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## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 24 NOVEMBER 2021**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Koreelah Room, Tenterfield Shire Council Chambers on Wednesday, 24 November 2021 commencing at 9.32 am

### **ATTENDANCE**

Councillor Peter Petty (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Don Forbes (Zoom)  
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)

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

## **WEBCASTING OF MEETING**

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

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

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

## **OPENING AND WELCOME**

### **CIVIC PRAYER**

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

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

### **ACKNOWLEDGEMENT OF COUNTRY**

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

### **APOLOGIES**

**211/21** **Resolved** that the apologies of Councillor Bob Rogan and Councillor Michael Petrie be accepted.

(Greg Sauer/Bronwyn Petrie)

### **Motion Carried**

### **DISCLOSURE & DECLARATIONS OF INTEREST**

Nil

### **(ITEM MIN23/21) CONFIRMATION OF PREVIOUS MINUTES**

**212/21** **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 27 October 2021

Be amended as follows - Res.187/21 Part (2) delete "within the NSWRFs compound" and as further typed and circulated, be confirmed and signed as a true record of the proceedings of this meeting.

(Bronwyn Petrie/Brian Murray)

### **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**

Nil.

## **OPEN COUNCIL REPORTS**

### **OUR COMMUNITY**

Nil.

### **OUR ECONOMY**

Nil.

### **OUR ENVIRONMENT**

Nil.

### **OUR GOVERNANCE**

Nil.

## **(ITEM GOV74/21) MONTHLY OPERATIONAL REPORT - OCTOBER 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.

**213/21** **Resolved** that Council receives and notes the status of the Monthly Operational Report for October 2021.

(Greg Sauer/Gary Verri)

### **Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford, entered the meeting, the time being 10.16 am.*

## **(ITEM GOV75/21) AUDIT AND RISK COMMITTEE MEMBERSHIP**

### **SUMMARY**

The objective of the Audit & Risk Committee (the Committee) is to provide independent assistance to Tenterfield Shire Council (Council) by monitoring, reviewing and providing advice on risk management, control frameworks, governance processes and external accountability responsibilities.

Committee members are in place for the term of the Council, and where allowed by Council, can be reappointed. Council's Committee Chair, Mr Geoff King, has written to Council to advise he is ceasing his tenure, in line with the end of the Council term. Mr King has also advised that he will not be seeking reappointment to the Committee.

**214/21** **Resolved** that Council:

- 1) Receive and note the advice of cessation of tenure of the Chair and member of Tenterfield Shire Council's Audit & Risk Committee, Mr Geoff King, effective from 4 December 2021, and
- 2) Advertise confirmed vacancies of the external, independent, members of Tenterfield Shire Council's Audit & Risk Committee.

(Gary Verri/Bronwyn Petrie)

### **Motion Carried**

**Action** – Council to write a letter of thanks to Mr Geoff King.

*Manager Customer Service, Governance & Records, Erika Bursford, left the meeting and Acting Manager Finance & Technology, Jessica Wild entered the meeting the time being 10.22 am.*

*Statutory Accountant, Igor Ivannikov and Forsyths Associate, Jacob Sauer entered the meeting via Zoom the time being 10.22 am.*

## **(ITEM GOV76/21) PRESENTATION OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2021**

### **SUMMARY**

The purpose of this Report is to present to Council the Audited Financial Statements for the year ended 30 June 2021, in accordance with the provisions of Section 418 of the *Local Government Act 1993*.

**215/21** **Resolved** that Council notes the Audited Annual Financial Statements for the year ended 30 June 2021.

(Brian Murray/John Macnish)

### **Motion Carried**

*Statutory Accountant, Igor Ivannikov and Forsyths Associate, Jacob Sauer left the meeting, the time being 10.55 am.*

## **SUSPENSION OF STANDING ORDERS**

**216/21** **Resolved** that Standing Orders be suspended.

(Bronwyn Petrie/Gary Verri)

### **Motion Carried**

*The Meeting adjourned for Morning Tea, the time being 10.56 am.*

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

## **RESUMPTION OF STANDING ORDERS**

**217/21** **Resolved** that Standing Orders be resumed.

(Greg Sauer/Tom Peters)

### **Motion Carried**

## **(ITEM GOV77/21) QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2021**

### **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).

**218/21** **Resolved** that Council adopts the September 2021 Quarterly Budget Review Statement and recommendations therein that:

- a) No additional operating or capital expenditure outside of the recommendations in this review be approved by Council unless they are offset by other savings (e.g. with road works such as re-sheeting, with a plan to reduce maintenance costs) or grant funded and even then only where there will be no additional operating costs as a result of the expenditure i.e. if capital related expenditure, it should be for the replacement of existing assets only, not new assets.
- b) As part of Council's new Asset Management System implementation and asset revaluation processes for 2021/22, a thorough review of depreciation be undertaken to ascertain if depreciation expenditure can be reduced and that further discussions be held with the State Government regarding them re-acquiring some roads from Council;
- c) 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;

- d) That the issue of rate pegging and cost shifting be raised again in appropriate forums; and
- e) That a plan be developed to increase operational income and further reduce operational expenditure as per previous discussions and comments in Council Reports, may include a Special Rates Variation request with a view to returning Council's operating position to surplus.

(Bronwyn Petrie/Gary Verri)

**Motion Carried**

**(ITEM GOV78/21) FINANCE & ACCOUNTS - PERIOD ENDED 31 OCTOBER 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.

**219/21** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 October 2021.

(Tom Peters/Brian Murray)

**Motion Carried**

*Councillor John Macnish – left the meeting, the time being 11.40 am.*

**(ITEM GOV79/21) CAPITAL EXPENDITURE REPORT AS AT 31 OCTOBER 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.

**220/21** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 October 2021.

(Gary Verri/Greg Sauer)

**Motion Carried**

*Councillor John Macnish – re-entered the meeting and Manager Customer Service, Governance & Records, Erika Bursford, rejoined the meeting, the time being 11.42 am.*

**(ITEM GOV80/21) TENTERFIELD SHIRE COUNCIL ANNUAL REPORT 2020/2021**

**SUMMARY**

The purpose of this Report is for Council to receive the Annual Report, inclusive of the Annual Financial Statements, for the financial year ending 30 June 2021.

**221/21** **Resolved** that Council receive and adopt the Annual Report for 2020/2021.

(Greg Sauer/Gary Verri)

**Motion Carried**

**(ITEM GOV81/21) TENTERFIELD SHIRE COUNCIL END OF TERM REPORT 2016 TO 2021**

**SUMMARY**

The purpose of this report is to present to Council the End of Term Report, from 2016 to 2021, which details the progress Council has been made in the implementation of the Community Strategic Plan (CSP) and the Delivery Program (DP) in delivering the goals of the community over the past Council Term.

**222/21** **Resolved** that Council receive and adopt the End of Term Report for 2016 to 2021.

(Gary Verri/Brian Murray)

**Motion Carried**

Note – Formatting re-alignment required from page 39 to 41 of the End of Term Report.

*Manager Customer Service, Governance & Records, Erika Bursford, left the meeting, the time being 11.50 am.*

**REPORTS OF DELEGATES & COMMITTEES**

**(ITEM RC25/21) COUNTRY MAYORS ASSOCIATION OF NSW - AGM & GENERAL MEETING - 5 NOVEMBER 2021**

**223/21** **Resolved** that Council receive and note the Reports from the Country Mayors Association of NSW of 5 November 2021.

(Peter Petty/Greg Sauer)

**Motion Carried**

## **(ITEM RES8/21) 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.

**224/21** **Resolved** that Council notes the status of the Council Resolution Register to October 2021.

(Gary Verri/John Macnish)

**Motion Carried**

### **NOTICES OF MOTION**

Nil.

### **CONFIDENTIAL BUSINESS**

Nil.

Mayor Petty presented the two present, retiring Councillors - Cr. Gary Verri and Cr. Brian Murray with gifts of thanks. He spoke of their time during Council and thanked them for their work and commitment and wished them well for their retirement from Council.

### **MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 12.01 pm.

.....  
Councillor Peter Petty  
Mayor/Chairperson