from Grant Townes Haulage to R.P's Total Assessments & Driver Training Pty Ltd.**

#### **BACKGROUND**

Tenterfield Shire Council's Industrial Estate is located on the northern outskirts of Tenterfield and with direct access to the New England Highway, the Tenterfield Industrial Estate provides a great value site for all kinds of business, from local enterprise to freight providers, manufacturing and warehousing.

Tenterfield Shire Council has previously serviced the estate with water, sewer, and curb and road frontage access. At the October 2020 council meeting it was resolved that: a reduction in purchase price of all Lots of the Industrial Estate be implemented and that all Lots be placed on the open market through our local real estate agents and sold without caveats.

Our Economy No. 7 Cont...

**Figure 1: Map of Industrial Estate**



#### **REPORT:**

The Manager of Economic Development Community Engagement has been advised by Grant Townes Haulage of a change in circumstance in their business proposal. Grant Townes Haulage have purchased a larger parcel of land within Tenterfield to suit their future development and growth needs.

R.P's Total Assessments and Driver Training Pty Ltd have offered to purchase the land at the listed price of \$52,600.00.

R.P's Total Assessments and Driver Training Pty Ltd will develop their office and training centre on this site. This is a robust business which will continue to provide economic benefits to Tenterfield and surrounds.

#### **COUNCIL IMPLICATIONS:**

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

There has been notification to the public about the sale and reduced prices of Tenterfield Industrial Estate land via Council Website and local real estate agents.

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

- Tenterfield Shire Council Community Profile
- Northern New England High Country Regional Economic Development Strategy 2018-2022.
- Regional Development Australia Strategy - Tenterfield Shire Local Government Area.



Our Economy No. 7 Cont...

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

Proposed sale of Lot 8 will have a positive impact on our budget income of \$52,600.00. Long term, Council will benefit from a return on rates, fee and charges plus reduce Councils liability toward maintenance and up-keep.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Conveyancing managed by Jennings and Kneipp Lawyers.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Acting Chief Executive**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Rebekah Kelly                             |
| Approved/Reviewed by Manager: | Kylie Smith, Acting Chief Executive       |
| Department:                   | Office of the Chief Executive             |
| Attachments:                  | There are no attachments for this report. |

|                      |                                               |
|----------------------|-----------------------------------------------|
| <b>Department:</b>   | <b>Engineering Department</b>                 |
| <b>Submitted by:</b> | Engineering Officer (Technical Support) P/T   |
| <b>Reference:</b>    | <b>ITEM ECO8/21</b>                           |
| <b>Subject:</b>      | <b>SNAKE CREEK ROAD - ROAD RESERVE UPDATE</b> |

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

|                             |                                                                                                                                                                     |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Transport</b> - TRSP 15 - We have an effective interconnected transport system that is safe, efficient and affordable for us as a community.                     |
| <b>CSP Strategy:</b>        | We have a well-designed and functioning road network suitable for all users now and take into consideration future network consumption and demand.                  |
| <b>CSP Delivery Program</b> | Asset Planning, Policy and Management provide strategic direction and information to Council enabling the sustainable management of its asset portfolio as a whole. |

#### **SUMMARY**

The purpose of this report is to provide an update to Council on how the formalisation of Snake Creek Road reserve process is progressing and the requirements for Council to proceed with compulsory acquiring part of the Crown Land known as Lot 7301 DP 1145839 being (part of TSR No 224) for the purpose of dedicating a road to the public as public road.

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

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

- (1) Proceed with the compulsory acquisition of the land described as part of Lot 7301 DP 1145839 for the purpose of dedicating a road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;**
- (2) Make an application to the Minister and the Governor for approval to acquire part of Lot 7301 DP 1145839 by compulsory process under section 177 (2)(b) of the Roads Act 1993.**

#### **BACKGROUND**

Council considered this matter (ITEM ECO2/16) at the Ordinary meeting held 28 September 2018. A copy of the report is attached for reference.

Council resolved at this meeting to consider the allocation of funds in the 2017/18 annual budget to finalise the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve at Snake Creek Road.

#### **REPORT:**

As per previous Council resolution, Deed of Grants have been accepted by the property owners of Lot 177 DP 751541 and Lot 7 DP 751541, (noted in the previous resolution as Lot 4 but should be Lot 7 (owner is the same).

A survey has now been completed which intends to subdivide the road from Lots 177 & 7 DP 751541 to be dedicated to the public as public road. A separate plan has also been completed for the Crown Land portion known as Lot 7301 DP 1145839.

Our Economy No. 8 Cont...

The survey indicates that two (2) areas are required for road and road widening purposes within Lot 7301 DP 1145839. One area being 665m<sup>2</sup> and the other 409m<sup>2</sup>, a total of 1074m<sup>2</sup>.

Investigations commenced with regards to the status of Lot 7301 DP 1145839 (TSR No. 224) which adjoins Bruxner Highway to Lots 7 & 177 DP 751541. Confirmation was received that Lot 7301 DP 1145839 is Crown Land that forms part of the Western Bundjalung People Native Title Determination NCD2017/002

It is the Department of Planning, Industry & Environment, Crown Lands preference for any acquisition of Crown Land to be undertaken by compulsory process, that is, by the issue of a Proposed Acquisition Notice (PAN) in accordance with Sec 11 of the Land Acquisition (Just Terms Compensation) Act 1991.

Councils are responsible for complying with Native Title and other legislation, including the giving of notices, when compulsory acquiring land. All compulsory acquisition applications are made to the Minister through the Director-General of the Department of Local Government.

Pre-acquisition procedures are required by Council before land can be compulsory acquired and can only commence after consent from the Minister of Local Government or the Governor has been received.

It is intended that an application be made to the Minister and the Governor for approval to acquire part of Lot 7301 DP 1145839 by compulsory process under section 177 (2)(b) of the Roads Act 1993.

## **COUNCIL IMPLICATIONS:**

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

Consultation with Crown Lands commenced in May 2018 with a response received in August 2019 advising that the Department (Crown Lands) has no objection to receiving a (PAN) from Council to acquire the registered owners interest in the subject land, in accordance with the provisions of the Land Acquisition (Just Terms Compensation) Act 1991 (*LAJTCA*).

Property owners of Lot 177 & 7 DP 751541 have also been consulted by Council and Deed of Grants have been accepted. Council will continue to consult with the property owners to complete the subdivision process for dedicating the road to the public as public road. The property owners will be required to sign the subdivision plan and produce the title deed for the property for lodgement with the plan.

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

- Roads Act 1993
- Local Government Act 1993
- Native Title Act 1993 (Cth)
- Native Title (NSW) Act 1994
- Crown Land Management Act 2016
- Land Acquisition (Just Terms Compensation) Act 1991

Our Economy No. 8 Cont...

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

- An administrative fee of \$581 is payable by Council to process the Compulsory Acquisition application to Crown Lands.
- Survey and consultation services fees was payable in amount \$6,680.
- Legal services for Deed of Grants was payable in amount \$600

Costs associated with compensation due to interested parties is likely to occur. However, the costs cannot be identified until the Compulsory Acquisition process is complete and Land Value is determined by the Valuer General. Compensation is determined at market value, either by agreement between the Department and Council or by determination of the Office of the Valuer General.

Any additional costs associated with the compulsory acquisition process will only become apparent during the acquisition process.

### 4. Asset Management (AMS)

Nil changes to Council's Asset Management strategy. It is proposed that Council will acquire the land to be dedicated as road reserve traversing Lot 7031 DP 1145839, Lots 7 & 177 DP 751541 which it currently maintains in accordance with the Road Network Management Plan (RNMP).

### 5. Workforce (WMS)

Nil changes as Council already maintains this portion of Snake Creek Road for a distance of 2.511kms from the Bruxner Highway.

### 6. Legal and Risk Management

Compensation is likely to be payable to Crown Lands and the Native Title holders if the Compulsory Acquisition process is successful. However, this cannot be determined until the acquisition process is complete and Land Value is determined by the Valuer General.

Council are unaware of any potential mineral deposits or other mines and minerals in the land and decides that it does not want any of the mines or minerals in the land. If it becomes apparent that the land is subject to any mines and minerals in the land being acquired then Council will act according to the Local Government Act 1993.

### 7. Performance Measures

Nil.

### 8. Project Management

Nil.

**Fiona Keneally**  
Director Infrastructure

Prepared by staff member: Jessica Gibbins  
Approved/Reviewed by Manager: Fiona Keneally, Director Infrastructure  
Department: Engineering Department  
Attachments: **1** Attachment Report on Snake Creek Road

4  
Pages

ORDINARY COUNCIL MEETING

28 SEPTEMBER 2016

|                      |                                        |
|----------------------|----------------------------------------|
| <b>Department:</b>   | <b>Engineering Services</b>            |
| <b>Submitted by:</b> | Engineering Officer                    |
| <b>Reference:</b>    | <b>ITEM ECO2/16</b>                    |
| <b>Subject:</b>      | <b>Snake Creek Road - Road Reserve</b> |

**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                  |                                                                                      |
|------------------|--------------------------------------------------------------------------------------|
| <b>Goal:</b>     | Key Priority Focus Area 2 – Our Infrastructure                                       |
| <b>Strategy:</b> | Direction 2.1 - Ensure a safe and efficient road network for all road users          |
| <b>Action:</b>   | 2.1a Roads and bridges will be well designed, constructed and efficiently maintained |

**SUMMARY**

The purpose of this report is to seek the approval of the Council for Officers to commence negotiations with landowners for the transfer of land to Council to enable the existing formed section of Snake Creek Road to be contained within a dedicated road reserve. Subject to the landowner agreeing to transfer the land to Council at fee simple, Council would then investigate the costs associated with undertaking the cadastral survey, legal and transfer of the land to Council to form the dedicated road reserve.

**OFFICER'S RECOMMENDATION:**

**That Council:**

- (1) Negotiate with the affected landowner to transfer the land required to formalise the road reserve of Snake Creek Road to Council at fee simple (\$1); and**
- (2) Investigate the costs involved with undertaking the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve encompassing the existing formed section of road known as Snake Creek Road, south east of the Bruxner Highway traversing Lot 177 DP 751541 for a distance of approximately 400m to the property boundary of Lot 4 DP 751541; and**
- (3) Consider the allocation of funds in the 2017/18 annual budget to finalise the cadastral survey, legal, gazettal and transfer of land to form a dedicated public road reserve at Snake Creek Road.**

**BACKGROUND**

A Notice of Determination of Development Application 03/043 was issued by Council in May 2004 for a 20.12m wide road reserve to be dedicated to Council at nil cost over Lots 176 and 177 DP 751541 respectively. In so doing, this would place the formed section of Snake Creek Road into a dedicated road reserve rather than privately owned land. Since issue of the Development Application in 2004, the road dedication has not occurred and the property comprising Lots 176 and 177 DP 751541 has since sold.

Council has received correspondence from Solicitors acting on behalf of their client who recently purchased a multipart property off Snake Creek Road, south east of the Bruxner Highway. The new owners are eager to have the formed section of Snake

Our Economy No. 2 Cont..

Creek Road contained within a dedicated road reserve, given the existing formed road traverses private property and provides critical access to their land.

A map showing the location of Snake Creek Road is at [Attachment 2 \(Booklet 1\)](#).

**REPORT:**

There are a vast number of roads within Tenterfield Shire that are located outside the dedicated road reserve. In such cases, the existing formed road or track in use follows the topography (i.e. to avoid rock outcrops, waterways, mountainous terrain etc.) with the dedicated road reserve being a "paper road" or "lines on a map". Originally, the paper roads provided access to properties by foot or horse and are not suitable for use by motor vehicle (in some cases).

**Key Issues:**

Maintenance of Snakes Creek Road has been undertaken by Council over many years, with its classification being a Class D Road in accordance with Council's adopted Road Network Management Plan. A Class D Road receives planned maintenance grading every two (2) years.

Property owners are anxious to see this matter finalised as Snake Creek Road, near the Bruxner Highway, traverses private property (Lots 176 and 177 DP 751541) rather than being contained within a dedicated road reserve. Subject to Council agreeing to progress this matter, Council Officers will be required to negotiate with the affected landowner to facilitate transfer of the land required to formalise the road reserve at Snake Creek Road to Council at fee simple and investigate the costs associated with undertaking the required survey and legal works, with such costs to be considered for inclusion in the 2017/18 annual budget.

**COUNCIL IMPLICATIONS:**

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

Council has received correspondence from landowners at Snake Creek Road requesting that the road reserve be dedicated as a public road. Further negotiations will be required between Council and the affected landowners to reach an amicable and cost effective solution to facilitate the required land transfer to envelope the formed section of Snake Creek Road.

**2. Policy and Regulation**

- *NSW Roads Act 1993*
- *Road Network Management Plan*
- *Road Network Asset Management Plan*

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

Each year Council allocates a small amount of funding to progress formalisation of road reserves. Typically, this amount is \$15,000.

Council has expended \$5K from the above account, with insufficient funds remaining to allow for the survey, legal and other work at Snake Creek Road to be completed. Consequently, if Council wishes to finalise this matter, additional funds will need to be sourced from the 2016/17 annual budget. Given the current impost on this year's budget, it is recommended that Council consider allocating funds in the 2017/18 annual budget to finalise the required survey and legal work.

Our Economy No. 2 Cont..

The annual amount allocated to fund the formalisation of road reserves is insufficient given the vast amount of roads within our Shire that are not contained within a dedicated road reserve. Consequently, if Council deems the formalisation of road reserves within our Shire to be a priority, the annual amount allocated will need to be substantially increased to cover possible survey, legal and other costs (i.e. compensation).

An estimate has been sought from a local Registered Surveyor to carry out the necessary survey work to create a new road reserve dedicated as a new public road. The indicative estimate is \$5,000-\$7,000 plus \$2,000 in legal costs for registration of the survey plan to open a new section of public road over the existing section of formed road known as Snake Creek Road. Other costs are also likely such as the need to advertise the proposal.

**4. Asset Management (AMS)**

Nil

**5. Workforce (WMS)**

Nil

**6. Legal and Risk Management**

Council is not obligated to provide a constructed access to every property within the Shire as such a requirement is extremely onerous and cost prohibitive. However, where there is a Council constructed and maintained road in existence, it is preferable for the constructed road to be contained within a dedicated road reserve to provide a legal corridor for transport and to cover Council's infrastructure investment.

There are numerous constructed roads within our Shire not contained within a dedicated road reserve. There is potential for significant costs and risks to be borne by Council as a result of resolving road reserve issues across the Shire.

**7. Performance Measures**

Nil

**8. Project Management**

Nil

**Stephen Bell**  
**Director Engineering Services**

Prepared by staff member: Jessica Gibbins, Engineering Officer  
Approved/Reviewed by Manager: Stephen Bell, Director Engineering Services  
Department: Engineering Services  
Attachments: **1** Attachment 2 (Booklet 1) - Map - **1**  
Snake Creek Road - Road Reserve **Page**



**ORDINARY COUNCIL MEETING**

**28 SEPTEMBER 2016**

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Our Economy No. 2 Cont...

|                      |                                                   |
|----------------------|---------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>              |
| <b>Submitted by:</b> | Administration & Web Assistant                    |
| <b>Reference:</b>    | <b>ITEM GOV17/21</b>                              |
| <b>Subject:</b>      | <b>MONTHLY OPERATIONAL REPORT - FEBRUARY 2021</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 February 2021.**

**Kylie Smith**  
**Acting Chief Executive**

|                               |                                                                                                                                       |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Christie Fitzpatrick                                                                                                                  |
| Approved/Reviewed by Manager: | Kylie Smith, Acting Chief Executive                                                                                                   |
| Department:                   | Office of the Chief Executive                                                                                                         |
| Attachments:                  | <b>1</b> Attachment 2 (Attachment Booklet 2) - Monthly Operational Report - February 2021 <span style="float: right;">95 Pages</span> |

|                      |                                                                                   |
|----------------------|-----------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                                              |
| <b>Submitted by:</b> | Executive Assistant & Media                                                       |
| <b>Reference:</b>    | <b>ITEM GOV18/21</b>                                                              |
| <b>Subject:</b>      | <b>NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT<br/>2021- MOTIONS FOR DEBATE</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>        | We partner with the community, business and Federal and State Government in the achievement of our goals.                                                                 |
| <b>CSP Delivery Program</b> | Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region. |

**SUMMARY**

The purpose of this report is for Council to consider motions that have been submitted for the National General Assembly of Local Government 2021 in Canberra, 20-23 June 2021.

**OFFICER'S RECOMMENDATION:****That Council:****(1) Approve the submission of the following motions for the National General Assembly of Local Government 2021:**

- (i) This National General Assembly again calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue by the 2022/23 Financial Year.**
- (ii) This National General Assembly calls on the Australian Government to either cease the practice of expecting Council co-contributions when applying for Federal Government Grants or allow Council's in kind contributions to be eligible as the co-contribution from Councils.**
- (iii) This National General Assembly calls on the Australian Government to allow Councils to use new Grant Funding opportunities for projects already contained within their operational plan that would have otherwise been funded from loans (currently they are excluded).**
- (iv) This National General Assembly call on the Australian Government to provide grant funding in advance to Regional and Rural Council and not in arrears so as to avoid impacting unfavorably on such Council's cash flow.**

Our Governance No. 18 Cont...

### **BACKGROUND**

At the February Ordinary Council meeting, it was resolved that Council prepare and consider motions for debate – submission date being 11.59 pm, Friday 26 March 2021. The theme of the 2021 National General Assembly is “Working Together for Our Communities”. This was the theme for the 2020 NGA but due to its cancellation due to COVID-19, the ALGA Board has decided to retain the theme and emphasise the importance of partnerships to building and maintain resilience in our councils and our communities.

A significant number of motions will be put to the Assembly, generating lively, vigorous and constructive debate. All of the motions that are supported at the NGA are submitted to the Australian Local Government Association (ALGA) Board for consideration and aim, ultimately, to advance the cause of Local Government and the communities we seek to serve.

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor or the NGA, motions must meet the following criteria:

- Be relevant to the work of Local Government nationally;
- Be consistent with the themes of the NGA;
- Complement or build on the policy objectives of your state and territory Local Government Association;
- Be from a Council which is a financial member of their state or territory Local Government Association;
- Propose a clear action and outcome; and
- Not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, Local Government.

### **REPORT:**

As a result of the report item GOV 5/21 “National General Assembly of Local Government 2021, submissions for the following motions are proposed to be submitted:

- (i) This National General Assembly again calls on the Australian Government to increase funding for local government Financial Assistance Grants to a level of at least 1% of Commonwealth taxation revenue by the 2022/23 Financial Year.
- (ii) This National General Assembly calls on the Australian Government to either cease the practice of expecting Council co-contributions when applying for Federal Government Grants or allow Council’s in kind contributions to be eligible towards the co-contribution from Councils.
- (iii) This National General Assembly calls on the Australian Government to allow Councils to use new Grant Funding opportunities for projects already contained within their operational plan that would have otherwise been funded from loans (currently they are excluded).

Our Governance No. 18 Cont...

- (iv) This National General Assembly call on the Australian Government to provide grant funding in advance to Regional and Rural Council and not in arrears so as to avoid impacting unfavorably on such Council's cash flow.

Motions ii), iii) and iv) tie in directly to the questions raised in the Discussion Paper under the heading of Council Resilience, namely:

"Apart from Financial Assistance Grants, how can the Australian Government assist councils to become more financially sustainable and able to better meet the needs of their communities? Are there new partnership programs or policy changes required?"

In order for Councils, particularly Regional and Rural Councils to become more financially sustainable, these motions need to be adopted and accepted by the Federal Government.

In relation to the first and most important of the proposed motions (which has already been accepted by the National General Assembly of Local Government), this is more important than ever for Councils particularly for Rural & Regional Councils.

Depreciation is one of the largest components of such Rural & Regional Councils expenditure. Success in receiving Commonwealth and other grants is a double edged sword, particularly in relation to new items of capital expenditure, as the inevitable depreciation increases as a result of new infrastructure results in higher depreciation, impacting on Council's bottom line. Financial Assistance Grants which are untied funding for Councils need to increase in recognition that there are additional and ongoing lifestyle costs associated with new grant funded assets and it is impossible for Councils to sustain such increased costs without additional funding. Further it is unfair on ratepayers to have to bear these costs.

The above motions, if accepted, will require changes to the Federal Government's grant guidelines in some instances and will also require changes to the Federal Governments budget policy in relation to the Financial Assistance Grants.

### **COUNCIL IMPLICATIONS:**

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

Nil.

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

The above motions if accepted will require changes to the Federal Government's grant guidelines in some instances and will also require changes to the Federal Governments budget policy in relation to the Financial Assistance Grants.

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

In order for Councils, particularly Regional and Rural Councils to become more financially sustainable, these motions need to be adopted and accepted by the Federal Government.

Our Governance No. 18 Cont...

**4. Asset Management (AMS)**

Depreciation is one of the largest components particularly Rural & Regional Council's expenditure. Success in receiving Commonwealth and other grants is a double edged sword, particularly in relation to new items of capital expenditure, as the inevitable depreciation increases as a result of new infrastructure results in higher depreciation, impacting on Council's bottom line. Financial Assistance Grants which are untied funding for Councils need to increase in recognition that there are additional and ongoing lifecycle costs associated with new grant funded assets and it is impossible for Councils to sustain such increased costs without additional funding. Further it is unfair on ratepayers to have to bear these costs.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Acting Chief Executive**

|                               |                                           |
|-------------------------------|-------------------------------------------|
| Prepared by staff member:     | Noelene Hyde                              |
| Approved/Reviewed by Manager: | Kylie Smith, Acting 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 GOV19/21</b>                                                                     |
| <b>Subject:</b>      | <b>DESTINATION &amp; VISITOR ECONOMY CONFERENCE - PORT MACQUARIE - 26 TO 28 MAY 2021</b> |

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

|                             |                                                                                                                                                     |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 13 - Council recognises the diversity of the communities that make up the Tenterfield Shire Council Local Government Area. |
| <b>CSP Strategy:</b>        | Council recognises the diversity of the communities that make up the Tenterfield Shire Council Local Government Area.                               |
| <b>CSP Delivery Program</b> | Identify, represent, advocate and lobby for inclusion of the Shire's needs in regional and state planning.                                          |

#### **SUMMARY**

The purpose of this report is for Council to endorse and approve the attendance of Council delegates to the Destination & Visitor Economy Conference 2021 to be held at Port Macquarie from Wednesday, 26 May 2021 to Friday, 28 May 2021.

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

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

- (1) Approve the attendance of Council's Tourism Advisory Committee delegates, Mayor Peter Petty, Councillor Bob Rogan and Councillor Gary Verri at the Destination & Visitor Economy Conference 2021 at Port Macquarie, 26 to 28 May 2021; and further**
- (2) Invite attendance from other interested Councillors to the Destination & Visitor Economy Conference 2021.**

#### **BACKGROUND**

Council's delegates to the Tourism Advisory Committee are the Mayor, Councillor Bob Rogan (Chair of the Tourism Advisory Committee) and Councillor Gary Verri.

Given the proximity of Port Macquarie to Tenterfield, it is suggested that other Councillors may be keen to attend this Conference given the importance of tourism to our Shire. It also provides an excellent opportunity for Councillors to network with their peers in other NSW Local Government areas.

#### **REPORT:**

Based on feedback, the Destination & Visitor Economy Conference has been rebranded and a program created that will bring an engaging and educational experience to attendees.

Over the three (3) days of the Conference, Councillors will have the opportunity to:

- Stay current on issues affecting Councils in the visitor economy and become inspired with new opportunities which could be implemented in their Local Government areas;



Our Governance No. 19 Cont...

- Participate in interactive breakout sessions of interest to metropolitan and regional councils;
- Participate in site visits and plenary presentations that will provide expert insight into initiatives from around the world that are changing how to cater to the future visitor;
- Participate in exclusive networking opportunities with key sponsors, suppliers, peers and other leaders in the destination marketing/management and visitor economy space.

### **COUNCIL IMPLICATIONS:**

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

Nil.

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

- Councillor Expenses & Facilities Policy 1.160.

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

- Early Bird Registration (until 1 April 2021) - \$850 per person
- Accommodation - \$200 per person per night (as per Council's Policy)

Due to the COVID regulations, the Council Delegates budget retains sufficient funds for the costs for additional attendees to this Conference to be allocated from this account.

#### **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**  
Acting Chief Executive

Prepared by staff member:

Noelene Hyde

Approved/Reviewed by Manager:

Kylie Smith, Acting Chief Executive

Department:

Office of the Chief Executive

Attachments:

**1** Program - Destination & Visitor  
Economy Conference

7  
Pages



**Destination and Visitor Economy Conference**

Wednesday 26 May – Friday 28 May 2021, Sails Port Macquarie, by Rydges

**Creating destinations for living, learning, visiting and investing!**



**PROGRAM**

| <b>Wednesday 26 MAY</b>                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                    |
|--------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------|
| 1.30pm                                                             | <b>Marketing Workshop opens with arrival TEA/COFFEE in Cape 3 Room</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                    |
| 2.00pm - 4.30pm                                                    | <b>Optional Threesides Marketing Workshop (with AFTERNOON TEA at 3pm)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                    |
|                                                                    | <table border="1"> <tr> <td><b>Todd Wright</b><br/>Managing Director<br/>Threesides<br/>Marketing</td> <td>Transforming your customer service and e-commerce experience: <i>in your LGA, and your visitor services and marketing organisation.</i></td> </tr> </table> <p><b>Delegates will learn about:</b></p> <ul style="list-style-type: none"> <li>- How to plan out a digitally led customer experience strategy and bring a commercial digital technology approach to an LGA environment.</li> <li>- How local government can grow internal capability and capacity to deliver online customer service and bring destination operators on the journey.</li> <li>- The term Interactive Customer Experience (CX) – and model how can a 24hr help desk with omni channel customer service help attract visitors.</li> <li>- LGAs which have a revenue need: the case and state of play for e-commerce in visitor centres and across destinations (beyond the booking service).</li> <li>- What a Unified Customer View is and how using simple data dashboards can help tell a more meaningful story about what’s happening in your business.</li> </ul> | <b>Todd Wright</b><br>Managing Director<br>Threesides<br>Marketing |
| <b>Todd Wright</b><br>Managing Director<br>Threesides<br>Marketing | Transforming your customer service and e-commerce experience: <i>in your LGA, and your visitor services and marketing organisation.</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                    |
| 1.30pm – 4.30pm                                                    | <b>Trade Exhibition set up</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                                                    |
| 5.00pm – 7.00pm                                                    | <p><b>Welcome Reception, The Sails Resort, Port Macquarie</b></p> <p><b>Sponsored by NRMA Parks and Resorts</b></p> <p><b>Official proceedings: MC- Cr Linda Scott, LGNSW</b></p> <ul style="list-style-type: none"> <li>• Welcome to Country by <b>Uncle Bill</b>, Birpai Local Aboriginal Land Council</li> <li>• Welcome from <b>Cr Peta Pinson</b>, Mayor of Port Macquarie-Hastings Council</li> <li>• Address by <b>Paul Davies</b>, CEO, NRMA Parks and Resorts: Premier Sponsor</li> </ul> <p><i>Guests will hear about the NRMA's involvement in regional tourism promotion and its partnerships with councils in the management of tourism experiences at their Holiday Parks.</i></p> <p>Followed by delicious canapes and drinks as guests network, relax and settle in to this seaside resort.</p> <p><b>Entertainment provided by:</b></p> <p><b>Banjo</b> – local contemporary dance performance</p> <p><b>Chris Rose</b> – singer songwriter from the mid north coast of NSW</p>                                                                                                                                                              |                                                                    |

Program is correct at this time, please note speakers may change.

|             |                                                                                                                                                                                                                                          |
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| 7pm onwards | <i>Delegates are encouraged to pre-book locally for dinner.</i><br>You are welcome to watch the 10min digital projection on the courthouse in the town center at 8pm which tells the story of Port Macquarie, its places and its people. |
|-------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| <b>Thursday 27 MAY</b> |                                                                                                                                                                                                                                                                    |                                                                                        |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| 6.15am                 | <b>Early morning group wellbeing activity:</b> Harbour Walk<br>Start the day with a guided walk around the Boardwalk from Sails Resort into the Town Green. Approximately 4km return, total time 1 hour.<br>Guided by Michelle Aubert, LGNSW - a north coast local |                                                                                        |
| 8.15am                 | <b>Trade exhibition opens with TEA/COFFEE + Breakfast snacks</b><br><b>Sponsored by Arts Mid North Coast</b>                                                                                                                                                       |                                                                                        |
| 8.45am                 | <b>CONFERENCE SESSION OPENS in Cape Ballroom</b>                                                                                                                                                                                                                   |                                                                                        |
| 8.45am                 | MC: <b>Nils Vesk</b> ,<br>Director at Ideas with Legs                                                                                                                                                                                                              | Opening formalities                                                                    |
| 8.50am                 | <b>Cr Linda Scott</b> ,<br>President,<br>LGNSW                                                                                                                                                                                                                     | LGNSW President's Welcome                                                              |
| 9.00am                 | <b>Ngarrgan Mirrilyn Women's Choir</b>                                                                                                                                                                                                                             | Port Macquarie Hastings' own Ngarrgan Mirrilyn choir in honour of Reconciliation Week. |
| 9.10am                 | <b>The Hon. Stuart Ayres MP</b> ,<br>Minister for Jobs, Investment, Tourism and Western Sydney                                                                                                                                                                     | Ministerial Welcome                                                                    |
| 9.30am                 | <b>Greg Binskin</b> ,<br>Executive Manager, Tourism Business NSW                                                                                                                                                                                                   | Award Ceremony with Minister:<br>NSW Tourism Industry Council - Top Tourism Town Award |
| 9.40am                 | <b>Craig Rispin</b> ,<br>Business Futurist and Innovation Expert, The Future Trends Group.                                                                                                                                                                         | Opening keynote:<br>Catering to the future visitor                                     |
| 10.30am                | <b>MORNING TEA</b><br><b>Sponsored by Visit Pacific Coast</b>                                                                                                                                                                                                      |                                                                                        |

|                |                                |
|----------------|--------------------------------|
| 11am – 12.05pm | <b>BREAKOUT SESSION PART 1</b> |
|----------------|--------------------------------|

Program is correct at this time, please note speakers may change.

|         | Cape 1 Room<br><b>STREAM A:</b><br>Future directions in economic development.<br>Sponsored and facilitated by: Richard Faithorn<br><b>Leonard's Advertising</b>                                                                                                                                                                                                                                               | Cape 2 Room<br><b>STREAM B:</b><br><b>Visitor Servicing.</b><br>Sponsored & facilitated by: Elliot Daniel, Co-director & PhD Researcher<br><b>Visit Pacific Coast</b>                                                                                                                                                                   | Cape 3 Room<br><b>STREAM C:</b><br>Arts and activations.<br>Sponsored & facilitated by: Kevin Williams, Executive Director<br><b>Arts Mid North Coast</b>                                                                                                                                                                                                                                                  |
|---------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11am    | <p><b>Stream A, part 1:</b><br/><b>Councils assisting business innovation and economic development.</b></p> <p>Economic development: Lessons from Parramatta.</p> <p><b>Beau Reid</b>, Night Time Economy Officer, Parramatta Council</p> <hr/> <p>Aboriginal procurement</p> <p><b>Kristal Kinsela</b>, Managing Director,<br/>Kristal Kinsela Consulting<br/>Aboriginal businesswoman and entrepreneur.</p> | <p><b>Stream B, part 1:</b><br/><b>Agritourism development.</b></p> <p>Two councils part of the NSW Small Business Commission's pilot:</p> <p><b>Nikki Robertson</b>, Liverpool Plains Shire Council</p> <p><b>Kevin Abey</b>, Wollondilly Shire Council</p> <p>Host: <b>Coralie Bell</b>, Chairperson, Australian Regional Tourism</p> | <p><b>Stream C, part 1:</b><br/><b>Creative sectors in economic recovery.</b></p> <p>Creating Thriving Communities! workshop</p> <p><b>Michael Cohen</b>, Director, CityPeople: culture-led placemaking</p>                                                                                                                                                                                                |
| 12.05pm | <b>Choose and move to BREAKOUT SESSION PART 2</b>                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                            |
| 12.10pm | <p><b>Stream A, part 2:</b><br/><b>Western Sydney International Airport and aerotropolis – opportunities for all NSW.</b></p> <p><b>Craig Rispin</b>, Business Futurist and Innovation Expert, The Future Trends Group.</p> <hr/> <p>Enabling the opportunities and tackling the challenges.</p> <p><b>Greg Binskin</b>, Executive Manager, Tourism NSW Business Chamber</p>                                  | <p><b>Stream B, part 2:</b><br/><b>Capitalising on your Visitor Information Centre.</b></p> <p>Hosted by: LG members of the <b>VIC Industry Advisory Group (IAG)</b></p>                                                                                                                                                                | <p><b>Stream C, part 2:</b><br/><b>Rebooting events right.</b></p> <p><b>Julia Robinson</b>, General Manager, Australian Festivals Association(AFA)</p> <p><b>Kathryn Holloway</b>, General Manager, Cattleyard (Groovin the Moo) &amp; AFA Secretary</p> <hr/> <p>How councils can assist</p> <p><b>Francesca Valmorbida</b>, Local Government Arts &amp; Culture Consultant<br/><i>(live stream)</i></p> |

Program is correct at this time, please note speakers may change.



|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|---------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.15pm              | <b>LUNCH</b><br>Sponsored by Visit Pacific Coast                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 1.45pm – 5.00pm     | <b>Site Visits (x 4 Options)</b>                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|                     | <b>AFTERNOON TEA (Included on all site visits)</b>                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Site Visit 1</b> | <b>Koala Hospital and Sea Acres tour– Leveraging our Natural Assets</b>                                                                                                                                                                                                                                                                                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 1.45pm – 5.00pm     | <b>Liesa Davies,</b><br>Group Manager<br>Destination &<br>Cultural<br>Development,<br>Port Macquarie-<br>Hastings Council                                                                                                                                                                                                                                                                                                                            | <p>A site visit of the Koala Hospital including discussion with Koala Hospital President, Sue Ashton, about the impacts of the bushfires, and managing the huge worldwide interest over this time. Sue will also discuss the new Wild Koala Breeding Facility currently under development, and plans to incorporate visitor facilities.</p> <p>Our group will be split into three- rotating between the Hospital, a tour through next-door Historic Roto House, and a light afternoon tea from Round &amp; Round in the grounds.</p> <p>Following this, the group will go via bus to Sea Acres Rainforest Centre, for a 15-minute Board Walk tour (<i>accessible, flat shoes recommended</i>), rotating through the Rainforest Centre and theatre.</p> |
|                     | <p><b>Delegates will learn about:</b></p> <ul style="list-style-type: none"> <li>- How to weave unique nature experiences into the tourism experience to inspire visitors.</li> <li>- How local government can support tourism operators during times of crisis and change.</li> </ul>                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Site Visit 2</b> | <b>Bago Maze &amp; Winery – Not just another Winery!</b>                                                                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 1.45pm – 5.00pm     | <b>Kim Gallery,</b><br>Destination &<br>Cultural<br>Development<br>Officer,<br>Port Macquarie-<br>Hastings Council                                                                                                                                                                                                                                                                                                                                   | <p>Bago Maze &amp; Winery has well and truly put itself on the map over recent years by offering one of the world's largest hedge mazes, a traditional 'Russian Caravan' themed chocolate shop, and a range of other delights.</p> <p>The innovative owners are continually coming up with new and interesting ideas to entice visitors and this destination is now so much more than just a vineyard.</p> <p><i>This adventure is a 35 minute bus ride from Sails, so please settle back and relax.</i></p>                                                                                                                                                                                                                                           |
|                     | <p><b>Delegates will learn about:</b></p> <ul style="list-style-type: none"> <li>- Differentiating the winery product- challenges and advantages.</li> <li>- How diversifying has helped them bounce back from bushfires/coronavirus and helped take advantage of strong domestic visitation.</li> <li>- Bago's first-hand experience of the NSW First Operator program via DNSW.</li> <li>- Council's support in promoting the offering.</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

Program is correct at this time, please note speakers may change.

|                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|---------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Site Visit 3</b>                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Charles Sturt University – Economic Development: New Health &amp; Education Precinct</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1.45pm –<br>5.00pm                                                                          | <p><b>David Archer,</b><br/>Senior Economic Development Officer,<br/>Port Macquarie-Hastings Council</p> <p><b>Kieran Metcalfe,</b><br/>Senior Strategic Planner,<br/>Port Macquarie-Hastings Council</p>                                                                                                                                                                                                                                                                                | <p>Retaining the title of being one of Australia’s fastest growing regional university campuses, participants will tour the brand new \$66 million state-of-the-art expansion of Charles Sturt Port Macquarie. The campus has unparalleled access to industry, a unique lifestyle and cutting-edge education techniques.</p> <p>Next settle in for your choice of locally-brewed beer at the Wicked Elf brewery in the surrounding, rapidly-evolving industrial precinct. Hear from Council’s Senior Strategic Planner about the future vision of Port Macquarie’s Health and Education precinct and how it will contribute to the LGA’s visitor economy.</p>                                                                                                                                                                                                                            |
|                                                                                             | <p><b>Delegates will learn about:</b></p> <ul style="list-style-type: none"> <li>- How Port Macquarie Hastings Council helped drive the development of a health and education precinct.</li> <li>- Addressing Land Use planning issues to capture the benefits and address the challenges of a growing regional university.</li> <li>- How student accommodation and other university facilities were used during the bushfire response.</li> </ul>                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Site Visit 4</b>                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Ricardoes and Billabong Zoo – Instagrammable Attractions</b>                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1.45pm –<br>5.00pm                                                                          | <p><b>Jane Ellis,</b><br/>Destination &amp; Cultural Development Manager,<br/>Port Macquarie-Hastings Council</p>                                                                                                                                                                                                                                                                                                                                                                        | <p>Visit Ricardoes Tomatoes &amp; Strawberries and experience the inner workings of an intensive agricultural facility. Owner Anthony Sarks will take you for a tour around the farm, which is open to the public for strawberry picking, farm tours and ‘Café Red’. The Café offers farm fresh produce, and delicious preserves to try, as well as what has been labelled “the best scones in the world” in one viral article.</p> <p>A short drive from Ricardoes is Billabong Zoo. Billabong Zoo is a family owned operation, headed up by one of the world’s Koala breeding experts, Mark Stone. This zoo may be small relative to Taronga, but it delights young and old with over 10 acres of shady pathways, where you can stroke, feed, hold, hear and see over 80 species of mammals, reptiles and birds. Includes ‘Shrek’ the giant croc and a pair of rare snow leopards.</p> |
|                                                                                             | <p><b>Delegates will learn about</b></p> <ul style="list-style-type: none"> <li>- The significant economic value that can be extracted beyond the farm-gate for businesses.</li> <li>- Learn how Instagram (and being instagrammable) has been critical to the success of these businesses.</li> <li>- Learn how this family owned Zoo survived during the Bushfires &amp; COVID, and then thrived by using clever social media strategies and appealing to local supporters.</li> </ul> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 5.00pm                                                                                      | <b>Site visits finish back at Sails Resort</b>                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 6.00pm                                                                                      | <b>EVENING DRINKS/NETWORKING at Sails Resort</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

Program is correct at this time, please note speakers may change.



|                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6.30pm           | <b>Transfer to offsite DINNER venue: Cassegrain Wines</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6.45pm – 10.00pm | <p><i>Conference dinner and entertainment: <a href="#">Embracing the Arts!</a></i><br/> <i>Dinner sponsored by Expedia and Stayz</i></p> <p><i>Delegates will hear from Expedia/Stayz about their latest innovations in the travel booking industry.</i></p> <p><i>The Cassegrain Family planted the first vineyard in Port Macquarie in 1980 and opened Cassegrain Wines in 1985. The winery has enjoyed much success over the last three decades including many awards and accolades.</i></p> <p><i>Entertainment:</i></p> <p>Delegates will be welcomed by local <b>Drumline Marching Band</b>, national champions, before being serenaded by <b>Rowland Moye</b> on saxophone.</p> <p>During dinner in the Barrel Room, guests will enjoy the background music by locals <b>Mat Brooker</b> and <b>Jackson James</b> over the night.</p> |

| Friday 28 MAY |                                                                                                                          |                                                                                                                                                                                                                                                                                                                              |
|---------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8.15am        | <b>Trade exhibition opens with TEA/COFFEE + Breakfast Snacks</b><br><b>Sponsored by Arts Mid North Coast</b>             |                                                                                                                                                                                                                                                                                                                              |
| 8.45am        | <b>CONFERENCE SESSION OPENS in Cape Ballroom</b>                                                                         |                                                                                                                                                                                                                                                                                                                              |
| 8.45am        | MC: <b>Nils Vesik</b> ,<br>Director at Ideas<br>with Legs                                                                | Start of the final day + overview of the site visits                                                                                                                                                                                                                                                                         |
| 9.00am        | <b>Jenny Aitchison MP</b> , Shadow<br>Minister for<br>Investment and<br>Tourism                                          | Shadow Minister Address                                                                                                                                                                                                                                                                                                      |
| 9.10am        | <b>Steve Cox</b> , CEO,<br>Destination NSW                                                                               | Keynote Address<br>Destination NSW Address<br>Strategic Partner                                                                                                                                                                                                                                                              |
| 9.50am        | MC: <b>Nils Vesik</b> ,<br>Director at Ideas<br>with Legs                                                                | Brainstorming                                                                                                                                                                                                                                                                                                                |
| 10.00am       | <b>Liesa Davies</b> ,<br>Group Manager<br>Economic and<br>Cultural<br>Development,<br>Port Macquarie<br>Hastings Council | Spotlight on the host council!<br><ol style="list-style-type: none"> <li>1. How Council responded to the bushfires+Covid19, and future plans for the visitor economy.</li> <li>2. Cowarra Tourism Precinct: panel discussion facilitated by Liesa with <b>Louse Faulkner &amp; Kathy Lyons</b> from Forestry NSW.</li> </ol> |

Program is correct at this time, please note speakers may change.



|         |                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 10.40am | <b>MORNING TEA</b><br>Sponsored by Leonards Advertising                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 11.10am | <b>Coralie Bell,</b><br>Chairperson,<br>Australian<br>Regional Tourism                                                                                                      | New national research: local government spend on tourism.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| 11.30am | <b>Paula Meyer,</b><br>Business<br>Development<br>Manager,<br>TAFE NSW<br><br><b>Janet Hanlan,</b><br>Industry Lead –<br>Tourism and<br>Experience<br>Services,<br>TAFE NSW | Tourism skills and labour shortages – the role of local government<br><br>With introduction by LGNSW Executive Manager – Member Central, <b>Gary O’Riordan</b> , and Executive Manager – Member Services, <b>Lillian Tiddy</b> about local government skills shortages and Learning Solutions packages.<br><br><i>Skills and labour shortages continue to plague the tourism sector and may prevent NSW from reaching its 2030 growth targets, outlined in the NSW visitor economy strategy. This session explores opportunities for local government to work with industry and the education sector to tackle this wicked problem.</i> |
| 12.30pm | <b>Nils Vesk</b><br>Director at Ideas<br>with Legs                                                                                                                          | Closing keynote: Innovation meets execution<br><br>You’ve got a stack of ideas, but how do you know which ones will work best? What’s the best way to test your ideas so that you don’t make any mistakes and implement an idea that becomes a lemon? This keynote will help you consolidate the ideas you’ve gained at the event into actionable innovation activities and prompt your thinking for even more innovative solutions.                                                                                                                                                                                                    |
| 1.15pm  | <b>LUNCH</b><br>Sponsored by Leonards Advertising                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 1.45pm  | <b>CLOSE OF CONFERENCE</b>                                                                                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

Program is correct at this time, please note speakers may change.

|                      |                                                      |
|----------------------|------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                 |
| <b>Submitted by:</b> | Manager Library Services                             |
| <b>Reference:</b>    | <b>ITEM GOV21/21</b>                                 |
| <b>Subject:</b>      | <b>LIBRARY SERVICES - UPDATE OF POLICY NO. 1.120</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**

The purpose of this report is to update Council's Library Services Policy.

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

**That Council adopt the updated Library Services Policy.**

#### **BACKGROUND**

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

#### **REPORT:**

The policy has been reviewed and updated for relevance and currency where required, for insertion into Council's current policy template, being:

#### **Library Services Policy**

This policy was previously amended and adopted by Council on 28 February 2018. The policy will be reviewed in three years, or sooner, if circumstances dictate that major changes are needed.

#### **COUNCIL IMPLICATIONS:**

- 1. Community Engagement / Communication (per engagement strategy)**  
Nil.
- 2. Policy and Regulation**  
As detailed in the policy.
- 3. Financial (Annual Budget & LTFP)**  
Nil.
- 4. Asset Management (AMS)**  
Nil.

Our Governance No. 21 Cont...

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Acting Chief Executive**

|                               |                                                                                                       |
|-------------------------------|-------------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Jennifer Stoker                                                                                       |
| Approved/Reviewed by Manager: | Kylie Smith, Acting Chief Executive                                                                   |
| Department:                   | Office of the Chief Executive                                                                         |
| Attachments:                  | <b>1</b> Attachment 3 (Attachment Booklet 10<br>3) Updated Library Services Policy Pages<br>No. 1.120 |

|                      |                                                      |
|----------------------|------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>         |
| <b>Submitted by:</b> | Manager Finance & Technology                         |
| <b>Reference:</b>    | <b>ITEM GOV22/21</b>                                 |
| <b>Subject:</b>      | <b>BUY LOCAL POLICY - UPDATE OF POLICY NO. 3.023</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**

Propose a new Buy Local Policy which incorporates a Local Benefits advantage rather than an advantage based on price alone for suppliers of Goods and Services to Tenterfield Shire Council in circumstances as described in the Policy.

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

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

- (1) Place the new Draft Buy Local Policy on Public Exhibition for 14 days, from 24 March 2021 to 7 April 2021 and either;**
- (2) Review submissions received during the Public Exhibition Period at the April Ordinary Council Meeting, or;**
- (3) If no submissions are received during the Public Exhibition period, adopt the Buy Local Policy as at 7 April 2021.**

#### **BACKGROUND**

Council's current Buy Local Policy (copy attached) states that:

*For Tenterfield Shire Council quotations and tenders for the supply of goods, materials and/or services, a price advantage may be given to local suppliers.*

*In the process of determining the successful supplier, a maximum amount of 5% will be nominally deducted from the local supplier price for the purpose of price comparison only.*

*Where the "Buy Local" preference is used in the evaluation of quotations or tenders and where a specification is provided, the specifications for the calling of quotations for services, goods or materials will:*

- indicate that Council has a preferential "Buy Local" Policy for local suppliers;*
- advise the percentage discount to be applied (5% maximum).*

*For other smaller purchases (<\$10,000), Council can, at its discretion, apply a buy local procurement discount for Local Suppliers. Where this is applied, it must be documented in the procurement assessment.*

Our Governance No. 22 Cont...

A "Local Supplier" will be defined as:

- a. An organisation that operates from permanently staffed premises within the boundaries of Tenterfield Shire's LGA and has operated from those premises for a minimum period of six (6) months before submitting the quotation or tender; or
- b. An organisation that is more than 49.9% owned by an individual (or individuals) that live/s within the boundaries of Tenterfield Shire's LGA and has done so for a minimum period of six (6) months before the organisation submits the quotation or tender. It is assumed that the individual/s reside/s at their address on the electoral role.

The Tendering Guidelines for NSW Local Government (Guidelines) state at paragraph 1.6, that a Council should develop a buy local policy if it wishes to consider local preference as a factor in the procurement process.

The Guidelines state that the policy should:

- (i) be based on sound reasoning and include a statement indicating the basis for its use;
- (ii) be clear in its application - for example, where an additional cost would be incurred by the council in implementing its Policy, the maximum amount or percentage of that additional cost should be specified and the particular circumstances in which the amount should also be acceptable to the local community,
- (iii) be disclosed to all potential tenderers prior to their decision to submit a tender;
- (iv) be included in the tender documents and identified in the evaluation criteria;
- (v) be referred to when reporting the result of the tender evaluation process including the details of any additional cost to be incurred by the council if it accepts a tender, other than the lowest tender, as a result of the implementation of the Policy.

The Guidelines further state that councils should consider seeking legal advice regarding their proposed policy to ensure the policy does not breach either the Competition and Consumer Act 2010 (Cth), the Fair Trading Act 1987 (NSW) or various international trade agreements.

#### **REPORT:**

Council sought advice from Bartier Perry solicitors regarding the proposed policy as per the Guidelines mentioned above.

Advice received is that:

*"(a) In our opinion, the application and/or increasing the price advantage given to local suppliers is permitted, and does not offend any anti-competitive legislation applicable.. in the circumstances discussed above."* (Please note the one exception is where work is undertaken on buildings leased out to commercial tenants as these are business activities and the Policy is most likely not able to be applied to such services).

*"(b) It is not however the only way to assist local industry/suppliers, and may not necessarily deliver long-term sustainable benefits to the suppliers or the community. In*

Our Governance No. 22 Cont...

*our opinion, buy local policies that consider amongst other things, local benefits, are more likely to promote the medium to long term benefits of local suppliers and the community as a whole."*

Bartier Perry went on to say that:

*"A one-dimensional buy local policy based purely on providing a price advantage to local suppliers may not be based on sound reasoning if applied in all circumstances.*

*The procurement statement/policy issued by the Queensland Government title "Optimising Opportunities for Local Suppliers" is a good example of a multidimensional policy. In it, the policy talks about optimising opportunities for local supplies. Specifically it states that:*

*"The approach taken to any procurement will depend on the nature of the procurement at hand. This includes:*

- low value and low business risk purchases*
- procurement that is assessed as being high value and/or has a high degree of business risk.*

*It goes on to explain the things that can be done to optimise opportunities including considering the local benefits. In considering the local benefits it states:*

*"Government buyers should consider any benefits that suppliers would bring to the local area. The type of benefits supplied can bring will vary from procurement to procurement. Therefore, agencies will need to identify what benefits are appropriate during the planning stage and incorporate these in subsequent stages of the procurement process...."*

*Price advantage is but one of the factors that can be used to support local suppliers and benefit the local community but providing a price advantage to local suppliers is not the only way to do so. Other considerations may be relevant, and there is no reason that a policy cannot be developed to take into account some of those other considerations. The policy will however have to follow the guidelines in paragraph 1.6 of the Guidelines.*

*The Queensland policy speaks of a number of things that can be done to assist local suppliers including:*

- (i) holding a 'meet the buyer' forum;*
  - (ii) understanding and eliminating barriers for local suppliers; and*
  - (iii) working with suppliers as part of a development program to improve their performance and capabilities.*
- (l) The best practice policy to promote local suppliers would be a multidimensional/faceted policy, that is flexible and seeks to ensure that local suppliers are not only preferred because they are local or given a price advantage, but are helped to improve their performance and capabilities.*

*An important aspect of a multi-dimensional/faceted policy is incorporating a local benefits test. Such local benefits tests consider:*

- (i) local jobs;*
- (ii) opportunities for local supply chains;*
- (iii) opportunities for apprentices and trainees; and*

Our Governance No. 22 Cont...

*(iv) case-by-case benefits.*

*A local benefits should be readily identifiable, evaluated, measured and reported on.*

*A benefit of incorporating a local benefits test is that there is scope to balance the interests of the local suppliers and the community as a whole, which is not necessarily the case with a policy based solely on providing local suppliers with a price advantage.*

*The disadvantage of including a local benefits test is it may make the policy, more complex and requires a lot more work to evaluate and make decisions. It may also be less transparent because of its complexity and the complexity of its application and assessment."*

A new Buy Local Policy has been developed taking into account all of the above considerations. (Copy attached – for ease of reading it is in a word/PDF format but it will be reformatted in line with Council's usual Policy format once adopted).

Rather than an advantage based on price, the new Buy Local Policy requires Council staff involved in procurement decisions to conduct a Local Benefits Test in certain circumstances, details of which are contained within this Buy Local Policy.

Essentially though, for all significant procurement activities for goods and services (ie above a minimum threshold of \$50,001), the Local Benefits Test will be applied where there is a potential for goods and service to be acquired locally. In such circumstances a Local Benefits weighting of up to 30% may be applied.

#### **COUNCIL IMPLICATIONS:**

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

A draft of the new Policy will be placed on Public Exhibition for 14 days. Should no submissions be received, this will be noted in the Monthly Operational Report.

**2. Policy and Regulation**

The existing Buy Local Policy would be replaced with the new Policy as attached to this report

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

Financial impacts are yet to be determined but will be reported on in the Quarterly Budget Reviews.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Legal opinion has been sought and the draft Policy meets legislative requirements.

**7. Performance Measures**

The intent is to provide economic stimulus to the Tenterfield Shire and a record will be maintained of local businesses that benefit from this new Policy.

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## 8. Project Management

Nil.

**Kylie Smith**  
**Acting Chief Executive**

|                               |                                                                                       |
|-------------------------------|---------------------------------------------------------------------------------------|
| Prepared by staff member:     | Paul Della                                                                            |
| Approved/Reviewed by Manager: | Kylie Smith, Acting Chief Executive                                                   |
| Department:                   | Office of the Chief Corporate Officer                                                 |
| Attachments:                  | <b>1</b> Attachment 4 (Attachment Booklet 3) Existing Buy Local Policy 1 Page         |
|                               | <b>2</b> Attachment 5 (Attachment Booklet 3) Draft Proposed Buy Local Policy 10 Pages |



|                      |                                                                               |
|----------------------|-------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                  |
| <b>Submitted by:</b> | Manager Customer Service, Governance & Records                                |
| <b>Reference:</b>    | <b>ITEM GOV23/21</b>                                                          |
| <b>Subject:</b>      | <b>CUSTOMER SERVICE, GOVERNANCE &amp; RECORDS - UPDATE OF POLICY NO.1.164</b> |

|                                                               |                                                                                                                                                                  |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                  |
| <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

The purpose of this report is to update Council's Procurement Policy.

### OFFICER'S RECOMMENDATION:

#### That Council:

- (1) Place the Draft Procurement Policy on Public Exhibition for 14 days, from 24 March 2021 to 7 April 2021 and either**
- (2) Review submissions received during the Public Exhibition Period at the April Ordinary Council Meeting, or**
- (3) If no submissions are received during the Public Exhibition period, adopt the Procurement Policy as at 7 April 2021.**

### BACKGROUND

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

This Procurement Policy (the Policy) was previously amended and adopted by Council on 16 December 2015.

### REPORT:

The Policy has been reviewed and amended for accuracy, where required, for insertion into Council's current policy template.

The Policy has been redrafted to reflect the intent of a policy document, being to provide Council's strategic framework for procurement and reflect updates in the NSW Government Procurement Policy Framework. Detailed procedural information has been transferred to a Procurement Procedure, for use in Council procurement.

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### **COUNCIL IMPLICATIONS:**

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

Due to the significant redraft of the document, the policy will need to be on public exhibition for 14 days, from 24 March 2021 until 7 April 2021, for community comment.

**2. Policy and Regulation**

As detailed in the policy.

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

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Paul Della**

**Acting Chief Corporate Officer**

|                               |                                                                                                                                                                                                                                                                                               |          |                                                                               |         |          |                                                                                  |         |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|-------------------------------------------------------------------------------|---------|----------|----------------------------------------------------------------------------------|---------|
| Prepared by staff member:     | Erika Bursford                                                                                                                                                                                                                                                                                |          |                                                                               |         |          |                                                                                  |         |
| Approved/Reviewed by Manager: | Paul Della, Acting Chief Corporate Officer                                                                                                                                                                                                                                                    |          |                                                                               |         |          |                                                                                  |         |
| Department:                   | Office of the Chief Corporate Officer                                                                                                                                                                                                                                                         |          |                                                                               |         |          |                                                                                  |         |
| Attachments:                  | <table> <tr> <td><b>1</b></td> <td>Attachment 6 (Attachment Booklet 3) Draft TSC Procurement Policy - March 2021</td> <td>3 Pages</td> </tr> <tr> <td><b>2</b></td> <td>Attachment 7 (Attachment Booklet 3) Draft TSC Procurement Procedure - March 2021</td> <td>5 Pages</td> </tr> </table> | <b>1</b> | Attachment 6 (Attachment Booklet 3) Draft TSC Procurement Policy - March 2021 | 3 Pages | <b>2</b> | Attachment 7 (Attachment Booklet 3) Draft TSC Procurement Procedure - March 2021 | 5 Pages |
| <b>1</b>                      | Attachment 6 (Attachment Booklet 3) Draft TSC Procurement Policy - March 2021                                                                                                                                                                                                                 | 3 Pages  |                                                                               |         |          |                                                                                  |         |
| <b>2</b>                      | Attachment 7 (Attachment Booklet 3) Draft TSC Procurement Procedure - March 2021                                                                                                                                                                                                              | 5 Pages  |                                                                               |         |          |                                                                                  |         |

|                      |                                                                |
|----------------------|----------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                   |
| <b>Submitted by:</b> | Manager Customer Service, Governance & Records                 |
| <b>Reference:</b>    | <b>ITEM GOV24/21</b>                                           |
| <b>Subject:</b>      | <b>CUSTOMER SERVICE, GOVERNANCE &amp; RECORDS - NEW POLICY</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**

The purpose of this report is to adopt a Legislative Compliance Policy, in line with recommendations by the NSW Audit Office.

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

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

- (1) Place the Draft Legislative Compliance Policy on Public Exhibition for 14 days, from 24 March 2021 to 7 April 2021; and either**
- (2) Review submissions received during the Public Exhibition Period at the April Ordinary Council Meeting; or**
- (3) If no submissions are received during the Public Exhibition period, adopt the Legislative Compliance Policy as at 7 April 2021.**

#### **BACKGROUND**

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

#### **REPORT:**

The NSW Audit Office Report on Local Government 2019 (released 5 March 2020) highlighted areas for improvement by councils from financial audits of 2018/2019. The report specifically identified that a legislative compliance framework assists councils to capture and monitor compliance with key laws and regulations. While there had been a slight improvement in the percentage of councils with a legislative compliance policy and register, further improvement is required overall.

Tenterfield Shire Council subscribes to the Local Government Legal Legislative Compliance Database, developed by Hunger Councils Legal Services Limited, and uses this database to meet the requirement for maintaining a legislative register. A Legislative Compliance Policy has now been developed to detail the system and other

Our Governance No. 24 Cont...

mechanisms already in place and used by Council to meet the legislative compliance requirements identified by the NSW Audit Office.

### **COUNCIL IMPLICATIONS:**

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

The policy has been developed in accordance with requirements of the NSW Audit Office, and reflects Council's existing legislative compliance framework. Due to this being a new policy, it will need to be placed on public exhibition for 14 days, from 24 March 2021 to 7 April 2021, for any community comment.

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

As detailed in the policy.

#### **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.

**Paul Della**  
Acting Chief Corporate Officer

|                               |                                                                                                         |            |
|-------------------------------|---------------------------------------------------------------------------------------------------------|------------|
| Prepared by staff member:     | Erika Bursford                                                                                          |            |
| Approved/Reviewed by Manager: | Paul Della, Acting Chief Corporate Officer                                                              |            |
| Department:                   | Office of the Chief Corporate Officer                                                                   |            |
| Attachments:                  | <b>1</b> Attachment 8 (Attachment Booklet<br>3) Draft TSC Legislative<br>Compliance Policy - March 2021 | 4<br>Pages |

|                      |                                                                                                                           |
|----------------------|---------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                                                              |
| <b>Submitted by:</b> | Corporate Administration Officer                                                                                          |
| <b>Reference:</b>    | <b>ITEM GOV25/21</b>                                                                                                      |
| <b>Subject:</b>      | <b>LOCAL ORDERS FOR THE KEEPING OF ANIMALS IN URBAN AREAS OF TENTERFIELD SHIRE POLICY - 3.120 - REVIEW OF SUBMISSIONS</b> |

|                                                               |                                                                                                                                                                  |
|---------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                                                  |
| <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

The purpose of this report is to provide Council with a submission received by a member of the public raising an objection to the proposed changes and some additional amendments for consideration, and to adopt the Policy 3.120 - Local Orders for Keeping of Animals in Urban Areas of Tenterfield Shire.

## OFFICER'S RECOMMENDATION:

**That Council:**

- (1) Notes the receipt of the attached submission; and**
- (2) Adopts the Local Orders for Keeping of Animals in Urban Areas of Tenterfield Shire Policy 3.120 as per Attachment 10 (Attachment Booklet 3).**

## BACKGROUND

The Local Orders for the Keeping of Animals in Urban Areas of Tenterfield Shire Policy seeks to provide clear direction to the Tenterfield Shire community, of Council's responsibilities and regulatory powers concerning the keeping of animals in the Tenterfield Shire and the process which Council uses to determine when to enforce the controls within this policy.

As such, it is not the intent of the Council nor the policy to enforce controls within this policy in the first instance, but to work with owners of domestic animals to ensure that the keeping of domestic animals does not have adverse impact on adjoining properties.

A report was put up to Council on 25 November 2020 to endorse and place the Draft Policy for Local Orders for the Keeping of Animals in Urban Areas of Tenterfield Shire on public exhibition for 42 days. This Policy was on public exhibition from 1 December 2020 with submissions closing on 11 January 2021.

This report was presented at the February Council Meeting but was left to lay on the table pending clarification of information. This has now been undertaken.

Our Governance No. 25 Cont...

**REPORT:**

Council has received one (1) submission which is attached to this report, objecting to the proposed changes from the distance of 30m to 10m to a residential dwelling as this will directly impact the health, property value, quality of life and lifestyle of many village residents by bringing large ruminant animals closer to where people live, eat, entertain and sleep and have some additional amendments for consideration.

This submission also contained additional proposals to include:

- Water for domestic livestock;
- Water troughs location;
- Location of Fixed or movable feeding structures;
- Stockpiling of hay and large amounts of feed;

Whilst staff acknowledge the concern, however livestock have been within the RU5 area of Tenterfield for many years now and in Council records no medical reports have been reported in relation to Q Fever or Zoonotic Disease, and these concerns have been addressed by only allowing 1 animal per half hectare of pastured land on vacant building block as stated within the policy.

After speaking with other Government bodies, it is found that a closer distance to livestock is not a contributing factor if an individual was to contract Q Fever or any other airborne disease.

As stated within Council's Tenterfield Local Environmental Plan, 2013 no intensive agriculture is permitted in an RU5 area.

Council are trying to reduce overgrown blocks of land within the RU5 Village area by placing a number of animals on these vacant lots to graze, which will contribute to eliminating any fire risks. By reducing the distance this will assist to alleviate long grass, eliminate neighborhood concerns, and assist in vermin control.

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

The Locals Orders for the Keeping of Animals in Urban Areas of Tenterfield Shire was on exhibition for a period of 42 days.

**2. Policy and Regulation**

- The Local Orders for the Keeping of Animals in Urban Areas of Tenterfield Shire Policy – 3.120;
- Tenterfield Local Environmental Plan 2014 ;
- Local Government Act 1993;
- Local Government (General) Regulations 2005;
- Companion Animals Act 1998;
- Companion Animals Amendment Act 2001 and 2006; and
- Companion Animals Regulation.

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

Nil.

**4. Asset Management (AMS)**

Nil.

Our Governance No. 25 Cont...

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

Nil.

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

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

### **7. Performance Measures**

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

### **8. Project Management**

Nil.

**Paul Della**  
**Acting Chief Corporate Officer**

|                               |                                                                                                                                                                                                                                                                    |                                        |
|-------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|
| Prepared by staff member:     | Jodie Condrick                                                                                                                                                                                                                                                     |                                        |
| Approved/Reviewed by Manager: | Paul Della, Acting Chief Corporate Officer                                                                                                                                                                                                                         |                                        |
| Department:                   | Office of the Chief Corporate Officer                                                                                                                                                                                                                              |                                        |
| Attachments:                  | <ol style="list-style-type: none"> <li><b>1</b> Attachment 9 (Attachment Booklet 3) Submission to Council</li> <li><b>2</b> Attachment 10 (Attachment Booklet 3) - Local Orders for Keeping of Animals in Urban Areas of Tenterfield Shire Policy 3.120</li> </ol> | <p>2<br/>Pages</p> <p>12<br/>Pages</p> |

|                      |                                                               |
|----------------------|---------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                  |
| <b>Submitted by:</b> | Acting Manager Finance & Technology                           |
| <b>Reference:</b>    | <b>ITEM GOV26/21</b>                                          |
| <b>Subject:</b>      | <b>FINANCE &amp; ACCOUNTS - PERIOD ENDED 28 FEBRUARY 2021</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 28 February 2021.**

#### **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 28 February 2021.

Cash Book Balances on this date were as follows:-

|                        |                |        |
|------------------------|----------------|--------|
| General (Consolidated) | \$4,147,346.96 | Credit |
| General Trust          | \$ 313,266.50  | Credit |

#### (b) Summary of Investments



Our Governance No. 26 Cont...

The attachment to this report is a certified schedule of all Council's investments as at 28 February 2021 showing the various invested amounts and applicable interest rates.

### **Concealed Water Leakage Concession Policy Update**

For the month of February 2021 one concession was granted to the value of \$933.37 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 28 applications for 603 Certificates in February 2021. In the calendar year to date, there have been 57 applications compared to 23 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.

**Paul Della**

**Acting Chief Corporate Officer**

Prepared by staff member: Jessica Wild

Approved/Reviewed by Manager: Paul Della, Acting Chief Corporate Officer

Our Governance No. 26 Cont...

Department:

Office of the Chief Corporate Officer

Attachments:

**1** Investment Report as at 28  
February 2021

1  
Page

**TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 28 FEBRUARY 2021**

| Financial Institution            | Issuer Rating | Investment Term | Maturity Date | Interest Rate | Amount              | Percentage Exposure |
|----------------------------------|---------------|-----------------|---------------|---------------|---------------------|---------------------|
| Commonwealth Bank                | AA-           | 2 Months        | 30/Mar/21     | 0.24%         | 4,370,000.00        | 59.29%              |
| <b>TOTAL CBA INVESTMENTS</b>     |               |                 |               |               | <b>4,370,000.00</b> | <b>59.29%</b>       |
| Westpac                          | AA-           | 3 Months        | 29/Apr/21     | 0.19%         | 3,000,000.00        | 40.71%              |
| <b>TOTAL WESTPAC INVESTMENTS</b> |               |                 |               |               | <b>3,000,000.00</b> | <b>40.71%</b>       |
| <b>INVESTMENTS TOTAL</b>         |               |                 |               |               | <b>7,370,000.00</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> | Acting Manager Finance & Technology                      |
| <b>Reference:</b>    | <b>ITEM GOV27/21</b>                                     |
| <b>Subject:</b>      | <b>CAPITAL EXPENDITURE REPORT AS AT 28 FEBRUARY 2021</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 28 February 2021.**

#### **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 were 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. Council has also been successful in securing a number of new grants this year, and budgets for these have been added in the Quarterly Budget Reviews.

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

Our Governance No. 27 Cont...

- Australian Accounting Standards
- Office of Local Government Circulars

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

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Paul Della**  
**Acting Chief Corporate Officer**

|                               |                                                                                        |                |
|-------------------------------|----------------------------------------------------------------------------------------|----------------|
| Prepared by staff member:     | Jessica Wild                                                                           |                |
| Approved/Reviewed by Manager: | Paul Della, Acting Chief Corporate Officer                                             |                |
| Department:                   | Office of the Chief Corporate Officer                                                  |                |
| Attachments:                  | <b>1</b> Attachment 11 (Attachment Booklet 4) February 2021 Capital Expenditure Report | <b>3</b> Pages |

|                      |                                                              |
|----------------------|--------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                 |
| <b>Submitted by:</b> | Acting Manager Finance & Technology                          |
| <b>Reference:</b>    | <b>ITEM GOV28/21</b>                                         |
| <b>Subject:</b>      | <b>CHANGES TO PROPOSED BORROWINGS 2020-21 FINANCIAL YEAR</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>                                          | 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 to increase the level of proposed borrowings for the 2020-2021 Financial Year.

### OFFICER'S RECOMMENDATION:

#### That Council:

- (1) Approves an increase to the proposed borrowings for the 2020-2021 Financial Year from \$3,664,071 to a maximum of \$4,048,952. An increase of \$384,881.**
- (2) Approves a loan of \$4,048,952 for a fixed term of 20 years at the lowest interest rate of the three quotes being obtained (to be tabled at the meeting and subject to variation on the day the loan is effected).**
- (3) That Council's Proposed Borrowings Return be updated with the Office of Local Government.**

### BACKGROUND

The adopted Operational Plan and Budget allowed for borrowings totaling \$3,664,071 to fund capital expenditure which included:

|                        |             |                                                |
|------------------------|-------------|------------------------------------------------|
| Waste Capital Project  | \$1,509,869 | (Boonoo Boonoo and other waste infrastructure) |
| Transport Network      | \$1,814,202 | (Roads, Bridges and related infrastructure)    |
| Asset Management       | \$150,000   | (Depot Fuel Tank & WHS Initiatives)            |
| Information Technology | \$190,000   | (New Asset Management and Payroll Systems)     |

This was reported on Council's Proposed Borrowings return to the Office of Local Government.

### REPORT:

It is necessary to revise Councils proposed borrowings for 2020-2021 for two main reasons.

Our Governance No. 28 Cont...

The first is that the bulk of the work on Council's waste infrastructure is now likely to occur in 2021-2022 and therefore the loan of \$1,509,869 required for waste infrastructure can be removed for this Financial Year. (This will however become part of the 2021-2022 proposed borrowings.)

The second reason is that capital works that were expected to be funded by grants or other sources of income have not come to fruition and therefore additional borrowings are required. These works total \$1,894,750 and includes items such as:

- |                                                          |               |
|----------------------------------------------------------|---------------|
| • Council 50% contribution to Deepwater River Bridge     | \$600,050     |
| • Council 50% contribution to Kangaroo Creek Bridge      | \$608,700     |
| • Council contribution to Clarence River Bridge (Kyogle) | \$550,000 est |
| • IT Infrastructure                                      | \$115,000     |
| • Purchase of Land - Transport Network                   | \$21,000      |

The net impact of the above changes is an increase in borrowing required of \$384,881.

Council contacted three Financial Institutions to obtain indicative interest rates on a 20 year, fixed interest rate loan.

At the time of writing this report, these quotations have not been forthcoming and so these will be tabled at the meeting.

### **COUNCIL IMPLICATIONS:**

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

Council's original loan borrowings were incorporated into the draft Operational Plan and Budget for 2020/2021 that went out for public consultation prior to the adoption of the final Operational Plan and Budget for 2020/21 in June 2020.

No additional consultation is required.

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

- Council's borrowing is regulated by both the Local Government Act, Borrowing Guidelines issued by the Office of Local Government and Council's Borrowing Policy.

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

The impact on Council's finances of the additional \$384,881 in borrowing will be determined once quotations have been received.

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

All of the infrastructure funded by the loan amount is required to meet Council's Asset requirements.

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

Nil.

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

Nil.

Our Governance No. 28 Cont...

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Paul Della**  
**Acting Chief Corporate Officer**

|                               |                                            |
|-------------------------------|--------------------------------------------|
| Prepared by staff member:     | Jessica Wild                               |
| Approved/Reviewed by Manager: | Paul Della, Acting Chief Corporate Officer |
| Department:                   | Office of the Chief Corporate Officer      |
| Attachments:                  | There are no attachments for this report.  |



**(ITEM RC6/21) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC**

---

**REPORT BY:** Greg Sauer

The following items is attached for information:

- Delegates Report – February 2021

**RECOMMENDATION**

**That Council receive and note the Delegates Report for the Murray Darling Association Inc for February 2021.**

**ATTACHMENTS**

- 1** Murray Darling Association - Delegates Report February 2021 3 Pages

## MDA Delegate's Report for tabling at council February 2021



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 405, CEO's report, region meetings and the latest edition of the Basin Bulletin.



### Registrations for 2021 National Conference now open!

Join us in Wentworth for the Murray Darling Association's **77th National Conference and AGM from 16 - 19 May 2021.**

Following the adversity of droughts, fires and Covid-19 we know that the towns, regions and countries to emerge quickest and strongest are those with innovative, connected local leadership.

Themed Connectivity: Connecting Councils and Catchments, this exciting event will bring together leaders and decision makers from across the Murray-Darling Basin.

This hybrid event will provide a range of attendance options. Meeting in Wentworth will provide those rich opportunities to reconnect with each other, while full digital connectivity will ensure that all options are covered seamlessly in the event of a Covid-19 interruption.

**REGISTER TODAY:** [www.mda.asn.au](http://www.mda.asn.au)

### 1. MDA Board Meeting 405

The Murray Darling Association held its Ordinary Meeting of the Board Meeting 405 on Monday 21<sup>st</sup> of December 2020. The minutes are now available [here](#).

#### Key motions include:

##### Motion 6.2.2 Membership Fees 2021/2022

Motion: That

1. The fees for Membership to the MDA for the period 1 July 2021 to 30 June 2022 remain unchanged from 2020/21 period in recognition of financial hardship on rural communities due to COVID and to assist in the recovery of their economies.
2. Fees for the period 1 July 2021 to 30 June 2022 are set as follows  
Local Government entity \$0.305 cents per head of population, capped at \$6,681.82 (ex GST).  
Under this pricing, the cap benefits councils with a population exceeding 21,900

Non-local government entity \$350 (ex GST)

Individual \$90 (ex GST)

Life Member no fee

Membership fees for new members will be pro-rata, with an annual renewal date of 1 April.

*C Davies / J MacAllister*

*Carried*

**Motion 6.5: Deliverability Shortfall Risk and options for bypassing the Barmah Choke**

Motion: That the MDA write to the independent panel for the MDBA in specific reference to Managing Delivery Risks in the River Murray System seeking the following information:

- a) Details on all and any of the options being considered for restoring or bypassing the Barmah Choke
- b) Details of the proposed consultation process on all and any options
- c) Details of all and any of the works for which contracts are being currently developed as detailed in Figure 9 on page 23 of the [report](#).

*J MacAllister / B Thomas*

*Carried*

**2. CEO's Report**

*Welcome back to 2021.*

*On behalf of the team here, I am absolutely thrilled to officially launch the webpage and invite you to the **Murray Darling Association's 77th National Conference and AGM** to be held **16 - 19 May 2021** in **Wentworth, NSW**. To register for the event, please visit the conference registration website [here](#).*

*The Basin Community Leadership Program (BCLP) will also recommence Face to Face Workshops in a COVID-19-safe environment this March. Workshop details are as follows:*

- *Cunnamulla 29-30th March 2021*
- *Dirranbandi 31-1st April 2021*
- *St George 6-7th April 2021*
- *Collarenebri 8-9th April 2021*

*The MDA will work in partnership with each of these towns to support the community, boost the local economy and encourage trade in small businesses with the remainder of the workshops to be rolled out across the rest of the year in the same format.*

*The MDA has also been meeting with CSIRO to develop terms of reference for the MDA Local Government Science and Education Advisory Subcommittee. Discussions are also progressing with CSIRO and MDBA on developing the Basin Climate Ready Communities Program.*

**3. Region Meetings**

Region meetings are an important platform for Basin communities to collaborate and work together within and across their regions. The following is a list of recent and upcoming region meetings:

| Region    | Meeting Type     | Date             | Minutes        |
|-----------|------------------|------------------|----------------|
| Region 6  | Ordinary Meeting | 5 February 2021  | Available soon |
| Region 11 | Ordinary Meeting | 12 February 2021 | Available soon |
| Region 9  | Ordinary Meeting | 17 February 2021 | Available soon |
| Region 2  | Ordinary Meeting | 18 February 2021 | Available soon |
| Region 7  | Ordinary Meeting | 18 February 2021 | Available soon |
| Region 4  | Ordinary Meeting | 2 March 2021     | Available soon |
| Region 5  | Ordinary Meeting | 9 March 2021     | Available soon |
| Region 1  | Ordinary Meeting | 12 March 2021    | Available soon |

**4. Basin Bulletin Issue 41 & 42 – December 2020 & January 2021 Newsletter**

The MDA publishes the Basin Bulletin newsletter monthly. Recent newsletters (Issue 41 & 42) included the following stories:

- 2021 National Conference
- Updates on the latest Basin reports
- Summary of the latest Basin news
- The latest CEO report

Basin Bulletin Issue 41 can be accessed [here](#) and Issue 42 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 RC7/21) REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE  
LOCAL TRAFFIC COMMITTEE MEETING - 11 FEBRUARY 2021**

---

**REPORT BY:** Peter Petty, Chairperson

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 11 February 2021. Minutes of the Meeting are attached.

**RECOMMENDATION**

**That the report of the Tenterfield Shire Local Traffic Committee meeting of Thursday, 11 February 2021 be received and noted.**

**ATTACHMENTS**

**1** Minutes - Tenterfield Shire Local Traffic Committee 6 Pages

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 11 FEBRUARY 2021**



**MINUTES OF  
TENTERFIELD SHIRE LOCAL TRAFFIC  
COMMITTEE MEETING  
THURSDAY, 11 FEBRUARY 2021**

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion on Thursday, 11 February 2021 commencing at 10.12 am.

**ATTENDANCE**

Councillor Peter Petty (Mayor - TSC)  
Councillor Tom Peters (TSC)  
Councillor Gary Verri (TSC)  
Glen Lamb (Representative for The Hon. Janelle Saffin)  
Paul Caldwell (NSW Police)

**ALSO IN ATTENDANCE**

Fiona Keneally (TSC)  
James Paynter (TSC)  
Jess Gibbins (TSC Engineering Officer)  
Lib Melling (TSC)

**DISCLOSURE OF INTERESTS**

Nil.

**APOLOGIES:**

The Hon. Janelle Saffin, MP  
Greg Aitken (TfNSW)  
David Counsell (TSC)

**CONFIRMATION OF MINUTES**

Recommendation that the Minutes of the Tenterfield Shire Local Traffic Committee held 12 November 2020, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

*Moved – Glen Lamb. Seconded – Gary Verri. Carried.*

This is page 1 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 11 February 2021

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 11 FEBRUARY 2021**

**BUSINESS ARISING FROM PREVIOUS MINUTES**

**1. DISABLED PARKING. HIGH/ROUSE STREET, TENTERFIELD**

That Council staff finalise detail drawings for the disabled parking as discussed in High Street to be relocated closer to Rouse Street.

**ACTION:**

*Ongoing*

**2. LOADING ZONE REQUEST, ROUSE STREET/MANNERS STREETS, TENTERFIELD**

Loading zones have previously been reviewed with CBD parking and agreed that the need for additional loading zones in the CBD Main Street can be considered in conjunction with the need for car parking spaces.

**ACTION:**

The Council staff finalise detail drawings for the whole of the CBD in conjunction with the above issues.

**3. REQUEST FOR STREET SIGNS & ROAD MARKINGS IN LISTON**

TSC liaising with Parks & Gardens to get "Village Entry" statement concept quote together.

**ACTION:**

*TSC to send idea for "village entry" statement and quotation to TfNSW.*

**4. LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY)**

Still held up with at Essential Energy Designed.

**ACTION:**

*Ongoing*

**5. PROPOSED VILLAGE ENTRY SIGNS**

All village signs have been installed except Tenterfield and a damaged village sign.

**ACTION:**

*Ongoing.*

**6. DISABLED PARKING – FURTHER REQUEST DR MONDALS, AMCAL CHEMIST &  
MITRE 10 NEAR DR PILGRIMS**

Parking issues in the whole town, disabled parking; loading zones; doctor's surgeries were discussed, as it is a busy area in the town and on the New England Highway.

**ACTION:**

*TSC to continue with some improvements where approved. Preparing Tender for Professional Services – Consultant to undertake this work is to be included with Tender.*

**7. MOUNT LINDESAY ROAD/BOUNDARY ROAD/OLD BALLANDEAN ROAD  
INTERSECTION**

---

This is page 2 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on  
Thursday, 11 February 2021



**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 11 FEBRUARY 2021**

---

TSC Line marking to commence next week, using Thermoplast, which is, melted plastic, which is slightly audible. Parks & Gardens will assist with cutting of the long grass around the intersection and some tree clearing. Signage has arrived and will be installed. The Grant through Safer Roads Program – Heavy Vehicle/Round-About with Traffic Calming is still in process.

**ACTION:**

*In progress.*

**8. DRAKE PEDESTRIAN REFUGE, BRUXNER HIGHWAY**

**9. BUS BAY, BRUXNER HIGHWAY DRAKE**

TSC discussed with Greg Aitken (TfNSW) will be traveling to Drake next month to inspect these two areas and discuss, along with the beautification funding. Following that, a Community meeting will be arranged.

**ACTION**

*In progress.*

**10. NEW ENGLAND HIGHWAY/MARTIN STREET INTERSECTION**

*Council has written back to resident explaining that Council are investigating solutions.*

**ACTION:**

*TSC to meet with the landowner on-site to discuss solutions.*

**11. CYCLING CLUB FORMATION**

Council met with the group members, Police & Council on 19 November 2020. Proposed 12 routes sent to external "Auditor" for safety report. Club asked to provide additional information i.e. start and finish locations and mapping.

**ACTION:**

*Ongoing.*

**12. URBENVILLE - FOOTPATH**

No footpath in Urbenville from Museum up, residents use the street. TSC have received a "submission" on the lack of footpaths into the Pedestrian Access Mobility Plan (PAMP). Difficult for mobility scooters to navigate loose gravel on roadside.

**ACTION:**

*Ongoing.*

**13. LEGUME – REVIEW SPEED ZONE**

Suggested a "Village Statement" low garden bed may be required to establish a built up area for traffic to slow down. TfNSW suggested the use of 50km ahead sign with additional repeater signs. TSC are to provide TfNSW with video of the section.

**ACTION:**

*Ongoing.*

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This is page 3 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 11 February 2021



**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 11 FEBRUARY 2021**

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**14. ROUSE ST GARDEN BEDS**

Councillor Peters requested the Garden bed edges in Rouse Street be rounded off as they can cause damage to tyres etc on vehicles.

**ACTION:**

*TSC Parks & Gardens to investigate.*

**15. SILICA QUARRY/DEVELOPMENT**

Minor asphalt patching has been undertaken by TSC. Development Application not finalised.

**ACTION:**

*Shoulder stripping of grass and vegetation, reshaping of table drains and reinstatement of shoulder material to be scheduled in coming months. TSC to program rehabilitation (heavy patching work) of some of the failed areas over the next couple of financial years.*

**GENERAL BUSINESS**

**1. EVENT REQUEST – ANZAC DAY MARCH, TENTERFIELD– 25 APRIL 2021**

Event documentation was tabled for consideration. Dawn Service is the only event going ahead at this stage. Covid 19 Regulations may change in early March 2021, therefore allowing an ANZAC March to go ahead. Accredited TSC staff volunteers to undertake the traffic control. TSC trucks to be used as hostile vehicle mitigation. Normal "event" process should occur in line with NSW Police; TfNSW (TfNSW concurs if relevant insurances and approvals provided) and Covid 19 requirements met.

**RECOMMENDATION**

*That Council offers no objections to the temporary closure of roads such as Manners Street, Rouse Street and Molesworth Street in the Tenterfield CBD associated with the ANZAC Day ceremony 25 April 2021 subject to Police, TfNSW approval, traffic management plans and Covid 19 requirements being in place to control the event.*

***Carried Unanimously***

**2. EVENT REQUEST – ANZAC DAY MARCH, URBENVILLE – 25 APRIL 2021**

Event documentation was tabled for consideration. TSC to liaise with Kyogle Shire Council regarding preparation of Traffic Control Plan. Normal "event" process should occur in line with NSW Police; TfNSW (TfNSW concurs if relevant insurances and approvals provided) and Covid 19 requirements met.

**RECOMMENDATION:**

*That Council offers no objections to the temporary closure of roads such as Beaury Street, Tooloom Street and part of Clarence Way in Urbenville associated with the ANZAC Day ceremony 25 April 2021 subject to Police approval, traffic management plans and Covid 19 requirements being in place to control the event.*

***Carried Unanimously***

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This is page 4 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 11 February 2021

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 11 FEBRUARY 2021**

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**3. EVENT REQUEST – TRUE GRIT TENTERFIELD GRAVEL RIDE– 17 JULY 2021**

The Saddlers Mountain Bike Club Tenterfield Inc. event partly funded through TSC plan on using Kildare Road as main route. No plans to close Kildare Road. TSC prefer to have drink stations and first aid officers 5m off the road to ensure the safety of volunteers TSC and NSW Police to liaise with the event representatives to further discuss recommendations prior to event. Normal "event" process should occur in line with NSW Police and Covid 19 requirements met.

**RECOMMENDATION:**

*That Council offers no objections to the use of roads associated with the True Grit Tenterfield Gravel Ride subject to Police approval, traffic management plans and Covid 19 requirements being in place to control the event.*

***Carried Unanimously***

**4 KILLARNEY BIKE RIDE 2021**

This is the Killarney Bike Ride annual event, although this year it is being held on all private property. TSC still processing the Development Application associated with this event.

**ACTION:**

*For Information. TSC & NSW Police to liaise with Committee to ensure they comply with all licenses and expectations.*

**5 AUSTRALIAN MOTORCYCLIST ASSOCIATION LTD MOTORBIKE ENDURANCE RIDE - 1590 UPPER ROCKY RIVER ROAD, ROCKY RIVER 5-8 MARCH 2021**

This event's Development Application is currently being processed by TSC Planning Department. Feedback from event stakeholders was received through circulating the Application through the LEMC. The event organisers are hoping to have a series of three events approved on the one Development Application.

**ACTION:**

*For Information.*

**BUSINESS ARISING**

- Various operational matters were discussed and Council will investigate and provide remedial action as required.

**UPDATE OF TSC ROAD & BRIDGE WORKS**

- Both Emu Creek and Beaury Creek Bridges are at "Practical Completion" stage. Hand over proposed for 10.2.2021.
- 2.5km Paddy's Flat Road sealed
- Toooloom Road and further areas of Paddys Flat Road to be sealed by end of March 2021.
- 8.6km section ready for earthworks. Concrete box culverts, drainage and earthworks.
- Kooreelah Creek – Bridge maintenance through TfNSW. Meeting with TfNSW representatives next week.

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This is page 5 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 11 February 2021

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 11 FEBRUARY 2021**

- North Cullendore Road – widening and drainage next week.
- Stabilising near Rugby Farm.
- Pyes Creek Road– sealing
- Red Hill, Torrington Road and Racecourse Road – all sealed.
- Castlerag Road – sealed
- 4km Billirimba Road – being sealed.
- Bryan’s Gap Road and Millers Lane – sealing to commence February 2021
- Heavy patching near Thunderbolts Hideout Mount Lindesay Road
- Boonoo Bridge – Bridge contractors looking for local contractors for approaches. TSC to take on approach works.
- Cycleway on the Boonoo Boonoo Bridge was a request from National Parks along with the many cycling interests now in the area.
- Mole River Bridge over Tablelands Creek – major maintenance works.
- Patterson’s Road Bridge over Acacia – full Replacement.
- Boorook Road Bridge over Boorook Creek – full Replacement.
- Barlow’s Gate Road Bridge over Acacia Creek – full replacement shortly.  
Some discussion on the access arrangements for the two families on the other side of the bridge who work or attend school in Killarney. Bridge Engineer will communicate with them prior to the replacement. TSC suggests weekend works if suitable.  
**(ACTION:** Bridge Engineer to phone Glen Lamb (Representative for The Hon. Janelle Saffin)
- Other suggestions were to advise Emergency Services about the replacement of the Bridge at Barlow’s Gate Road.

**NEXT MEETING**

Next meeting to be held at 10am (NSW time) Thursday 8<sup>th</sup> April 2021

There being no further business the Chairperson declared the meeting closed at 11.07 am.

.....  
Mayor Peter Petty  
Councillor/Chairperson

**(ITEM RC8/21) REPORTS OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - 12 FEBRUARY 2021**

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**REPORT BY:** Peter Petty, Chairperson

A meeting of the Border Regional Organisation of Councils (BROC) was held at Inverell (hosted by Inverell Shire Council) on Friday, 12 February 2021.

Minutes of the Meeting are attached.

**RECOMMENDATION**

**That the report of the Border Regional Organisation of Councils (BROC) meeting Friday, 12 February 2021 be received and noted.**

**ATTACHMENTS**

**1** BROC Meeting Minutes - 12 February 2021 7 Pages

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



## MINUTES 12 February 2021 – Inverell (Inverell Shire Council)

|                   |                                                                                                                                                     |                                                                             |                          |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|--------------------------|
| <b>Venue:</b>     | Inverell Shire Council<br>Council Committee Room<br>144 Otho Street, Inverell                                                                       | <b>Date:</b>                                                                | Friday, 12 February 2021 |
| <b>Chair:</b>     | Mayor Peter Petty - Tenterfield                                                                                                                     | <b>Time:</b>                                                                | 10.02 am                 |
| <b>Attendees:</b> | CEO Matthew Magin                                                                                                                                   | Balonne Shire Council                                                       |                          |
|                   | Mayor Lawrence Springborg<br>Cr Rob Mackenzie                                                                                                       | Goondiwindi Regional Council                                                |                          |
|                   | Cr Frances Young                                                                                                                                    | Gwydir Shire Council                                                        |                          |
|                   | Cr Kate Dight<br>Cr Stewart Berryman<br>Ms Sharon Stafford                                                                                          | Inverell Shire Council                                                      |                          |
|                   | Mr Roland Heatley                                                                                                                                   | Moree Plains Shire Council                                                  |                          |
|                   | Cr Andrew Gale                                                                                                                                      | Southern Downs Regional Council                                             |                          |
|                   | Chair – Mayor Peter Petty<br>Cr Brian Murray<br>ACE Kylie Smith<br>Sec/Treasurer Noelene Hyde<br>Ms Christie Fitzpatrick<br>Deputy Mayor Greg Sauer | Tenterfield 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 Doering                                                                                                                                   | Dept Infrastructure, Transport,<br>Regional Development &<br>Communications |                          |
|                   | Mr Russell Stewart                                                                                                                                  | RDA Northern Inland                                                         |                          |
|                   | Ms Kym Murphy                                                                                                                                       | Dept Transport & Main Roads Qld<br>(via Zoom)                               |                          |
|                   | Ms Trudi Bartlett                                                                                                                                   | RDA Darling Downs & South West<br>(via Zoom)                                |                          |
|                   | Ms Bernadette Plummer                                                                                                                               | Dept Local Govt Racing &<br>Multicultural Affairs (via Zoom)                |                          |
|                   | Ms Stephanie Hogan                                                                                                                                  | Department of Water (via Zoom)                                              |                          |
|                   | CEO Emma Bradbury                                                                                                                                   | Murray Darling Association                                                  |                          |
|                   | Mayor Jamie Chaffey<br>Cr John Campbell                                                                                                             | Gunnedah Shire Council                                                      |                          |
| <b>File Ref:</b>  | G/21                                                                                                                                                |                                                                             |                          |

**1. Meeting Open:**

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                           |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
|           | <p>Inverell Mayor Paul Harmon opened the meeting welcoming all in attendance to Inverell. He asked attendees to have a look around Inverell, in particular the wonderful shopping precinct. He mentioned that Cross Border initiatives benefit all across the region.</p> <p>Chair Peter Petty thanked Mayor Harmon and introduced Tenterfield Deputy Mayor Greg Sauer and Ms Christie Fitzpatrick as observers to the day's proceedings.</p> <p>Mayor Harmon did not stay for the remainder of the meeting.</p>                                                                                          |                                                           |
| <b>2.</b> | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                           |
|           | Ms Ann Leahy MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Member for Warrego                                        |
|           | Ms Janelle Saffin MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Member for Lismore                                        |
|           | Mr James McTavish                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Cross Border Commissioner                                 |
|           | Mr Damon Meadows                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Southern Region – Local Govt Division (Qld)               |
|           | Mr Angus Witherby<br>Cr Stephen Ritchie                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Moree Plains Shire Council                                |
|           | Mayor Samantha O'toole                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Balonne Shire Council                                     |
|           | Mayor John Coulton                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Gwydir Shire Council                                      |
|           | Ms Sally Dickinson                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Murray Darling Basin Authority                            |
|           | Mr Andrew Langford                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Dept Agriculture & Fisheries                              |
|           | Ms Jo Tait                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Australian Rail Track Corporation                         |
|           | Heidi Roberts                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Department of Regional Development, Manufacturing & Water |
|           | Mayor John Ferguson<br>Mr Lew Rojahn<br>Ms Donna Hobbs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Bulloo Shire Council                                      |
|           | <b>Moved:</b> Gwydir that the apologies be accepted. <b>Seconded:</b> Goondiwindi<br><b>CARRIED</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                           |
| <b>3.</b> | <b>Minutes of Meeting – 13 November 2020</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                           |
| 3.1       | <b>Matters Arising from the Minutes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                           |
|           | <p><b>1. Request for General Conversation Regarding Water</b><br/>(referred to Items Listed for Business)</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                           |
|           | <p><b>2. Future Drought Fund Drought Resilience Research &amp; Adoption Program – Drought Resilience Adoption and Innovation Hubs (closing date of 23 December 2020 – no action taken)</b><br/>Chief Executive Officer Emma Bradbury – Murray Darling Association advised LG considered putting up a bid. MDA engaged – matched funding, established on a consortia in a very short time frame. Universities have done this. Partnership in a larger bid was the better way to go. MDA have carried this forward. Nick Tobin has been involved. Successful bids then be able to come back to Council.</p> |                                                           |
|           | <p><b>3. Waste to Energy – Terry Dodds (Tenterfield Chief Executive) has resigned his position at Tenterfield. Determine who will now lead this project.</b><br/>Chair Peter Petty proposed Angus Witherby from Moree Plains is the best person to lead this project. All agreed. BROC will contact Angus.</p>                                                                                                                                                                                                                                                                                            |                                                           |



|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <p><b>4. RDANI – Support for Migration</b><br/>(referred to Items Listed for Business)</p> <p><b>5. China Trade Issue</b> – will organise through Federal Member.</p> <p>Action: Cr Kate Dight to arrange and report back to next meeting. Any member wish to become involved.</p> <p><b>6. Goondiwindi Regional Council – Closure of Queensland/NSW Border</b></p> <p>Queensland Border Bubble – Goondiwindi Mayor Lawrence Springborg advised Agforce are fairly comfortable and are happy with the progress for an agriculture bubble. Support and encouragement from Dept Health. Need to ensure that the learnings are used in the future rather than reinventing.</p> <p>Chair Peter Petty noted E-Gates have worked very well as opposed to concrete barriers.</p> <p>Mayor Springborg advised he went straight to Chief of Health. Seeking recompense due to the cost of installation, pulling down and reinstating. Ongoing cost has been considerable due to vandalism, damage, etc.</p> <p>Katie Williams from Dept Premier &amp; Cabinet advised she is happy to act as liaison to ensure correct information.</p> |
|           | <p><b>Moved:</b> Inverell that the Minutes be accepted. <b>Seconded:</b> Southern Downs<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>4.</b> | <b>Correspondance</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>• Fixed Term Deposit – National Australia Bank</li> <li>• The Hon Michael McCormack MP – Deputy Prime Minister, Minister for Infrastructure, Transport &amp; Regional Development – Bulloo Shire Council’s proposal to progressively seal Warri Gate Road.</li> <li>• The Hon Adam Marshall, Minister for Agriculture &amp; Western NSW – Exclusion Fencing.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|           | <p><b>Moved:</b> Balonne that the inwards correspondence be received and noted.<br/> <b>Seconded:</b> Goondiwindi<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4.2       | <p><b>Outwards:</b><br/>         Nil.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 4.3       | <p><b>Matters arising from Correspondence</b></p> <p><b>The Hon Michael McCormack MP – Deputy Prime Minister, Minister for Infrastructure, Transport &amp; Regional Development – Bulloo Shire Council’s proposal to progressively seal Warri Gate Road.</b></p> <p>The Hon Michael McCormack MP states in his letter from November 2020 that the Bulloo Shire Council will receive funding of \$848,921 and over \$11.3million to the nine other Councils of the Border Regional Organisation of Councils to</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
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|                                               | <p>help them invest in improving their local road network.<br/> <b>The Hon Adam Marshall, Minister for Agriculture &amp; Western NSW – Exclusion Fencing.</b><br/>                 Chair Peter Petty noted that while exclusion fencing is very good in QLD it is not happening in NSW. Cr Petty to pursue with the Minister for Local Government.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| <b>5.</b>                                     | <b>Financial Report as at 10 November 2020</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| 5.1                                           | <p><b>Transactions since last meeting:<br/>                 National Australia Bank – 69-022-2187</b></p> <table border="1"> <tr> <td>Opening Balance as at 11 November 2020</td> <td><b>\$11,480.88</b></td> </tr> <tr> <td>Cheque 000045 (Auditor costs)</td> <td>247.50</td> </tr> <tr> <td>Membership – Gwydir Shire Council</td> <td>\$ 500.00</td> </tr> <tr> <td>Membership – Southern Downs Regional Council</td> <td>\$ 500.00</td> </tr> <tr> <td>Membership – Inverell Shire Council</td> <td>\$ 500.00</td> </tr> <tr> <td>Interest</td> <td>0.29</td> </tr> <tr> <td>Membership – Goondiwindi Regional Council</td> <td>\$ 500.00</td> </tr> <tr> <td>Membership – Tenterfield Shire Council</td> <td>\$ 500.00</td> </tr> <tr> <td>Membership – Walgett Shire Council</td> <td>\$ 500.00</td> </tr> <tr> <td>Balance as at 8 January 2021</td> <td><b>\$14,233.67</b></td> </tr> </table> <p><b>National Australia Bank – Term Deposit 42-388-8697</b></p> <table border="1"> <tr> <td>Lodged 27 December 2020 for 12 months @ 0.50%</td> <td><b>\$10,484.16</b></td> </tr> <tr> <td>Maturity Date – 27 December 2021</td> <td></td> </tr> </table> <p><b>Warwick Credit Union – 400379187</b></p> <table border="1"> <tr> <td>Closing Balance 31 January 2021</td> <td><b>\$ - 0.07</b></td> </tr> </table> <p><b>Warwick Credit Union – Fixed Term Deposit 100005924</b></p> <table border="1"> <tr> <td>Opening Balance as at 31 December 2020</td> <td><b>\$ 11,328.78</b></td> </tr> <tr> <td>Interest Paid 0.75%</td> <td>\$ 21.37</td> </tr> <tr> <td>Reinvested 22 January 2021 @ 0.7%</td> <td><b>\$ 11,350.15</b></td> </tr> <tr> <td>Maturity Date – 22 April 2021</td> <td></td> </tr> </table> | Opening Balance as at 11 November 2020 | <b>\$11,480.88</b> | Cheque 000045 (Auditor costs) | 247.50 | Membership – Gwydir Shire Council | \$ 500.00 | Membership – Southern Downs Regional Council | \$ 500.00 | Membership – Inverell Shire Council | \$ 500.00 | Interest | 0.29 | Membership – Goondiwindi Regional Council | \$ 500.00 | Membership – Tenterfield Shire Council | \$ 500.00 | Membership – Walgett Shire Council | \$ 500.00 | Balance as at 8 January 2021 | <b>\$14,233.67</b> | Lodged 27 December 2020 for 12 months @ 0.50% | <b>\$10,484.16</b> | Maturity Date – 27 December 2021 |  | Closing Balance 31 January 2021 | <b>\$ - 0.07</b> | Opening Balance as at 31 December 2020 | <b>\$ 11,328.78</b> | Interest Paid 0.75% | \$ 21.37 | Reinvested 22 January 2021 @ 0.7% | <b>\$ 11,350.15</b> | Maturity Date – 22 April 2021 |  |
| Opening Balance as at 11 November 2020        | <b>\$11,480.88</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Cheque 000045 (Auditor costs)                 | 247.50                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Membership – Gwydir Shire Council             | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Membership – Southern Downs Regional Council  | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Membership – Inverell Shire Council           | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Interest                                      | 0.29                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Membership – Goondiwindi Regional Council     | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Membership – Tenterfield Shire Council        | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Membership – Walgett Shire Council            | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Balance as at 8 January 2021                  | <b>\$14,233.67</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Lodged 27 December 2020 for 12 months @ 0.50% | <b>\$10,484.16</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Maturity Date – 27 December 2021              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Closing Balance 31 January 2021               | <b>\$ - 0.07</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Opening Balance as at 31 December 2020        | <b>\$ 11,328.78</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Interest Paid 0.75%                           | \$ 21.37                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Reinvested 22 January 2021 @ 0.7%             | <b>\$ 11,350.15</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| Maturity Date – 22 April 2021                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
|                                               | <p><b>Moved:</b> Inverell that the Financial Report be accepted.<br/> <b>Seconded:</b> Balonne</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| 5.2                                           | <b>Matters arising from Financial Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
| <b>6.</b>                                     | <b>Guest Speakers</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |
|                                               | <p><b>10.30 am – Mr Andrew Macdonald – Bindaree Beef</b><br/>                 Current state of the beef industry and the future outlook for the meat processing industry.</p> <p>Bindaree Beef have been in business for 40 years, and this year have celebrated 25 years in Inverell. They were the founding supplier to Aldi and currently supply 51% of beef on the eastern side of Australia. Bindaree Beef also supplies to China (big market). One of their largest Chinese customers is the high end</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                        |                    |                               |        |                                   |           |                                              |           |                                     |           |          |      |                                           |           |                                        |           |                                    |           |                              |                    |                                               |                    |                                  |  |                                 |                  |                                        |                     |                     |          |                                   |                     |                               |  |



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|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <p>Hot Pot Restaurant chain – Haidilao.</p> <p>Australian beef producers are reliant on export markets. Australia produces only 4% of global beef but accounts for around 17% of world trade, and has consistently been one of the top three global exporters for several decades. Food price inflation is about to reach record prices. Protein shortage. Due to African Swine Fever, China is 20 million tonnes of protein short.</p> <p>Corn prices – China imported 6 million tonne of corn. Have banned use of swill so grain is needed.</p> <p>Australia is a high cost producer of beef in the grass fed beef industry. Australia needs to increase grain fed production.</p> <p>Australian suppliers need to maintain China access licence for beef. 8 Plants have already lost their access licence and if Australia losses Beef Access Cattle prices will fall by 50%.</p> <p>Currency devaluation has a massive effect.</p> <ul style="list-style-type: none"> <li>• Australia’s cattle and Beef industry operates in a high cost environment.</li> <li>• Put simply we cannot compete with South American Beef Exports and Prices. Particularly when currencies are not in our favour.</li> <li>• We have to operate in a premium space. This effectively means Grainfed, or Wagyu or Natural.</li> <li>• I expect there will be 2 Million cattle on feed within the next 15 years.</li> </ul> <p><b>Emma Bradbury &amp; Cr John Campbell – Region 11 Murray Darling Association Inc.</b></p> <p><i>Gunnedah Shire Council Mayor Jamie Chaffey &amp; Cr John Campbell entered the meeting.</i></p> <p>Local knowledge contributes to National solutions!</p> <p>Work on solutions that Governments can take forward with confidence.</p> <p>The MDA has been meeting with CSIRO to develop terms of reference for the MDA Local Government Science and Education Advisory Subcommittee.</p> <p>Discussions are also progressing with CSIRO, MDBA and Basin Governments on developing the Basin Climate Ready Communities Program.</p> <p>Ms Bradbury reminded the group the Murray Darling Associations’ 77<sup>th</sup> National Conference and AGM will be held in Wentworth, NSW 16-19 May 2021.</p> <p>Action List - Coffey Scheme – action on this and Emma will report back.<br/>         Basin Communities Leadership Program – 15 Workshops in Cunnamulla, Dirranbandi, St George and Collarenebri from 29 March to 9 April.</p> |
|           | <p><i>The Meeting adjourned for morning tea, the time being 11.35 am.</i></p> <p><i>The Meeting reconvened at 11.50am.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| <b>7.</b> | <b>Items Listed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

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|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7.1 | <p><b>Balonne Shire Council – Request for general conversation regarding water</b><br/>         Invitations have been extended to WaterNSW &amp; Department of Water Queensland. Representatives will be attending via Zoom.</p> <p>Chief Executive Officer Matthew Magin suggested the need to get the State Government speaking to each other. May need a separate forum.</p> <p><b>Stephanie Hogan – Dept Water QLD</b><br/>         Bulk water infrastructure projects. SDRC – looking at feasibility of pipeline from Toowoomba to SDRC to service Stanthorpe. Looking at economic growth scenarios. \$3m has been allocated – very early stages – letting them know the opportunity is there.</p> <p>Emma would like to have collaborative discussion with Steph.</p> <p>Goondiwindi Mayor Lawrence Springborg advised ?????? Water Alliance is inviting additional NSW councils to attend if they wish. Critically important that councils work together.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 7.2 | <p><b>RDANI – Support for Migration – Mr Russell Stewart (RDANI Chair)</b><br/>         Request for member Councils to provide information on the Federal Government’s list of Skills in Demand so that it will more reflect the needs of our region (list in Minutes).</p> <p><i>Russell seeking support from other Councils for information. Federal Govt looks to local govt for information. Please provide information. Medical and education are the prime issues in regional areas.</i></p> <p><i>Nursing staff is a huge problem. Need to offer school based traineeships.</i></p> <p><i>Russell will provide dates for invitations to the shearing schools.</i></p> <p><i>Congratulations to Russell on reappointment.</i></p> <p><b>Building Better Regions Fund</b><br/> <i>Will be competitive and over subscribed. If you need support, RDANI will assist but needs the projects.</i></p> <p><i>Need quality employers employing quality youth in regional and ensuring they stay there.</i></p> <p><i>General invitation for any BROC members to attend Chairs meetings.</i></p> <p><b>Trudi – update on what’s happening in Qld</b><br/> <i>Need more consistent collaboration in State and regional areas.</i><br/> <i>Open water mapping project (no pubic maps available) still trying to get funds to resource this.</i><br/> <i>Regional dr’s committee – doing some work with State funding.</i><br/> <i>Needs \$150,000 – desk top analysis, and 2 other steps. USQ have been asked to include border areas. Will try again to obtain from cross border commissioner’s funding.</i></p> |

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|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|            | <p><i>PP – Letter of support and will make contact with James McTavish.</i></p> <p><i>Keen to promote state water forum. Trudi will discuss with Russell re RDA hosting.</i></p> <p>Council's to showcase what they are doing regarding water recycling.<br/> Information attached from Tenterfield Shire Council.<br/> <i>Moree – 100% sewer water is recycled to golf club, citrus farm (take 1giglitre). Villages do not have enough volume to consider recycling.</i><br/> <i>Moree population is declining and with the new projects may add population. Problems with NRAR getting additional water.</i></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>8.</b>  | <b>General Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>8.1</b> | <p><b>Signatories for BROC Accounts</b><br/> As a result of resignations of Tenterfield Shire Council Chief Executive Terry Dodds and Executive Assistant &amp; Media Noelene Hyde (BROC Secretary/Treasurer), a determination and resolution was made to update the resolution from Annual General Meeting of 9 November 2018 below:<br/> <b>Moved:</b> <i>That the signatories for all bank accounts be Cr Peter Petty, Terry Dodds and Noelene Hyde.</i></p> <p>Minutes showing the new signatories will need to be presented to Warwick Credit Union and NAB.</p> <p><b>Moved:</b> Goondiwindi that Terry Dodds and Noelene Hyde be removed as signatories from all bank accounts.<br/> <b>Seconded:</b> Balonne</p> <p style="text-align: right;"><b>CARRIED</b></p> <p>Chair Peter Petty proposed Cr Dight from Inverell become a signatory as Inverell will be taking over as Chair and Treasurer/Secretary in November. Also that Christie Fitzpatrick become a signatory as she will be taking over BROC duties upon Noelene Hyde's retirement.</p> <p><b>Moved:</b> Goondiwindi that the signatories for all bank accounts be Cr Peter Petty, Cr Kate Dight and Christie Fitzpatrick.<br/> <b>Seconded:</b> Balonne</p> <p style="text-align: right;"><b>CARRIED</b></p> |
| <b>8.2</b> | <p><b>Paroo Shire Council – Request for BROC Membership</b><br/> Balonne Chief Executive Officer Matthew Magin received confirmation Paroo Shire Council wishes to join BROC.</p> <p><b>Moved:</b> <i>Balonne that Paroo Shire Council be accepted as members of BROC and an invoice for membership be raised.</i><br/> <b>Seconded:</b> Goondiwindi</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|            | <p><b>Meeting Closed</b><br/> The Meeting closed at 1.15 pm.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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**(ITEM RC9/21) REPORTS OF COMMITTEES & DELEGATES - COUNTRY MAYORS' ASSOCIATION OF NSW - 5 MARCH 2021**

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**REPORT BY:** Peter Petty

A General Meeting of the Country Mayors' Association was held in Sydney on Friday, 5 March 2021 and attended by Mayor Peter Petty. Minutes of the Meeting are attached.

**RECOMMENDATION**

**That the report from the Country Mayors' Association of NSW General Meeting of Friday, 5 March 2021 be received and noted.**

**ATTACHMENTS**

- |                                                                                               |            |
|-----------------------------------------------------------------------------------------------|------------|
| <b>1</b> Minutes of Meeting                                                                   | 5<br>Pages |
| <b>2</b> Information re FAGS - Cr Mulholland, Mayor Kyogle Shire Council                      | 2<br>Pages |
| <b>3</b> Local Government NSW Update to Country Mayors' Association Meeting<br>- 5 March 2021 | 7<br>Pages |



# Country Mayors Association of NEW SOUTH WALES

**Chairperson:** Cr Ken Keith OAM  
PO Box 337 Parkes NSW 2870  
02 6861 2333  
ABN 92 803 490 533

## MINUTES

### GENERAL MEETING

FRIDAY, 5 MARCH 2021 CLUB YORK, SYDNEY

The meeting opened at 9.04 a.m.

#### 1. ATTENDANCE:

Albury City Council, Cr Kevin Mack, Mayor  
Armidale Regional Council, Mr James Roncon, General Manager  
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor  
Bellingen Shire Council, Cr Dominic King, Mayor  
Bland Shire Council, Cr Brian Monaghan, Mayor  
Bland Shire Council, Mr Ray Smith, General Manager  
Blayney Shire Council, Cr Scott Ferguson, Mayor  
Broken Hill City Council, Cr Darriea Turley, Mayor  
Broken Hill City Council, Mr Jay Nankivell, Acting General Manager  
Cabonne Shire Council, Cr Kevin Beatty, Mayor  
Cabonne Shire Council, Mr Brad Burns, General Manager  
Coolamon Shire Council, Cr Bruce Hutcheon, Deputy Mayor  
Coolamon Shire Council, Mr Tony Donoghue, General Manager  
Cootamundra-Gundagai Regional Council, Cr Abb McAlister  
Cootamundra-Gundagai Regional Council, Mr Phil McMurray, General Manager  
Dubbo Regional Council, Cr Ben Shields, Mayor  
Dubbo Regional Council, Mr Michael McMahon, CEO  
Dungog Shire Council, Cr John Connors, Mayor  
Dungog Shire Council, Mr Gareth Curtis, General Manager  
Forbes Shire Council, Cr Jenny Webb, Deputy Mayor  
Forbes Shire Council, Mr Steve Loane, General Manager  
Glen Innes Shire Council, Cr Carol Sparkes, Mayor  
Goulburn Mulwaree Council, Cr Bob Kirk, Mayor  
Goulburn Mulwaree Council, Mr Warrick Bennett, General Manager  
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor  
Gunnedah Shire Council, Mr Eric Growth, General Manager  
Gwydir Shire Council, Cr John Coulton, Mayor  
Gwydir Shire Council, Mr Max Eastcott, General Manager  
Hilltops Council, Cr Brian Ingram, Mayor  
Kempsey Shire Council, Cr Liz Campbell, Mayor  
Kempsey Shire Council, Mr Craig Milburn, General Manager

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Kiama Municipal Council, Cr Mark Honey, Mayor  
Kiama Municipal Council, Ms Jessica Rippon, Acting General Manager  
Kyogle Council, Cr Danielle Mulholland, Mayor  
Lachlan Shire Council, Cr John Metcalf, Mayor  
Lachlan Shire Council, Mr Greg Tory, General Manager  
Leeton Shire Council, Cr Paul Maytom, Mayor  
Leeton Shire Council, Ms Jackie Kruger, General Manager  
Lithgow City Council, Cr Ray Thompson, Mayor  
Lithgow City Council, Mr Craig Butler, General Manager  
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor  
Liverpool Plains Shire Council, Ms Joanna Sangster, General Manager  
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor  
Moree Plains Shire Council, Cr Katrina Humphries, Mayor  
Moree Plains Shire Council, Mr Lester Rodgers, General Manager  
Narrabri Shire Council, Cr Ron Campbell, Mayor  
Narrabri Shire Council, Mr Stewart Todd, General Manager  
Narromine Shire Council, Cr Craig Davies, Mayor  
Narromine Shire Council, Ms Jane Redden, General Manager  
Oberon Council, Cr Kathy Sajowitz, Mayor  
Oberon Council, Mr Gary Wallace, General Manager  
Orange City Council, Cr Reg Kidd, Mayor  
Parkes Shire Council, Cr Ken Keith, Mayor  
Port Stephens Council, Cr Ryan Palmer, Mayor  
Port Stephens Council, Mr Wayne Wallace, General Manager  
Queanbeyan-Palerang Regional Council, Mr Tim Overall, Mayor  
Singleton Council, Cr Sue Moore, Mayor  
Snowy Valleys Council, Cr James Hayes, Mayor  
Temora Shire Council, Cr Rick Firman, Mayor  
Temora Shire Council, Mr Gary Lavelle, General Manager  
Tenterfield Shire Council, Cr Peter Petty, Mayor  
Upper Lachlan Shire Council, Cr John Stafford, Mayor  
Uralla Shire Council, Cr Michael Pearce, Mayor  
Uralla Shire Council, Ms Kate Jessep, General Manager  
Walcha Council, Cr Eric Noakes, Mayor  
Walcha Council, Mr Chris Weber, Acting General Manager  
Warren Shire Council, Cr Milton Quigley, Mayor  
Warren Shire Council, Mr Stephen Glenn, General Manager  
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor  
Yass Valley Council, Cr Rowena Abbey, Mayor  
LGNSW, Cr Linda Scott, President  
LGNSW, Mr Scott Phillips, CEO

**APOLOGIES:**

As submitted

**SPECIAL GUESTS:**

Hon Brad Hazzard MP, Minister for Health and Medical Research  
Mr David Salisbury, Executive Manager Engineering and Mr Geoff Burgess, Head  
of Strategic Council Partnerships, Essential Energy

**2. Welcome**

Chairman Cr Ken Keith welcomed Cr John Medcalf OAM, Mayor and Mr Greg Troy, General Manager, Lachlan Shire Council and Mr Don Murray from the former Premiers team to the meeting

**3. ADOPTION OF MINUTES OF PREVIOUS MEETING:**

RESOLVED that the minutes of the General Meeting held on 6 November 2020 be accepted as a true and accurate record (Tenterfield Shire Council / Kyogle Council).

**4. Matters Arising from the Minutes**

The Road Classification Review final report is due in July 2021 and Country Mayors needs to follow up at that time

**5. Membership**

RESOLVED that Lachlan Shire Council be admitted as a member of the Association (Forbes Shire Council / Broken Hill City Council)

**6. CORRESPONDENCE**

Outward

(a) Insurance Council of Australia, requesting its members to extend the 12 month period of rental assistance to those residents who have lost their primary dwelling

(b) The Hon David Littleproud MP, Minister for Agriculture, Drought and Emergency Management, asking that the Commonwealth extend rental relief to bushfire affected individuals and families who lost their primary dwelling

(c) The Hon Dr Annabelle Bennett AC SC, Commissioner of the Royal Commission National Natural Disaster Arrangements, regarding the development of emergency management structures, for the future management of natural disasters

(d) The Secretariat of the Electoral Districts Redistribution Panel, requesting that they distinguish between the needs of metropolitan and country electorates when making decisions regarding electoral boundaries

(e) Cr Robert Mustow, Mayor, Richmond Valley Council, advising that Richmond Valley has been admitted as a member of the Association

(f) The Hon Scott Morrison MP, Prime Minister of Australia, requesting that Local Government be represented on the National Cabinet with membership from ALGA

(g) Mr Peter Duncan AM, Independent Panel for the Road Classification Review and Transfer, thanking for his presentation to the 6 November meeting

(h) The Hon Melinda Pavey MP, Minister for Water, Property and Housing, requesting that in respect to essential water security infrastructure such as dams that consideration be given by the State Government to providing respite from NSW Government costs

(i) The Hon Shelley Hancock MP, requesting that when considering the recommendations of the IPART Review that recommendation 34 regarding mining rates not be adopted

(j) The Hon Mick Veitch MLC, Shadow Minister for Industry and Trade, Rural Roads, Rural Affairs and Western Sydney, thanking him for his presentation to the 6 November meeting

(k) Ms Mary O'Kane, NSW Independent Bushfire Inquiry, thanking her for her presentation to the 6 November meeting

(l)The Hon Keith Pitt MP, Minister for Resources, Water and Northern Australia, requesting improved engagement and involvement for projects to be funded under the National Water Infrastructure

NOTED

**7. FINANCIAL REPORT**

RESOLVED That the financial reports for the last quarter were tabled and accepted (Kyogle Council / Coolamon Shire Council)

**8. LGNSW Update Cr Linda Scott, President**

The update outlined Advocacy Wins December 2020 to February 2021, Work Undertaken and Opportunities for Collaboration (Copy Attached)

**9. Issues of Importance to Country Mayors**

The Chairman outlined the process of each items responsibility for implementation he had undertaken with LGNSW which was reviewed by the Executive Committee on Thursday 4 March 2021. A number of implementation alterations had been made which will be conveyed to LGNSW. It is recommended that the areas to receive immediate attention by Country Mayors be Water Security, Access to Health Services and Financial Assistance Grants and Country Mayors will endeavor to invite guest speakers relating to those areas to future meetings

RESOLVED That the Executive Committee continue with the agreed process (Orange City Council / Moree Plains Shire Council)

**10. Financial Assistance Grants**

RESOLVED That the Country Mayors;

1. Call on the Federal Minister for Regional Health, Regional Communications and Local Government the Hon Mark Coulton MP, to repeal Part 1 Sec 6 2b of the Local Government Financial Assistance Act 1995 to avoid the mandatory minimum per capita grant amount, as per the resolution passed at the Australian Local Government Associations National General Assembly in 2019.

2. Call on LGNSW and ALGA to review their policy positions on the Federal Governments Financial Assistance Grants to reflect the resolution passed at the ALGA 2019 National General Assembly and remove the pre-requisite of additional FAGs funding for any changes in the formula at present.

3. Call on the NSW Local Government Grants Commission to do everything within its power to ensure that no Council receives less than their 2020 FAGs allocation in the future, and that there be transitional arrangements put in place to ensure that the FAGs are distributed in accordance with the principles of horizontal fiscal equalisation as outlined in the Local Government Financial Assistance Act, should the Australian Government make the proposed changes to remove the minimum per capita grant amount. (Kyogle Council / Moree Plains Shire Council)

**11. Solar Farms**

Solar Farms and their affect on agricultural land was discussed

**12. Town Planning Zones**

The State Government proposes to reduce Town Planning zones to three and the criteria will not be released until June



13. **Forced Amalgamations**  
The fact that a number of councils want to de-amalgamate was noted but councils need to wait for a review to be able to put their case
14. **Relocating COVID Isolation to Rural Areas**  
RESOLVED That Country Mayors oppose the establishment of COVID quarantine accommodation in rural areas (Dubbo Regional Council / Moree Plains Shire Council)
14. **Future Meetings of Country Mayors Association**  
RESOLVED That CMA General Meetings commence at 8.30am and conclude at 1.00pm, that guest speakers at General Meetings be limited to two, that additional time be allocated for General Business items, that the President of LGNSW be allocated time at each meeting for updates, and that General Business items be submitted by members in advance with the Chairman having the discretion to accept motions from the floor in an emergency (Tenterfield Shire Council / Kyogle Council)
15. **Hon Brad Hazzard MP, Minister for Health and Medical Research**  
The last twelve months have been grueling with severe restrictions. The State is trying to strike a balance between Regions and the City during a 100 year event. Shutdowns or limitation of movement in areas were required and overall the NSW community has respected the concerns and interests. Dealing with the other States in border areas has been stressful to some. The number of General Practitioners has dropped by 15% in regional areas in Australia as doctors do not want to work 24/7 as they want a balance in life and they need to be able to talk medically with others. The State has introduced generalist programs for generalist rural doctors and the additional money allocated to regional hospitals has attracted specialists. An additional \$121million has been allocated for ambulance stations and \$100 million for better ambulance facilities. Another 8,300 staff across the system are being employed. More is being done through virtual health which saves appointments for minor matters.
16. **Increases in RFS Contributions and Emergency Services Levy**  
RESOLVED that Country Mayors calls on the State Government to work with Country Mayors and LGNSW to develop and implement an Emergency Services Levy (Blayney Shire Council / Cabonne Shire Council)
16. **Mr David Salisbury, Executive Manager Engineering and Mr Geoff Burgess, Head of Strategic Council Partnerships, Essential Energy**  
Essential Energy covers 86 Local Government areas and is regulated by the Australian Regulator which sets distribution charges. A major challenge is a contestable service. If Essential Energy is unable to provide a service another provider is appointed and that provider has to be supplied with design services etc. Essential Energy is working strategically with Councils regarding energy needs and subdivisions. Renewal Energy Zones have been established to plan for when coal mines close and other energy sources need to be found. During the bushfires Essential Energy lost 3,200 poles and they are trying to transition from timber poles to composite poles but unfortunately at the present time there are few providers

There being no further business the meeting closed at 12.55pm.

\* Advice received from Minister Coulston's office that 1% position of our peak bodies want, won't happen. ALGA's call for FAGS to be tied to one per cent of Commonwealth tax revenue isn't going to happen. FAGs have not been tied to Commonwealth taxation revenue since 1986. The Federal government has no plans to tie FAGs funding to Commonwealth tax revenue as they see this as increasing the volatility of the payments received by local governments. And that is a direct quote from Minister Coulston's letter dated 16 December of last year. Speaking of direct quotes, I'd like to provide you with another from Minister Coulton - Local governments have a critical responsibility to deliver vital services and ensure quality of life for their communities in good times and bad. The Australian Government will continue its support for local governments under the Financial Assistance Grant program. With all respect to Linda's advice, that cuts may be made to FAGS, with country councils heavily relying on these grants, without them, many of us will simply go into administration. It's not sustainable. For example - if you look at FAGS as a % of your rates revenue, for Sydney Council it is 2%, for Gunnedah Shire Council it is 25% and for Kyogle Council, it is 63% of our rates revenue.

\* Further to ALGA, at the 2019 conference we passed a resolution to remove the minimum per capita payment.

\* Original reason for legislation - the intent of the act was to provide funding for disadvantaged councils who lack the capacity to deliver the services they are supposed to deliver. I refer you to the second reading of the bill when it was introduced to Parliament in 1985.

\* This is something we all need to get on board with. As Country Mayors, it is our Councils that are the most disadvantaged, who meet the specified criteria of the intent of the Act and will benefit the most from this minor change to the legislation. This amendment will provide the state government with more flexibility in the distribution of the funds, particularly in terms of directing the funding to those councils who need it most.

Sent from my iPad

Cr Danielle Mulholland | Mayor  
P: | M: 0438 931 425

|                                                                      | <b>Kyogle Council</b> | <b>Gunnedah Shire Council</b> | <b>Sydney City Council</b> |
|----------------------------------------------------------------------|-----------------------|-------------------------------|----------------------------|
| Population                                                           | 8,940                 | 12,681                        | 208,374                    |
| Revenue from Rates and Annual Charges (2018/19)                      | \$6.9 million         | \$18,770 million              | \$307.2 million            |
| FAGs (2018/19)                                                       | \$4.35 million        | \$4,741 million               | \$6.2 million              |
| FAGs as a percentage of rates income                                 | 63%                   | 25%                           | 2%                         |
| Household median income (per week)                                   | \$832                 | \$1,253                       | \$1,629                    |
| Average rates per person per year                                    | \$772                 | \$1,480                       | \$1,474                    |
| Rates as a percentage of weekly household income                     | 93%                   | 118%                          | 90%                        |
| Rates as a percentage of weekly household income <b>without FAGs</b> | 151%                  | 147%                          | 92%                        |
| <b>Difference</b>                                                    | <b>58%</b>            | <b>29%</b>                    | <b>2%</b>                  |



## Country Mayors Meeting 5 March 2021

### Local Government NSW update

This report seeks to brief the Country Mayors on the work of LGNSW since the last meeting and indicate opportunities for further collaboration where they might exist.

#### Lilliane Brady

It was with great sorrow that local government recently marked the passing of Cobar Mayor Lilliane Brady OAM – NSW's longest-serving female mayor, and a councillor with an unwavering commitment to the community she loved. Her advocacy on behalf of her community was legendary and continued right until her death, as she sought a new hospital, better infrastructure, and a fairer return of mining royalties. We welcomed the State Government agreeing to a State Funeral, and I was grateful to join many councillors, dignitaries, and community members from across NSW in Cobar on 19 February to mourn her passing and celebrate her magnificent life.

#### ADVOCACY WINS (December 2020 – February 2021)

- **Training for women in local government** – LGNSW welcomes the \$50,000 in NSW Government funding to the Australian Local Government Women's Association (ALGWA) to provide training that will equip more women to run for council, in line with our calls for government at all levels to better reflect the communities they represent. ALGWA's membership includes many experienced NSW councillors, including LGNSW board members, and this funding will support workshops in regional and metropolitan areas.
- **Dine & Discover NSW Voucher Scheme** - following LGNSW advocacy, the NSW Government has confirmed that council-run venues will be eligible to participate in the Dine and Discover NSW voucher scheme, which will provide each NSW resident aged 18 and over with four \$25 vouchers. Two of the four vouchers can be used for entertainment and recreation at cultural institutions, live music, and arts venues. With councils running so many of NSW's theatres, galleries and arts and cultural venues, this is terrific news for councils and their communities and will support artists, performers, and creatives across the state.
- **24-Hour Economy Commissioner** - this is a great outcome after a great deal of hard advocacy work by LGNSW and the NTECC, established in late 2016 by LGNSW and a range of Sydney councils. With everyone in our sector focused on rebuilding local economies in the wake of 2020's drought, bushfires and pandemic, it's especially terrific to get a win in this area – and LGNSW is committed to continuing our advocacy to extend the benefits to regional NSW as part of our push to support a locally led recovery.
- **Remanufacture NSW** – the NSW Government has committed \$35 million in funding to match Commonwealth and industry to support waste and recycling improvements, especially outcomes that see waste turned into re-usable product. This is in line with our Save Our Recycling Campaign.
- **Waste management funding** – the NSW EPA also announced a \$4 million investment to keep household and general waste out of landfill and reduce greenhouse gas emissions. The money will go to commercial waste operators for R & D into alternative waste treatments. The Federal Government also announced a further \$4 million *Stop Food Waste Australia*, an initiative that will bring together the brightest minds in supply chain management, food waste NGOs and all tiers of government to tackle the problem.
- **Crown Land** – the NSW Government will provide a record \$51.7 million from its Crown Reserves Improvement Fund (CRIF) to maintain and upgrade Crown reserves and support about 345 projects across NSW and this year's stimulus boost will more than double the number of projects to 705.
- **Building Better Regions Round 5** - applications are now open for local communities across regional Australia for the fifth round (\$200 million) of the successful Building Better Regions Fund (BBRF).
- **Term of County Council Chairs** - the term of County Council Chairs will be changed to be on par with mayors, in line with our 2018 Conference resolution from Riverina Water County Council. Subsequently, the LG Minister wrote to County Councils on 13 January 2021 advising the NSW Government would address this matter in an amendment to the Act.
- **Campaign to encourage more Aboriginal and Torres Strait Islander people to run for council** - a plan to launch a campaign to encourage more Aboriginal and Torres Strait Islander people to run for council at next





year's council elections, in addition to the campaign to attract more women, following representations from LGNSW, Reconciliation NSW and the Local Government Aboriginal Network.

#### **LGNSW WORK UNDERTAKEN**

##### ***Rates reform***

LGNSW has been meeting with the NSW Government, opposition and cross bench on the Local Government Amendment (Rates) Bill 2021. There are a range of amendments that we'd like to see as part of the Bill to ensure it provides greater rating flexibility for councils, helps councils deliver more equitable and efficient rating outcomes to their communities, facilitates rate harmonisation for the 17 amalgamated councils and relieves councils from the cost pressures of the Emergency Services Levy by decoupling the ESL from the rate peg. LGNSW also continues to oppose any changes to mining rates arrangements.

##### ***Remote meetings extension***

In March last year the NSW Parliament passed the COVID-19 Legislation Amendment Bill 2020 which temporarily allow councils to meet remotely. This temporary amendment is due to expire on 25 March 2021 and the NSW Government is currently undertaking a review to assess if it should be extended or maintained permanently.

At the 2020 LGNSW annual conference in November, councils resolved to call on the NSW Government to amend the Model Code of Meeting practice for councils in NSW to permit attendance and participation of councillors at council and committee meetings by audio-visual link. LGNSW has written and discussed with the Minister, urging the Government to make these remote meeting provisions permanent.

##### ***Road Maintenance Council Contracts and Regional Roads Transfer and Road Classification Review***

I recently met with Minister Toole to reiterate the importance of RMCCs to councils across NSW and seek assurances that RMCCs will continue to be retained by councils and that all other general road maintenance works also be offered to councils in the first instance. We know that over many years, councils have demonstrated the ability to deliver these types of road works efficiently and effectively. We also discussed the road classification review and the need to ensure that councils will be better off financially at the conclusion of the review and transfer process.

##### ***Dividing Fences Amendment Bill***

I recently met with Robert Borsak and Michael Banasiak from the Shooters, Fishers and Farmers Party to reaffirm our opposition to their proposed Dividing Fences Amendment Bill. If this Bill were to pass Parliament, councils would become liable to pay for dividing fencing work along road corridors, reserves and parks and this would result in a significant unfunded financial exposure for councils.

##### ***Rural, regional and remote health inquiry***

LGNSW has made a [draft submission](#) to the Parliamentary inquiry into health outcomes and access to health and hospital services in rural, regional and remote New South Wales.

LGNSW received feedback from more than 20 councils in developing this submission, building on positions supported by councils across NSW through resolutions of the LGNSW Annual Conference.

Our submission highlights multiple examples of the tireless work of councils in supporting the health and wellbeing of their communities when state and federal governments do not meet their healthcare responsibilities.

LGNSW's submission includes 22 recommendations and notes the need for the NSW Government to involve local government in finding locally relevant solutions to improving the provision of medical services in rural, regional and remote NSW, and calls for urgent action from the NSW and Australian Governments to adequately and fairly fund the provision of healthcare across NSW. Hearings are expected to take place in the coming months.

##### ***Local Land Service Bill Inquiry***

The Local Land Services Amendment (Miscellaneous) Bill ('LLS Bill') was introduced to Parliament in mid October 2020 as "an Act to amend the Local Land Services Act 2013 in relation to native vegetation land management, allowable activities, private native forestry and core koala habitats; and for other purposes". There was no public consultation or consultation with local government preceding the Bill's introduction. The Bill was passed by the Legislative Assembly on 21 October.



LGNSW wrote to key MPs, MLCs and cross-benchers expressing our concerns with the lack of consultation and the Bill's contents, seeking a delay in the Bill's progression. On 19 November 2020 the Bill was referred to Upper House Portfolio Committee 7 for inquiry and report. Public feedback was sought by 5 February 2021, and LGNSW lodged a submission. Hearings are expected to occur in late March 2021.

LGNSW's submission outlines that the Bill pre-empts the outcomes and recommendations of a number of key reviews undertaken in recent years that should inform changes to both the Koala SEPP and any required amendments to the LLS Act 2013, and therefore is not supported in its current form. LGNSW notes that the development of a revised Koala SEPP needs to be comprehensive, based on scientific evidence and be consistent with the findings of the 2019 NSW Upper House inquiry into koalas and koala habitat, 2019 findings of the NSW Audit Office, the independent review of the land management framework conducted by the Natural Resources Commission in 2019 and the Private Native Forestry Review.

#### **Registration of Engineers**

LGNSW made a [submission](#) on building regulation reforms in January 2021 which contains three recommendations in relation to the registration or professional engineers. LGNSW has indicated in principle support for the registration of professional engineers but is advocating a phased transition and a range of options to ensure councils have flexibility to attract, retain and share the employment of engineering professionals. The new legislation will commence in July 2021. LGNSW consulted councils and JOs for input to this submission.

#### **Infrastructure Contributions System Review**

In 2020, two reviews of the infrastructure contributions system were undertaken:

1. The Department of Planning, Industry and Environment (DPIE) exhibited proposed changes to five specific aspects of infrastructure contributions; and
2. The NSW Productivity Commissioner undertook a comprehensive review of the infrastructure contributions system, delivering its final report to NSW Government in December 2020.

LGNSW made [submissions](#) to both these reviews. One of LGNSW's recommendations to the Productivity Commissioner was to increase the current s. 7.12 contributions levy of 1%. LGNSW welcomed the Productivity Commissioner's recommendation to increase baseline s7.12 charges to 3%. LGNSW wrote to the Minister for Planning and Public Places in December in response to the Productivity Commissioner's final report, and we are anticipating the government's response to the report in coming weeks.

#### **Research and Innovation Fund**

The Research and Innovation Fund supports new areas of research, policy development and innovation for the advancement of local government in NSW.

For Round 3 of the Fund, LGNSW has partnered with the Department of Planning, Industry and Environment to allocate a total of \$52,350 in seed funding for applied research that drives innovation in the transition to net zero emissions. LGNSW member councils, Regional Organisations of Councils and Joint Organisations were eligible to apply for this funding to support applied research projects that will help drive actions to transition to net zero emissions and meet NSW's emission reduction targets. Three (3) projects from Bathurst Regional Council, Campbelltown City Council and Lake Macquarie City Council were awarded in December 2020.

Further information is available on the Innovation page of [LGNSW's website](#).

#### **OPPORTUNITIES FOR COLLABORATION**

##### **Local Water Utilities and Water Policy**

LGNSW has now formed a Local Water Utility and Water Policy network with JO Executive Officers. The network facilitates information sharing and provides a conduit for council and JO input into LGNSW policy and advocacy. For more information contact Shaun McBride ([shaun.mcbride@lgnsw.org.au](mailto:shaun.mcbride@lgnsw.org.au)) or Sanjiv Sathiah ([sanjiv.sathiah@lgnsw.org.au](mailto:sanjiv.sathiah@lgnsw.org.au)).

LGNSW supports the position of the CMA on the Government providing respite from NSW Government imposed costs. For example, LGNSW has made representations to the Minister and Department strongly objecting to the imposition of a Dam Safety Levy on councils.



LGNSW also agrees that it is critical that councils are closely engaged in State and Federal Government infrastructure investment programs. Consultation with councils is particularly important with investment in water security.

***Emergency Management Funding and Reform***

LGNSW fully supports the CMA's call for the extension of rental support for those who lost their primary dwelling to bushfire. It is evident that a great many people who lost their homes to the fires are still displaced.

LGNSW has responded to the Royal Commission National Natural Disaster Arrangements supporting the key recommendations, particularly in relation to supporting local government and the development of emergency management structures, for the future management of natural disasters.

The 2020 LGNSW Annual Conference adopted a resolution that Local Government NSW advocates to the NSW Government, specifically Resilience NSW to transfer responsibility for emergency management (from local government) to the NSW Government.

***Significant Increases in RFS Contributions***

LGNSW recognises the seriousness of the problem with the ESL and it remains one of our top advocacy priorities and we have ramped up our advocacy on this issue over the past year. While LGNSW appreciates the \$33 million provided by the State Government to partially offset the ESL increases for the 2020/21 financial year, this temporary relief does not address the fundamental problem of the ever-escalating ESL burden on councils, particularly rural and regional councils with small rate bases and a large RFS component.

LGNSW has long advocated that the ESL on both councils and insurance policies be replaced by a broad-based property tax, as is the case in other States. As part of the rate reform bill we are calling on the Government to relieve councils from the cost pressures of the ESL by decoupling the ESL from the rate peg. We have also called on the Auditor General to conduct a performance review of the financial impacts of the ESL on councils.

***Electoral Districts Redistribution***

Resolution 20 of the 2020 LGNSW Annual Conference calls for the NSW Government to undertake a formal review of the electoral district redistribution process in NSW, seeking to ensure that regional/rural areas west of the Great Dividing Range are represented adequately into the future.

LGNSW has written to the Special Minister of State, the Hon. Don Harwin MLC on this matter. LGNSW is also updating its [Policy Platform](#) to reflect this and other resolutions of the 2020 Annual Conference. The revised Policy Platform is scheduled to be considered by the LGNSW Board at its April 2021 meeting.

***Financial Assistance Grants***

LGNSW's current policy position is that the Federal Government increase Financial Assistance Grants (FAGs) funding to 1% of Commonwealth tax revenue, prior to any changes to the formula. This was reaffirmed by resolution of the 2020 LGNSW Annual Conference. A further resolution at the 2021 Annual Conference would be required to change this policy position.

***Agricultural Land Use Strategy Discussion Paper***

The recently appointed NSW Agriculture Commissioner (and Department of Primary Industries) is consulting on an agricultural land use strategy (largely around land use conflict, right to farm etc). LGNSW and councils have participated in a series of webinars in February 2021. LGNSW made 7 recommendations in a preliminary submission on an Issues Paper in September 2020 and is consulting councils for input to a further submission due in late February. To provide input please contact Susy Cenedese ([Susy.Cenedese@lgnsw.org.au](mailto:Susy.Cenedese@lgnsw.org.au)) or Jane Partridge ([Jane.Partridge@lgnsw.org.au](mailto:Jane.Partridge@lgnsw.org.au)).

***Waste & resource recovery***

LGNSW continues to advocate for reinvestment of the waste levy to fund regional waste planning and infrastructure, education and support for procurement, as outlined in the [Save Our Recycling campaign](#). LGNSW is part of the EPA's Local Government Advisory Group (along with reps from JOs and councils), which has been consulted on elements of the Government's upcoming 20-year waste strategy. A draft strategy is anticipated to be released for consultation in March/April.



The next meeting of LGAG is on 19 March, and LGNSW will work more closely with other local government representatives to represent the sector's concerns and communicate back to the sector on LGAG's discussions (which go beyond waste and across all aspects of EPA activities). To provide feedback please contact Susy Cenedese ([Susy.Cenedese@lgnsw.org.au](mailto:Susy.Cenedese@lgnsw.org.au)).

***LG representation on the National Cabinet***

LGNSW, ALGA and our interstate Associations continue to advocate for a seat at the National Cabinet. We are receiving great support so far from a range of councils and other stakeholders across the state and country and welcome any additional support that Country Mayors and their councils can offer.

***Industrial Relations***

The new Local Government (State) Award 2020 was made by consent for a three year term and commenced operation on the first pay period to commence on after 1 July 2020. The Award variations included an agreement to commence a thorough review of a range of adverse working and conditions related allowances during the term of the Award and consultation with members in this regard will commence shortly.

***LGNSW Destination and Visitor Economy Conference in Port Macquarie***

Plans are now underway for the LGNSW Destination and Visitor Economy Conference, formerly known as the LGNSW Tourism Conference. The conference will be co-hosted by Port Macquarie-Hastings Regional Council and we are pleased to announce a new and exciting program with many changes based on feedback from previous attendees and stakeholders. Registration will open in early March and accommodation options and travel information will shortly be available on our website.

LGNSW have a number of rooms blocked for the conference and has arranged special rates at Sails Resort so we encourage you to book as soon as possible so as not to miss out.

Where: Sails Resort, Port Macquarie

When: 26-28 May 2021

For further information, email the [LGNSW Events Team](#) or call 02 9242 4000

***LGNSW Water Management Conference 2021***

After 2020's Water Management Conference went online due to covid-19, LGNSW worked closely with Narrabri Shire Council to secure new dates and remain with them for 2021. The program is in a draft form with speaker call for presentation proposals open until 26 February, 2021.

The conference and dinner will be held at The Crossing Theatre in Narrabri. Accommodation throughout hotels and motels within the town will be utilised and are currently posted on the LGNSW website. LGNSW have all rooms booked at The Adelong Motel for speakers and staff.

Registration will open early May.

Where: The Crossing Theatre, Narrabri

When: 7-9 July 2021

For further information, email the [LGNSW Events Team](#) or call 02 9242 4000





**Submissions (December 2020 – February 2021)**

| <b>Topic</b>                                                                                                                            | <b>Submitted to</b>                                                                          | <b>Date</b>   |
|-----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|---------------|
| <a href="#">Right to Repair Inquiry</a>                                                                                                 | Productivity Commission                                                                      | February 2021 |
| <a href="#">Local Land Services Amendment (Miscellaneous) Bill Inquiry</a>                                                              | Parliament of NSW                                                                            | February 2021 |
| <a href="#">Rapid Assessment Framework</a>                                                                                              | Department of Planning, Industry and Environment                                             | February 2021 |
| <a href="#">Design and Building Practitioners Regulation 2020</a>                                                                       | NSW Department of Customer Service                                                           | January 2021  |
| <a href="#">Draft Local Character Clause and Overlay</a>                                                                                | Department of Planning, Industry and Environment                                             | January 2021  |
| <a href="#">Children's Guardian Amendment Bill</a>                                                                                      | Office of the Children's Guardian                                                            | January 2021  |
| <a href="#">Parliamentary inquiry into health outcomes and access to health and hospital services in rural, regional and remote NSW</a> | Draft submission to the Parliamentary Inquiry Portfolio Committee No.2 - Health              | December 2020 |
| <a href="#">Inquiry on Climate Change Bills 2020</a>                                                                                    | Draft submission to the House of Representatives, Standing Committee, Environment and Energy | December 2020 |
| <a href="#">Review of the Education SEPP</a>                                                                                            | Draft submission to Department of Planning Industry and Environment                          | December 2020 |
| <a href="#">Review of the Infrastructure SEPP – health services facilities</a>                                                          | Draft submission to Department of Planning Industry and Environment                          | December 2020 |
| <a href="#">Dendrobium Extension Project</a>                                                                                            | Submission to the Independent Planning Commission NSW                                        | December 2020 |
| <a href="#">Draft Social Impact Assessment Guideline for State Significant Projects (PDF, 207KB)</a>                                    | Draft submission to the Department of Planning, Industry and Environment                     | December 2020 |

All LGNSW submissions are available on the LGNSW website at <https://www.lgnsw.org.au/>.



## **Local Government Management Solutions – New Service Offerings**

### **1. Workplace Analytics: Finance and Economic Metrics**

Local Government Management Solutions' (LGMS') suite of workplace analytics which includes council staff and general manager remuneration and HR metrics has been expanded to offer an additional two data sets; finance and economic metrics.

### **2. Service Level Reviews**

LGMS has investigated opportunities to expand its executive management services to include offering members a 'service level review' service. LGMS is now able to offer a series of interactive online 'service review' workshops in order to reduce delivery costs to councils and make the training as accessible as possible.

### **3. Remote Skills Service**

Many members, particularly rural and regional councils at times find it difficult to attract specialised skills to their organisation. This creates additional workloads on existing staff which in turn can create burn out and low staff morale, and potentially lower or compromised service levels for local communities.

To link organisations in need with employees possessing specialist skills, LGMS will be offering a service recruiting a number of highly qualified technical and professional persons to provide short-term services to members during the times when internal resources or suitable skills are not available. These industry professionals work predominantly from the metropolitan region or large regional centres where the skills are readily available.

### **4. Careers at Council website**

Careers at Council is a website designed to attract, inform and connect candidates to jobs in local government. After launching 12 months ago, Careers at Council now features the jobs of 127 councils nationally (24% of all councils), including 52 in NSW, 6 subscriber councils in the NT, Qld and WA and all SA councils. Jobs from LGNSW Management Solutions and LGAQ's Peak Services are also advertised on Careers at Council. The website also promotes sector employment opportunities to retiring veterans.

For more information on these services visit the [LGMS webpage](#).

|                      |                                                 |
|----------------------|-------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>            |
| <b>Submitted by:</b> | Administration & Web Assistant                  |
| <b>Reference:</b>    | <b>ITEM RES2/21</b>                             |
| <b>Subject:</b>      | <b>COUNCIL RESOLUTION REGISTER - MARCH 2021</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 March 2021.**

**Kylie Smith**  
Acting Chief Executive

|                               |                                                                                |          |
|-------------------------------|--------------------------------------------------------------------------------|----------|
| Prepared by staff member:     | Christie Fitzpatrick                                                           |          |
| Approved/Reviewed by Manager: | Kylie Smith, Acting Chief Executive                                            |          |
| Department:                   | Office of the Chief Executive                                                  |          |
| Attachments:                  | <b>1</b> Attachment 12 (Attachment Booklet 4) - Resolution Register March 2021 | 39 Pages |