



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

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 27 OCTOBER 2021**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Koreelah Room, Tenterfield Shire Council Chambers on Wednesday, 27 October 2021 commencing at 9.34 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 Gary Verri

### **ALSO IN ATTENDANCE**

Chief Executive (Daryl Buckingham)  
Executive Assistant & Media (Elizabeth Melling)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)

### **ATTENDANCE VIA ZOOM**

Councillor Michael Petrie  
Councillor Bob Rogan

*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.*

A handwritten signature in black ink, appearing to read 'Peter Petty', is written over the bottom right portion of the page. The signature is fluid and cursive.

## 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

#### **182/21 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. Greg Sauer	Non Pecuniary	COM23/21 Community Contribution/Donations 2021/2022 Financial Year
Cr. Peter Petty	Non Pecuniary Significant – Non Pecuniary	COM23/21 Community Contribution/Donations 2021/2022 Financial Year
Cr. Bronwyn Petrie	Non Pecuniary	COM23/21 Community Contribution/Donations 2021/2022 Financial Year

(Gary Verri/Tom Peters)

**Motion Carried**



**(ITEM MIN22/21) CONFIRMATION OF PREVIOUS MINUTES**

**183/21 Resolved**

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

- Ordinary Council Meeting – 22 September 2021

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

(Donald Forbes/Tom Peters)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

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

Nil.

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

Nil.

**MAYOR MINUTE**

Nil.

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

That:-

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

**PROCEDURAL MOTION**

**184/21 Resolved** that ITEM ECO19/21 be considered in the Confidential Section of the meeting.

(Greg Sauer/Brian Murray)

**Motion Carried**

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

**(ITEM COM23/21) COMMUNITY CONTRIBUTIONS/DONATIONS - 2021/2022 FINANCIAL YEAR**

**SUMMARY**



The purpose of this report is to advise Council of the applications received requesting financial support through Council's Community Donations/Contributions Policy and for Council to adopt the donations for the 2021/2022 financial year.

**185/21** **Resolved** that Council adopt the individual allocation of community contributions / donations to a total of \$45,000, as detailed below.

No.	Organisation	Project	Amount \$
1	Drake Primary School	Presentation Night	150.00
2	Jennings Public School	Presentation Night	150.00
3	Mingoola Public School	Presentation Night	150.00
4	St Joseph's Convent Schools	Presentation Night	150.00
5	Sir Henry Parkes Memorial Primary School	Presentation Night	150.00
6	Tenterfield High School	Presentation Night	150.00
7	Urbenville Public School	Presentation Night	150.00
8	Woodenbong Public School	Presentation Night	150.00
9	TAFE	Presentation Night	150.00
10	Drake Primary School	Learn to Swim – contribution to transport	550.00
11	Urbenville Public School	Learn to Swim – contribution to transport	550.00
12	Westpac Helicopter Rescue Service	Helicopter Rescue Service – Annual Contribution	2,000.00
13	Tabulam SES	Upper Clarence Art Exhibition	500.00
14	Liston Hall Committee	Annual contribution to assist with operating costs	500.00
15	Bolivia Hall Committee	Annual contribution to assist with operating costs	500.00
16	Legume Hall Committee	Annual contribution to assist with operating costs	500.00
17	Drake Hall Committee	Annual contribution to assist with operating costs	500.00
18	Urbenville Hall Committee	Annual contribution to assist with operating costs	500.00
19	Steinbrook Hall Committee	Annual contribution to assist with operating costs	500.00
20	Sunnyside Hall Committee	Annual contribution to assist with operating costs	500.00
21	Mingoola Hall Committee	Annual contribution to assist with operating costs	500.00
22	Torrington Hall Committee	Annual contribution to assist with operating costs	500.00
23	Tenterfield Highlander Pipe Band	Annual contribution to assist with operating costs	500.00
		Sub-Total	\$9,050.00

No.	Organisation	Project	Amount Sought \$	Recommended Amount \$	Comment
24	SSAA Tenterfield	Contribution towards purchase of Huskvana	\$4,000.00	\$1,000.00	Target Group - Youth



		TS242 TXDX 42in Cut Mower			
25	Tenterfield Showground Trust	Contribution towards purchase of a 22,500L Water Tank for installation at the Tenterfield Showgrounds	\$2,495.00	\$1,000.00	Target Group - Community
26	Tenterfield Show Society Inc	Contribution towards purchase of a Hanging System to display restored photographs	\$1,738.88	\$800.00	Target Group - Community
27	PROBUS Club of Tenterfield	Contribution towards coach hire for social outings	\$2,000.00	\$0	Targeted other project
28	Seniors Week Committee	Contribution to the cost of funding Seniors Week activities	\$3,000.00	\$3,000.00	Target Group - Aged
29	Bolivia Progress Association Inc.	Contribution to the cost of installing a concrete slab at the base of the disabled ramp	\$5,350.00	\$1,350.00	Target Group - Community
30	Country Women's Association of NSW - Tenterfield Evening Branch	Contribution towards the cost of luncheon to celebrate 100 year anniversary of Country Women's Association of NSW	\$1,000.00	\$500.00	Support for events
31	Rotary Club of Tenterfield & Lions Club of Tenterfield	Contribution towards the cost of running the annual Christmas Carnival	\$800.00	\$800.00	Support for events
32	Liston Hall Committee Inc	Contribution towards repairs to coldroom and purchase of Bowls mats	\$3,457.50	\$1,000.00	Target Group - Community
33	Mingoola Hall Management Committee Inc	Contribution towards building bookshelves for the Library in Mingoola Hall	\$3,950.00	\$1,000.00	Target Group - Community
34	Urbenville Progress Association Inc.	Contribution towards the annual running costs of a small bus with wheelchair hoist	\$5,000.00	\$2,500.00	Target Group - Community & Aged
35	Steinbrook Progress Association	Contribution towards earthworks to beautify and address OH & S issues to both access way and new forecourt at Steinbrook Hall and finishing the accessway to negate erosion at Steinbrook Hall	\$5,500.00	\$2,000.00	Target Group - Community
36	Tenterfield Chamber of Tourism, Industry & Business	Contribution towards the Tenterfield True Shop Local Campaign	\$4,000.00	\$0	Does not fit policy criteria
37	Tenterfield Autumn Festival Inc.	Contribution towards the cost of running the	\$3,000.00	\$1,000.00	Support events

		2022 Tenterfield Autumn Festival			
38	Tenterfield Show Society Inc.	Contribution towards the cost of providing children's entertainment at the 2022 Tenterfield Show	\$4,000.00	\$1,000.00	Target Group Youth
39	Tenterfield Community College Inc.	Contribution towards the purchase of 1 roll of wadding to make quilts	\$1,000.00	\$500.00	Target Group - Community
40	Tenterfield Horticultural Society Inc	Contribution towards erecting a brass plaque at the base of a maple tree to be planted in Bruxner Park to commemorate the Horticultural Society's 90th Anniversary	\$200.00	\$200.00	Target Group - Community
41	The Oracles of the Bush Inc	Contribution toward providing prize money for the annual amateur performance and written poetry competitions	\$3,000.00	\$2,000.00	Support for events
42	Torrington Memorial Hall	Contribution towards the purchase of an 11KVA generator to run the hall in case of emergency	\$4,000.00	\$0	Targeted other project
43	Tenterfield District Cricket Association	Contribution towards the repair of the TDCA mechanical roller	\$1,736.57	\$1,000.00	Target Group - Youth
44	Tenterfield Veterans Golf Association	Contribution toward the Tenterfield Veteran's Golf Association's Autumn Festival of Golf Event	\$3,000.00	\$1,500.00	Target Group - Community & Aged
45	Tenterfield Show Society Poultry Club	Contribution toward the repair of stumps under the poultry pavilion	\$2,000.00	\$1,200.00	Target Group - Community
46	Tenterfield High School	Contribution toward funding student rewards	\$1,000.00	\$0	Schools not eligible - funding available
47	Tenterfield RSL Sub Branch	Contribution toward the production and installation of interpretive panels for two Artillery guns mounted in front of the Memorial Hall	\$1,500.00	\$1,500.00	Target Group - Community
48	Tenterfield Benevolent Society	Contribution toward the development of Story Tree - an on-line Puppetry & Stage Craft learning resource	\$4,000.00	\$1,000.00	Target Group - Youth
49	Torrington Memorial Hall	Contribution towards replacement of the fire doors at the Hall	\$3,400.00	\$2,000.00	Target Group - Community
50	Tenterfield Rugby League	Contribution toward replacement of a lighting pole	\$3,558.40	\$2,000.00	Target Group - Community



51	Legume Progress Association Inc	Contribution toward erection of a Legume Hall sign as a beautification project	\$1,000.00	\$1,000.00	Target Group – Community
52	Legume Progress Association Inc	Contribution toward the purchase and installation of six commercial wall mounted fans	\$3,410.00	\$0	Property Maintenance Issue
53	Tenterfield and District Community FM Radio Association Inc.	Contribution toward replacing ageing equipment and upgrading software	\$8,768.97	\$1,000.00	Target Group – Community
54	The Saddlers Mountain Bike Club Tenterfield	Contribution toward the purchase of 2 way radios, GPS Emergency Locator Beacon and a Remote/High Risk First Aid Kit and In kind support from Council to provide and erect safety/cyclists road signs and waiving of permit fees for monthly club rides	\$1,500.00	\$1,000.00	Target Group – Community
55	Tenterfield Men's Shed	Contribution towards the purchase of a difibrillator and renewal of registration of water trailers	\$2,081.00	\$2,081.00	Target Group – Community & Aged
56	Jubullum	Contribution towards purchase of materials to complete Skate Park	\$9,920.00	\$0	No Quote, no financials provided – Target Grants
		Sub Total	\$104,366.32	\$34,931.00	
		Sub Total	\$9,950.00	\$9,950.00	
		TOTAL	\$114,316.32	\$44,881.00	

(Gary Verri/Brian Murray)

**Motion Carried**

**(ITEM COM24/21) 2022 AUSTRALIA DAY AWARDS**

**SUMMARY**

The purpose of this report is for Council to endorse arrangements for judging of Australia Day Awards as per Council's Australia Day Awards & Citizenship Ceremonies Policy (attached) and outline recommended arrangements for the 2022 Australia Day event.

**186/21 Resolved** that Council approves:



- (1) The calling of nominations for 2022 Australia Day Awards in the following categories:
- Citizen of the Year;
  - Young Citizen of the Year;
  - Sportsperson of the Year;
  - Emergency Services Volunteer of the Year or Group;
  - Community Event of the Year.
- (2) That nominations for the 2022 Australia Day Awards open Thursday, 4 November 2021 and close at COB on Friday, 10 December 2021.
- (3) That judging by the Australia Day Selection Panel be undertaken in the Koreelah Room, at 2.00 pm on Thursday, 13 January 2022.

(Bronwyn Petrie/Donald Forbes)

**Motion Carried**

*Property Specialist, Neville Coonan, entered the meeting, the time being 9.44 am.*

**(ITEM COM25/21) LEASING OF COUNCIL OWNED PROPERTY**

**SUMMARY**

The purpose of this report is to present an opportunity for BackTrack Works (BackTrack) to establish a Youth Hub facility on Council owned land that is currently occupied by NSWRFSS under a Service Agreement. NSWRFSS have provided written support for BackTrack to establish the facility within the NSWRFSS compound at 50 Francis Street, Tenterfield described as Lot 1 Section 37 DP 758959.

*It is noted that the address of the property has been referred to as 3 Francis Street in the past including in the Service Agreement which is incorrect. The correct address is 50 Francis Street, Tenterfield*

**OFFICER'S RECOMMENDATION:**

That Council:

- (1) Acknowledges that Council entered into a "Service Agreement" with NSWRFSS which was executed in December 2011. The Agreement provides NSWRFSS a Licence to enter and use the premises at 50 Francis Street, Tenterfield.
- (2) Notes the written concurrence provided by NSWRFSS for the proposed Leasing or Licensing of part of 50 Francis Street, Tenterfield (Lot 1 Section 37 DP 758959 - within the NSWRFSS compound) to BackTrack for a term of up to 5 years for the purpose of a Youth Hub and that NSWRFSS agree to share the toilet and associated facilities with BackTrack for the term of the Lease or Licence.





- (3) Delegate authority to the Chief Executive to enter into a new License over part of Lot 1 Section 37 DP 758959 (within the NSWRFs compound) for a 5-year term, subject to the summarized terms and conditions included in the Report.
- (4) Authorises the Licence to be signed under the Seal of Council by the Mayor and Chief Executive.

### **LOST AMENDMENT**

That Council defer ITEM COM25/21 be deferred until an onsite inspection with the Captain of the Steinbrook Brigade and the Acting Manager Rural Fire Service – Glenn Byrnes.

(Bronwyn Petrie/John Macnish)

### **Amendment Lost**

### **187/21 Resolved that Council:**

- (1) Acknowledges that Council entered into a "Service Agreement" with NSWRFs which was executed in December 2011. The Agreement provides NSWRFs a Licence to enter and use the premises at 50 Francis Street, Tenterfield.
- (2) Notes the written concurrence provided by NSWRFs for the proposed Leasing or Licensing of part of 50 Francis Street, Tenterfield (Lot 1 Section 37 DP 758959 to BackTrack for a term of up to 5 years for the purpose of a Youth Hub and that NSWRFs agree to share the toilet and associated facilities with BackTrack for the term of the Lease or Licence.
- (3) Delegate authority to the Chief Executive to enter into a new License over part of Lot 1 Section 37 DP 758959 for a 5-year term, subject to the summarized terms and conditions included in the Report.
- (4) Authorises the Licence to be signed under the Seal of Council by the Mayor and Chief Executive.

(Gary Verri/Bronwyn Petrie)

### **Motion Carried**

*Property Specialist, Neville Coonan, left the meeting, the time being 10.34 am.*

### **OUR ECONOMY**

### **(ITEM ECO15/21) SUPPLY OF QUARRY MATERIALS FOR MISCELLANEOUS WORKS TENDER RFT 02-21/22**

### **SUMMARY**

The purpose of this Report is to provide Council with a Report and Recommendation on the Tender Evaluation associated with the Supply of Quarry Materials for Miscellaneous Works RFT 02-21/22

**187/21** **Resolved** that Council accept all submitted tenders as a panel of preferred suppliers for the Supply of Quarry Materials for Miscellaneous Works

(Brian Murray/Greg Sauer)

**Motion Carried**

*Manager Asset & Program Planning, David Counsell, entered the meeting via Zoom, the time being 10.36am.*

**(ITEM ECO16/21) ENGINEERING POLICIES - REDUNDANT**

**SUMMARY**

This report provides Council the opportunity to remove redundant engineering policies that have now been included in the Road Asset Management Plan.

**188/21** **Resolved** that Council resolve to remove the following redundant policies;

- a) Policy 2.041 Dust Abatement
- b) Policy 2.070 Gutter Crossings
- c) Policy 2.110 Kerb and Gutter – Contributions (Corner Lots)
- d) Policy 2.111 Kerb and Gutter - Replacement of Granite Gutter Blocks
- e) Policy 2.193 Standard Engineering Design Drawings
- f) Policy 3.192 Road Naming

(Greg Sauer/Gary Verri)

**Motion Carried**

**(ITEM ECO17/21) ENGINEERING POLICY UPDATES**

**SUMMARY**

The purpose of this report is to submit to Council policies relating to engineering and infrastructure that are being updated.

**189/21** **Resolved** that Council receive and adopt the updated policies;

- a) Policy 2.060 Footpath Paving and Contributions.
- b) Policy 2.130 Construction & Maintenance of Property Access from Council Roads.

- c) Policy 2.131 Maintenance of Nature Strips and Road Verges.
- d) Policy 2.161 Disposal of Minor Assets including Plant, Material and Equipment.
- e) Policy 2.162 Public Gates and Vehicle Bypasses.
- f) Policy 2.180 Roadside Memorials / Commemorative Markers.
- g) Policy 2.201 CBD Works.

(Brian Murray/Gary Verri)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS**

**190/21** **Resolved** that Standing Orders be suspended.

(Brian Murray/Gary Verri)

**Motion Carried**

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

*The Meeting reconvened with the same members present, the time being 11.13 am.*

**RESUMPTION OF STANDING ORDERS**

**191/21** **Resolved** that Standing Orders be resumed.

(Brian Murray/Tom Peters)

**Motion Carried**

**(ITEM ECO18/21) RAIL NETWORK SAFETY INTERFACE AGREEMENT**

**SUMMARY**

The purpose of this report is to advise Council of a change in the Rail Infrastructure Manager for the Country Regional Network in 2022

**OFFICER'S RECOMMENDATION:**

That Council note the report and delegate authority to the Chief Executive or the Director Infrastructure to enter into a new Rail Interface Agreement with UGL Regional Linx Pty Ltd in 2022.

**AMENDMENT**

(2) That Council write to UGL Regional Linx Pty Ltd welcoming them into the new contract and requesting a meeting at the earliest convenience to discuss Council's keen interest in the restoration and maintenance of the Sunnyside Rail



Bridge and Bluff Rail Bridge as important heritage assets within the region which require urgent repair.

(Greg Sauer/Bronwyn Petrie)

### **Amendment Carried**

**192/21** **Resolved** that Council:

- (1) Note the report and delegate authority to the Chief Executive or the Director Infrastructure to enter into a new Rail Interface Agreement with UGL Regional Linx Pty Ltd in 2022; and
- (2) Write to UGL Regional Linx Pty Ltd welcoming them into the new contract and requesting a meeting at the earliest convenience to discuss Council's keen interest in the restoration and maintenance of the Sunnyside Rail Bridge and Bluff Rail Bridge as important heritage assets within the region which require urgent repair.

### **Motion Carried**

*Manager Asset & Project Planning, David Counsell left the meeting and Manager Water and Waste, Gillian Marchant entered the meeting the time being 11.27am.*

## **OUR ENVIRONMENT**

### **(ITEM ENV16/21) TENTERFIELD DAM SAFETY EMERGENCY PLAN 2021**

#### **SUMMARY**

This Report is to provide an updated Dam Safety Emergency Plan (DSEP) for Tenterfield Creek Dam for Council Adoption.

The updated DSEP includes legislative changes introduced in 2019 by Dam Safety NSW (DSNSW), upgrades to the Dam Wall, Flood Warning System and Operational Procedures.

**193/21** **Resolved** that Council adopts the Dam Safety Emergency Plan (DSEP) for Tenterfield Creek Dam.

(Gary Verri/Brian Murray)

### **Motion Carried**

### **(ITEM ENV17/21) LIQUID TRADE WASTE POLICY UPDATE**

#### **SUMMARY**

The purpose of this report is for Council to review and adopt the updated Liquid Trade Waste Regulation Policy aligned with Water & Waste.



**194/21** **Resolved** that Council adopts the updated Liquid Trade Waste Regulation Policy 2.130

(Bronwyn Petrie/Tom Peters)

**Motion Carried**

## **OUR GOVERNANCE**

### **(ITEM GOV65/21) MONTHLY OPERATIONAL REPORT - SEPTEMBER 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.

**195/21** **Resolved** that Council receives and notes the status of the Monthly Operational Report for September 2021.

(Greg Sauer/Gary Verri)

**Motion Carried**

*Manager Water and Waste, Gillian Marchant left the meeting the time being 11.39am.*

### **(ITEM GOV66/21) DISCLOSURE OF INTEREST RETURNS 2020/2021**

#### **SUMMARY**

The purpose of this Report is to document the tabling of the Disclosure of Interest Returns for the period 2020/2021.

**196/21** **Resolved** that Council note the tabling of the Disclosure of Interest Returns for the period 2020/2021.

(Gary Verri/Donald Forbes)

**Motion Carried**

### **(ITEM GOV67/21) COUNCIL RECESS PERIOD - 2021/2022 & DELEGATION FOR CHIEF EXECUTIVE LEAVE PERIOD, MAYOR CIVIC & CEREMONIAL DUTIES AND PROPOSED COUNCIL MEETING DATES**

#### **SUMMARY**

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

To recommend the dates for the Ordinary Council Meetings – January 2022 to January 2023. In accordance with s356 of the NSW Local Government Act 1993, Council is required to meet at least ten (10) times per year, each time in a separate month. With the proposal to be ratified by the newly elected Council at their 12 January 2022 meeting.



**197/21 Resolved** that Council:

- (1) Note the closedown period for Staff from 17 December 2021 to 4 January 2022.
- (2) Note Councils' elections held on 4 December 2021 are likely to be declared between 21 and 23 December 2021 and the elected positions are vacant during this period.
- (3) Resolve to hold the first meeting of the new Council on 12 January 2022 with the following dates for meetings as follows:
  - a) Ordinary Council Meetings be held in each month of the calendar year with the exception of January 2023;
  - b) Council Meetings be held on the fourth Wednesday of the meeting month at a time to be determined, with the exception of December 2022 which will be held on the third Wednesday of the month; and
  - c) Ordinary Council Meetings be held each month in the "Koreelah Room", Council Administration Building with the exception of two meetings to be held in Drake and Urbenville.
- (4) Pursuant to Section 377 of the *Local Government Act 1993*, delegate authority to the Chief Executive and Chief Corporate Officer (Acting/Chief Executive in the absence of the Chief Executive) jointly to exercise any function of Council during the recess period with the exception of:

Determination of applications for all dwelling types and ancillary structures where significant objections have been received;  
Rezoning matters;  
Subdivision applications; and  
Entering into Leases and Licences.
- (5) That a full list of any matters considered under such delegated authority be submitted for Council's information to the first 2022 Ordinary Council Meeting of Council to be held on 23 February 2022.
- (6) That Council grant Civic and Ceremonial authority to the Mayor during the period of 4 December 2021 and 12 January 2022.

(Bob Rogan/Michael Petrie)

**Motion Carried**

**(ITEM GOV68/21) COUNCILLOR INDUCTION AND CORE TRAINING PROGRAM**

**SUMMARY**



The purpose of this report is to present to Council for endorsement a program to induct all Councillors elected for the next Council term at the December 2021 Local Government Election.

The report also outlines a program for the delivery of training or refresher training to all elected members who make up the new Council with regard to the core requirements of being an elected representative in Local Government.

**198/21 Resolved that Council:**

- (1) Note the Councillor Induction Plan outlined and Professional Training scheduled for delivery on Monday 17 and Tuesday 18 January 2021; and
- (2) Note the date of Wednesday 12 January 2022 as the newly elected Council Induction, including Committee Representation; Meeting dates, Committee Representation and "Oath of Office/Affirmation of Office."

(Brian Murray/Greg Sauer)

**Motion Carried**

**(ITEM GOV69/21) NEW SPECIFIC PURPOSE COMMUNITY PROJECT ENGAGEMENT COMMITTEE**

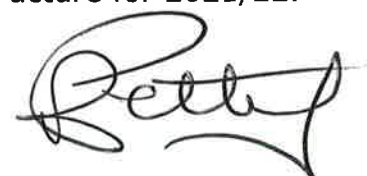
**SUMMARY**

The purpose of this report is for Council to consider a proposed addition to the Committee Register the 2021/22 year being a Specific Purpose Committee being the Tenterfield Youth Precinct & Mountain Bike Trailhead Stakeholder Advisory Committee to provide information and recommendations on representation for the Tenterfield Youth Precinct & Mountain Bike Trailhead Project. This Committee will be limited to the timeframe for Community collaboration on the project and in accordance with the Community Engagement Strategy.

**OFFICER'S RECOMMENDATION**

That Council:

- (1) Adopts the following additional proposed Specific Purpose Committee;  
Tenterfield Youth Precinct & Mountain Bike Trailhead Stakeholder Advisory Committee
- (2) Determines the Councillor representative (1) for the proposed Specific Purpose Committee; and
- (3) Determines Community Representation Groups and / or positions to be invited to reside on the Special Purpose Committee; and
- (1) Authorises the Chief Executive to incorporate the proposed Advisory Committee into the Committee Register structure for 2021/22.



## AMENDMENT

That Council:

- (1) Adopts the following additional proposed Specific Purpose Committee;  
Tenterfield Youth Precinct & Mountain Bike Trailhead Stakeholder Advisory Committee
- (2) Determines the Councillor representative (1) for the proposed Specific Purpose Committee; and Project Manager (Committee Chairperson); Tenterfield High School – School Captains (2 x Youth Representatives); Tenterfield Cycling Community/Mountain Bike Club Representatives (x2); and Council Officers as required and relevant to the Project phase (ie Director Infrastructure; Chief Corporate Officer; Manager Property; Crown Land Manager etc)
- (3) To include Councillor Bronwyn Petrie as the representative and to amend the Moombahlene LALC identified within the Special Purpose Engagement Committee to include two representatives – An Elder and Younger person
- (4) Authorises the Chief Executive to incorporate the proposed Advisory Committee into the Committee Register structure for 2021/22.

(John Macnish/Greg Sauer)

### Amendment Carried

200/21

Resolved that Council:

- (1) Adopts the following additional proposed Specific Purpose Committee;  
Tenterfield Youth Precinct & Mountain Bike Trailhead Stakeholder Advisory Committee
- (2) Determines the Councillor representative (1) for the proposed Specific Purpose Committee; and Project Manager (Committee Chairperson); Tenterfield High School – School Captains (2 x Youth Representatives); Tenterfield Cycling Community/Mountain Bike Club Representatives (x2); and Council Officers as required and relevant to the Project phase (ie Director Infrastructure; Chief Corporate Officer; Manager Property; Crown Land Manager etc)
- (3) To include Councillor Bronwyn Petrie as the representative and to amend the Moombahlene LALC identified within the Special Purpose Engagement Committee to include two representatives – An Elder and Younger person
- (4) Authorises the Chief Executive to incorporate the proposed Advisory Committee into the Committee Register structure for 2021/22.

(Gary Verri/Donald Forbes)

### Motion Carried





Acting Manager Finance & Technology, Jess Wild entered the meeting, the time being 11.56am.

## **PROCEDURAL MOTION**

**201/21** **Resolved** that Item GOV70/21 – Finance & Accounts, Period Ended 31 September 2021 and Item GOV71/21) Capital Expenditure Report as at 30 September 2021 and Item GOV72/21) Report on Loan Balances be adopted together.

(Gary Verri/Greg Sauer)

### **Motion Carried**

## **(ITEM GOV70/21) FINANCE & ACCOUNTS - PERIOD ENDED 30 SEPTEMBER 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.

**202/21** **Resolved** that Council Receive and note the Finance and Accounts Report for the period ended 30 September 2021.

(Gary Verri/Greg Sauer)

### **Motion Carried**

## **(ITEM GOV71/21) CAPITAL EXPENDITURE REPORT AS AT 30 SEPTEMBER 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.

**203/21** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 30 September 2021.

(Gary Verri/Greg Sauer)

### **Motion Carried**

## **(ITEM GOV72/21) REPORT ON LOAN BALANCES**

### **SUMMARY**

The purpose of this Report is to inform Council of its loan balances as at 30 June 2021.

**204/21** **Resolved** that Council notes the loan balance as at 30 September 2021 was \$13,562,472.75 (\$13,708,476.21 as at 30 June 2021).

(Gary Verri/Greg Sauer)

**Motion Carried**

**(ITEM GOV73/21) UPDATE TO 2020/21 FINANCIAL STATEMENTS**

**SUMMARY**

The purpose of this report is to comply with statutory requirements in relation to the General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2021. The Financial Statements have been updated as a result of the audit process to include a disclosure highlighting that Council had a negative Unrestricted Cash balance of \$1.2 million as at 30 June 2021. Auditors have requested that the updated Financial Statements be presented to Council for approval and re-signing.

**205/21** **Resolved** that Council;

- (1) In relation to the updated Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):
  - a) Council resolves that in its opinion the updated General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2021 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations there under; and
  - b) That the updated Financial Statements be approved and signed by the Mayor, the Deputy Mayor, the Chief Executive and the Responsible Accounting Officer.
  - c) Acknowledge the addition of a disclosure relating to note C1-2, that Council had a negative Unrestricted Cash balance of \$1.2 million as at 30 June 2021.
- (2) Note that the audited Financial Statements will be forwarded to the Office of Local Government upon the completion of the Auditor's Report.
- (3) Acknowledge the ongoing governance and treasury management difficulties Council faces with the current structure of many grant and disaster funding payments, and advocate for changes to the timing of these cash payments from State and Federal governments.

(Michael Petrie/Bob Rogan)

**Motion Carried**

*Acting Manager Finance & Technology, Jess Wild left the meeting, the time being 12.05pm.*



## REPORTS OF DELEGATES & COMMITTEES

### (ITEM RC24/21) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC.

**206/21** **Resolved** that Council receive and note the Delegates Report for the Murray Darling Inc. for October 2021.

(Greg Sauer/Bronwyn Petrie)

**Motion Carried**

## NOTICES OF MOTION

### RESOLUTION REGISTER

#### (ITEM RES7/21) COUNCIL RESOLUTION REGISTER - OCTOBER 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.

**207/21** **Resolved** that Council notes the status of the Council Resolution Register to October 2021.

(Gary Verri/Donald Forbes)

**Motion Carried**

## SUSPENSION OF STANDING ORDERS – CONFIDENTIAL BUSINESS

**208/21** **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.

(Greg Sauer/Gary Verri)

**Motion Carried**

*The recording device was turned off and the meeting moved into Closed Committee, the time being 12.12 pm.*

## CONFIDENTIAL BUSINESS

### (ITEM ECO19/21) LOT 26 DP 735029 SUGARBAG ROAD

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**

Council owns a number of properties including Lot 26 DP 735029 Sugarbag Road consisting of naturally vegetated land that is not occupied and is not actively used by Council. Through this parcel is a road reserve and the formation of a track between Sugarbag Road West and Sugarbag Road East, however the track is not aligned to the road reserve.

**209/21** **Resolved** that Council defer a report until new Council is formed after the 4 December 2021 election which will meet in February and a survey of the affected residents is undertaken.

(John Macnish/Gary Verri)

### **Motion Carried**

### **RESUMPTION OF STANDING ORDERS**

**210/21** **Resolved** that Standing Orders be resumed.

(Bob Rogan/Gary Verri)

### **Motion Carried**

*The meeting moved out of Closed Committee and the recording device was turned on, the time being 12.26pm.*

*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 12.27pm.

  
.....  
Councillor Peter Petty  
Mayor/Chairperson