



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

CITIZENSHIP CEREMONY – 9AM

OATH / AFFIRMATION OF OFFICE

Notice is hereby given in accordance with the provisions of the Local Government Act 1993 (s233A), that an Oath or Affirmation of office must be taken prior to the first meeting of Council after the council is elected. The undertaking of either the **Oath or Affirmation of Office** will be held in the Koreelah Room, Tenterfield Shire Council Chambers, on **Wednesday, 23 March 2022** commencing at **9.00 am**.

BUSINESS PAPER

ORDINARY COUNCIL MEETING

23 MARCH 2022

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 Koreelah Room, Tenterfield Shire Council Chambers, on **Wednesday 23 March 2022** commencing at **9:30 am**.

Daryl Buckingham
Chief Executive

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

CLOSED COUNCIL

Confidential Reports

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

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

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

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

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

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

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

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

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

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

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

Resolutions passed in Closed Council

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

AGENDA

WEBCASTING OF MEETING

This meeting will be recorded for placement on Council's website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council's commitment to openness and accountability.

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

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

1. OPENING & WELCOME

2. (A) OPENING PRAYER

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

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

(B) ACKNOWLEDGEMENT OF COUNTRY

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

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4. DISCLOSURES & DECLARATIONS OF INTEREST

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15. CONFIDENTIAL BUSINESS

CONFIDENTIAL

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

16. MEETING CLOSED

(ITEM MIN3/22) CONFIRMATION OF PREVIOUS MINUTES

REPORT BY: Elizabeth Melling

RECOMMENDATION

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

- **Ordinary Council Meeting – 23 February 2022**

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

ATTACHMENTS

- 1** Minutes - 23 February 2022 19 Pages

MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 23 FEBRUARY 2022

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the Koreelah Room, Tenterfield Shire Council Chambers on Wednesday, 23 February 2022 commencing at 9:30 am

ATTENDANCE

Councillor Bronwyn Petrie (Mayor)
Councillor John Macnish (Deputy Mayor)
Councillor Peter Petty
Councillor Tim Bonner
Councillor Tom Peters
Councillor Kim Rhodes
Councillor Giana Saccon
Councillor Greg Sauer
Councillor Geoff Nye

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.

Website: www.tenterfield.nsw.gov.au

Email: council@tenterfield.nsw.gov.au

OATH AND AFFIRMATION FOR COUNCILLORS

Prior to commence of the Ordinary Meeting Councillor Geoff Nye took an Affirmation of Office before Chief Executive, Daryl Buckingham.

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

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

Name	Type	Item
Cr Giana Saccon	Non Pecuniary Significant	Item GOV18/22 - Community Request - Tenterfield Rotary District Conference 2022 & Oracles Of The Bush 2022 Item GOV27/22 - Water & Sewerage Account Reduction Request Due To Covid Hardship

(ITEM MIN2/22) CONFIRMATION OF PREVIOUS MINUTES

17/22 **Resolved** that the Minutes of the following Meetings of Tenterfield Shire Council:

- Ordinary Council Meeting – 12 January 2022
- Extraordinary Council Meeting – 7 February 2022

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

(Peter Petty/Tom Peters)

Motion Carried

TABLING OF DOCUMENTS

Nil

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

18/22 **Resolved** that:

- (1) The Confidential Addendum Agenda relating to Item GOV27/22 - Water & Sewerage Account Reduction Request Due To Covid Hardship to be received and noted; and
- (2) Item GOV13/22- Oath And Affirmation For Councillors be moved forward in the agenda.

(Peter Petty/Greg Sauer)

Motion Carried

COMMUNITY CONSULTATION (PUBLIC ACCESS)

Nil

MAYOR MINUTE

Nil

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

19/22 **Resolved** that the following items be considered in the Confidential Section of the meeting:

- Item GOV25/22 – Resubmission of request for a boundary realignment between Tenterfield Shire Council and Glen Innes Severn Shire Council.
- Item GOV26/22 – New Request for a boundary realignment between Tenterfield Shire Council and Glen Innes Severn Shire Council.
- Item Eco6/22 – Acquisition of part of private land required for road widening purposes – Bruxner Way Tenterfield.

- Item GOV27/22 – Water & Sewerage Account Reduction Request due to Covid Hardship.

(Kim Rhodes/Greg Sauer)

Motion Carried

OPEN COUNCIL REPORTS

(ITEM GOV13/22) OATH AND AFFIRMATION FOR COUNCILLORS

SUMMARY

The purpose of this report is to inform Councillors of the requirements under section 233A of the NSW *Local Government Act 1993*, being that all Councillors must take an Oath of Office or make an Affirmation of Office at or before the first meeting of the Council after the Councillor is elected.

- 20/22** **Resolved** that Councillor Geoffrey Nye took an Oath of Office or made an Affirmation of Office prior to the meeting dated Wednesday 23 February 2022 and signed the appropriate Oath of Office or Affirmation of Office form.

(Peter Petty/Tom Peters)

Motion Carried

Manager Asset & Program Planning, Dave Counsell, entered the meeting the time being 9.37 am.

OUR COMMUNITY

(ITEM COM1/22) A M WHITE DRIVE

SUMMARY

The purpose of this report is to inform Council of the status of A M White Drive.

- 21/22** **Resolved** that Council note the status of A M White Drive.

(Tom Peters/John Macnish)

Motion Carried

OUR ECONOMY

(ITEM ECO2/22) LOT 26 DP 735029 SUGARBAG ROAD

SUMMARY

Previous consideration of the Council owned property Lot 26 DP 735029 Sugarbag Road, between Sugarbag Road West and Sugarbag Road East at Drake, was deferred until a survey of landowners could be undertaken.

RECOMMENDATION:

That Council:

- (1) Note the report and the removal of proposed sale proceeds of Lot 26 DP 735029 Sugarbag Road from the current years budget 2022/2023; and

- (2) a. Council proceeds with the sale of the land in 2022/2023 to minimize increasing costs in the road network management plan and derived proceeds from the sale; or
- b. Make provision in the 2022/2023 budget for a minimum of \$15,000 to survey and further estimate the construction cost and ongoing maintenance in respect to Lot 26 DP 735029.

AMENDMENT

- 2) To defer any further action on the matter (sale of Lot 26 DP 735029 Sugarbag Road) for another 12 months until February 2023 and contact RFS regarding suitability as a strategic/tactical fire trail grant.

(John Macnish/Peter Petty)

Amendment Carried

22/22

Resolved that Council:

- 1) Note the report and the removal of proposed sale proceeds of Lot 26 DP 735029 Sugarbag Road from the current years budget 2022/2023; and
- 2) Defer any further action on the matter (sale of Lot 26 DP 735029 Sugarbag Road) for another 12 months (Feb 2023) and contact RFS regarding suitability as a strategic/tactical fire trail grant.

(Peter Petty/Geoff Nye)

Motion Carried

(ITEM ECO3/22) MCLEODS CREEK ROAD

SUMMARY

The purpose of this report is to inform Council of the estimated cost to formalise the road reserve over McLeods Creek Road.

RECOMMENDATION:

That Council:

- (1) Note the estimated costs in relation to survey of the McLeods Creek Road Reserve; and
- (2) Continue with compulsory acquisition of a public road through the Girard State Forest as approved under Resolution 207/20; and
- (3) Note that progressing with this action will have long term financial obligations in the transport area.

AMENDMENT

That Council defer this matter to the next Council meeting to enable more information to be provided to allow for further consideration.

(Peter Petty/John Macnish)

Amendment Carried

23/22

Resolved that Council

- (1) Note the estimated costs in relation to survey of the McLeods Creek Road Reserve; and
- (2) Defer this matter to the next Council meeting to enable more information to be provided to allow for further consideration.

(Peter Petty/Kim Rhodes)

Motion Carried

(ITEM ECO4/22) MARYLAND CULLENDORE ROAD

SUMMARY

The purpose of this report is to inform Council of the estimated cost to formalise the road reserve over the road formation of the Maryland Cullendore Road through Maryland National Park.

RECOMMENDATION:

That Council:

- (1) Note the estimated costs of \$55,000 to formalise a corrected Public Road Reserve over the existing track formation of Maryland Cullendore Road through Maryland National Park,
- (2) Proceed with actions to dedicate the corrected Public Road Reserve alignment as per Council Resolution 176/20,
- (3) Not accept responsibility for maintenance of the road through Maryland National Park, and
- (4) Not accept the road through Maryland National Park as a Council asset.

AMENDMENT

That Council defer the report until a later date.

(John Macnish/Tim Bonner)

Amendment Carried

24/22 **Resolved** that Council defer the report until a later date.

(Tim Bonner/John Macnish)

Motion Carried

Manager Asset & Program Planning, Dave Counsell, left the meeting and Engineering Officer, Jessica Gibbins entered the meeting, the time being 10.13 am.

(ITEM ECO5/22) NAMING OF VARIOUS ROADS IN THE MARYLAND/LISTON AREA

SUMMARY

The purpose of this report is to provide an update and advice on the renaming of various roads in the Maryland/Liston area.

RECOMMENDATION:

That Council:

- (1) Does not proceed with the renaming Herding Yard Creek Road or Red Ridge Lane in line with the recommendations contained in the GNB NSW Address Policy and User Manual;
- (2) Consider renaming the extent of Old Maryland Lane to a unique name in line with the recommendations contained in the GNB NSW Address Policy and User Manual; and
- (3) Write to the affected landowners advising of the outcome.

AMENDMENT

- (1) That application be made for Herding Yard Creek Road to be renamed to Seven Mile Road.
- (2) That Red Ridge Lane remain the same
- (3) Further investigation/consultation on naming of Old Maryland Land/Catarins Road.

(Tim Bonner/Kim Rhodes)

Amendment Carried

25/22 **Resolved** that Council:

- (1) Make an application for Herding Yard Creek Road to be renamed to Seven Mile Road;
- (2) Do not change the name of Red Ridge Lane ;
- (3) Further investigate/consult on naming of Old Maryland Land/Catarins Road.

(Tim Bonner/Greg Sauer)

Motion Carried

Engineering Officer, Jessica Gibbins left the meeting, the time being 10.28 am.

OUR ENVIRONMENT

(ITEM ENV3/22) URBENVILLE AND WOODENBONG FLOOD STUDY

SUMMARY

The purpose of this report is to provide the final report including results of community consultation to Council.

- 26/22** **Resolved** that Council adopt the Urbenville and Woodenbong Flood Study report.

(Tim Bonner/Peter Petty)

Motion Carried

SUSPENSION OF STANDING ORDERS

- 27/22** **Resolved** that standing Orders be suspended.

(Peter Petty/John Macnish)

Motion Carried

The Meeting adjourned for Morning Tea, the time being 10.30 am.

The Meeting reconvened, the time being 10.59 am.

RESUMPTION OF STANDING ORDERS

- 28/22** **Resolved** that standing Orders be resumed.

(Peter Petty/Kim Rhodes)

Motion Carried

OUR GOVERNANCE

(ITEM GOV14/22) MONTHLY OPERATIONAL REPORT DECEMBER 2021/JANUARY 2022

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 2021/2022 Operational Plan.

- 29/22** **Resolved** that Council receives and notes the status of the Monthly Operational Report for December 2021/January 2022.

(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM GOV15/22) COUNCILLORS - PROVISION OF SUPERANNUATION 2022-2023

SUMMARY

The purpose of this report is to address the recent determination of the NSW Parliament on 13 May and assented to on 24 May 2021 enabling superannuation contribution payments for Councillors.

A Council may make a payment (a superannuation contribution payment) as a contribution to a superannuation account nominated by a councillor, starting from the financial year commencing 1 July 2022.

RECOMMENDATION:

That Council:

- (1) Notes the Report and Determination of the NSW Parliament: and either
- (2) (a) Implements superannuation payments for all Councillors for the financial year commencing 1 July 2022, under the Commonwealth Superannuation legislation as superannuation if the Councillor were an employee of Council; or
(b) Forgo the payment of superannuation for all current term Councillors until the next election of Council - September 2024.

AMENDMENT

That Council:

- (1) Notes the Report and Determination of the NSW Parliament; and
- (2) Forgo the payment of superannuation for all current term Councillors until the next election of Council - September 2024.

(Greg Sauer/Peter Petty)

Amendment Carried

30/22 **Resolved** that Council:

- (1) Notes the Report and Determination of the NSW Parliament; and
- (2) Forgo the payment of superannuation for all current term Councillors until the next election of Council - September 2024.

(Greg Sauer/Peter Petty)

Motion Carried

(ITEM GOV16/22) COUNCIL DELEGATES ON COMMITTEES, EXTERNAL BOARDS & ASSOCIATIONS

SUMMARY

The purpose of this report is to revisit the specific purpose committees, external boards and organisations which were discussed at the Councillor Workshop held 3pm Tuesday 8 February 2022. Council representation is for the period January 2022 to January 2023.

RECOMMENDATION:

- (1) That Council note the report; and
- (2) Resolve the following amendments;
 - (a) Amalgamation of Parks, Gardens and Open Spaces Advisory Committee" and "Arts and Culture Advisory Committee" to make the "Parks, Gardens and Cultural Advisory Committee";
 - (b) Remove "Legume to Woodenbong Road – Key Stakeholder Group";
 - (c) Remove "Arts North West" Committee Representation;
 - (d) Remove "Australian Rural Roads Group";
 - (e) Remove "Southern Downs Regional Council Highway Taskforce Alliance";
 - (f) Include "Tenterfield By-Pass Economic Enhancement Advisory Group" and resolve representation by Councillors on the Committee.

AMENDMENT

- (f) Include "Tenterfield Heavy Vehicle Bypass Economic Enhancement Advisory Group" and resolve representation by Councillors on the Committee.

(Peter Petty/Greg Sauer)

Amendment Carried

31/22 Resolved

- (1) That Council note the report; and
- (2) Resolve the following amendments;
 - (a) Amalgamation of Parks, Gardens and Open Spaces Advisory Committee" and "Arts and Culture Advisory Committee" to make the "Parks, Gardens and Cultural Advisory Committee";
 - (b) Remove "Legume to Woodenbong Road – Key Stakeholder Group";
 - (c) Remove "Arts North West" Committee Representation;
 - (d) Remove "Australian Rural Roads Group";

- (e) Remove "Southern Downs Regional Council Highway Taskforce Alliance";
- (f) Include "Tenterfield Heavy Vehicle Bypass Economic Enhancement Advisory Group" and resolve representation by Councilors on the Committee.

(Peter Petty/John Macnish)

Motion Carried

(ITEM GOV17/22) NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 2022

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 2022 in Canberra, 19-22 June 2022 and to call for submission of Motions.

32/22

Resolved that Council approve the attendance of the Chief Executive and Mayor Bronwyn Petrie at the National General Assembly of Local Government 2022 and Regional Forum 2022 to be held in Canberra, 19 to 22 June 2022.

(John Macnish/Kim Rhodes)

Motion Carried

Having Declared an Interest in the following item Cr Giana Saccon left the meeting, the time being 11.29 am.

(ITEM GOV18/22) COMMUNITY REQUEST - TENTERFIELD ROTARY DISTRICT CONFERENCE 2022 & ORACLES OF THE BUSH 2022

SUMMARY

The purpose of this report is to advise Council of requests made by Tenterfield Rotary Club and Oracles of the Bush to provide equipment hire support to their 2022 events.

RECOMMENDATION:

That Council advise Tenterfield Rotary Club and Oracles of the Bush that event and function equipment is available to hire as follows:

- Tables – Rectangular \$10 each per event day.
- Chairs – Cloth Covered \$2.00 each per event day.
- Lectern - \$75 per event day.
- Sound System – As per 2021/22 Fees and Charges.
- LED Theatre Lighting - \$90 per item per event day.
- Genie Lift - \$90 per event day.
- School of Arts Equipment Refundable Bond – As per 2021/22 Fees and Charges.
- Marquee – As per 2021/22 Fees and Charges.
- SunSmart Marquee and Refundable Bond – As per 2021/22 Fees and Charges.

- Administration Officer - \$55 per hour (mandatory minimum of one hour).

All charges are for hire only. Collection and return of all items will be the responsibility of event organisers.

AMENDMENT

That Council

- (1) Advise Tenterfield Rotary Club and Oracles of the Bush that there will be no charges for the hire of equipment including plastic chairs for both Rotary and Oracles of the Bush committees, except the cloth covered chairs which will be hired at \$2 per chair per event day, should Rotary prefer cloth chairs.
- (2) Charge a bond/administration fee as per 2021/22 Fees and Charges, and the administration charges as per cost recovery.
- (3) Budget costs to Council to the Community Contributions and both groups are required to collect and return the goods.

(Peter Petty/Kim Rhodes)

Amendment Carried

33/22

Resolved

That Council

- (1) Advise Tenterfield Rotary Club and Oracles of the Bush that there will be no charges for the hire of equipment including plastic chairs for both Rotary and Oracles of the Bush committees, except the cloth covered chairs which will be hired at \$2 per chair per event day, should Rotary prefer cloth chairs.
- (2) Charge a bond/administration fee as per 2021/22 Fees and Charges, and the administration charges as per cost recovery.
- (3) Budget costs to Council to the Community Contributions and both groups are required to collect and return the goods.

(Greg Sauer/Kim Rhodes)

Motion Carried

Cr Giana Saccon returned to the meeting and Manager Customer Service, Governance & Records, Erika Bursford entered the meeting the time being 11.57 am.

(ITEM GOV19/22) AGENCY INFORMATION GUIDE

SUMMARY

The purpose of this report is to enable Council to consider and adopt the updated Tenterfield Shire Council Agency Information Guide, as required in accordance with the Government Information (Public Access) Act 2009 (GIPA).

- 34/22** **Resolved** that Council adopt the Tenterfield Shire Council Agency Information Guide 2022 in accordance with Section 21 of the Government Information (Public Access) Act 2009.

(Tom Peters/Kim Rhodes)

Motion Carried

Manager Customer Service, Governance & Records, Erika Bursford left the meeting and Acting Manager Finance & Technology entered the meeting the time being 11.59 am.

(ITEM GOV20/22) QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 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).

- 35/22** **Resolved** that Council:

Adopts the December 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 the State 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. Such a plan may include a Special Rates

Variation request with a view to returning Council's operating position to surplus.

(Greg Sauer/Giana Saccon)

Motion Carried

PROCEDURAL MOTION

36/22 **Resolved** that Items GOV21/22 - Finance & Accounts - Period Ended 31 December 2021 and GOV22/22 - Finance & Accounts - Period Ended 31 January 2022 be adopted together.

(Peter Petty/Greg Sauer)

Motion Carried

(ITEM GOV21/22) FINANCE & ACCOUNTS - PERIOD ENDED 31 DECEMBER 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.

37/22 **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 December 2021.

(Peter Petty/Greg Sauer)

Motion Carried

(ITEM GOV22/22) FINANCE & ACCOUNTS - PERIOD ENDED 31 JANUARY 2022

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.

37/22 **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 January 2022.

(Peter Petty/Greg Sauer)

Motion Carried

(ITEM GOV23/22) CAPITAL EXPENDITURE REPORT AS AT 31 JANUARY 2022

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.

- 38/22** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 January 2022.

(Giana Saccon/Kim Rhodes)

Motion Carried

(ITEM GOV24/22) REPORT ON LOAN BALANCES

SUMMARY

The purpose of this Report is to inform Council of its loan balances as at 31 December 2021.

- 39/22** **Resolved** that Council notes the loan balance as at 31 December 2021 was \$13,358,789.85 (\$13,562,472.75 as at 30 September 2021).

(Peter Petty/Tim Bonner)

Motion Carried

Acting Manager Finance & Technology left the meeting the time being 12.28 pm.

REPORTS OF DELEGATES & COMMITTEES

(ITEM RC1/22) REPORTS OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - 19 NOVEMBER 2021

- 40/22** **Resolved** that the report of the Border Regional Organisation of Councils (BROC) meeting Friday, 19 November 2021 be received and noted.

(Peter Petty/Greg Sauer)

Motion Carried

NOTICES OF MOTION

Nil

RESOLUTION REGISTER

(ITEM RES2/22) COUNCIL RESOLUTION REGISTER - JANUARY 2022

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.

- 41/22** **Resolved** that Council notes the status of the Council Resolution Register to January 2022.

(Greg Sauer/John Macnish)

Motion Carried

CONFIDENTIAL BUSINESS

SUSPENSION OF STANDING ORDERS – CONFIDENTIAL BUSINESS

42/22 **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.

(Peter Petty/Greg Sauer)

Motion Carried

The recording device was turned off and the meeting moved into Closed Committee, the time being 12.30 pm.

PROCEDURAL MOTION

43/22 **Resolved** that Items GOV25/22 – Resubmission of Request for a Boundary Realignment between Tenterfield Shire Council and Glen Innes Severn Shire Council and GOV26/22 - New Request for a Boundary Realignment Between Tenterfield Shire Council and Glen Innes Severn Shire Council be adopted together.

(Peter Petty/Geoff Nye)

Motion Carried

(ITEM GOV25/22) RESUBMISSION OF REQUEST FOR A BOUNDARY REALIGNMENT BETWEEN TENTERFIELD SHIRE COUNCIL AND GLEN INNES SEVERN SHIRE COUNCIL

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

This report has been prepared as a result of one landholder requesting a boundary re-alignment between Tenterfield Shire Council and Glen Innes Severn Shire Council. The Office of Local Government has requested that it be resubmitted due to not accepting requests during the election period and further delay due to the reschedule of the election date due to COVID19.

44/22 **Resolved** that Council:

- (1) Receive and note this report;
- (2) Accept the proposal to have the Local Government Boundary re-aligned in accordance with this report;
- (3) Submit the boundary adjustment application to the Office of Local Government; and

- (4) That if any costs are incurred that they be passed onto the applicant.

(Peter Petty/Geoff Nye)

Motion Carried

**(ITEM GOV26/22) NEW REQUEST FOR A BOUNDARY REALIGNMENT
BETWEEN TENTERFIELD SHIRE COUNCIL AND GLEN INNES SEVERN
SHIRE COUNCIL**

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

This report has been prepared as a result of one landholder requesting a boundary re-alignment between Tenterfield Shire Council and Glen Innes Severn Shire Council.

45/22

Resolved that Council:

- (1) Receive and note this report;
- (2) Accept the proposal to have the Local Government Boundary re-aligned in accordance with this report;
- (3) Submit the boundary adjustment application to the Office of Local Government; and
- (4) That if any costs are incurred that they be passed onto the applicant.

(Peter Petty/Geoff Nye)

Motion Carried

**(ITEM ECO6/22) ACQUISITION OF PART OF PRIVATE LAND REQUIRED
FOR ROAD WIDENING PURPOSES - BRUXNER WAY, TENTERFIELD**

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 provide an update to Council to legalise and contain part of Council's constructed road known as Bruxner Way within Council road reserve rather than private land, based on historic agreements between Council and the property owners.

- 46/22** **Resolved** that Council proceed with the recommendations as contained within this report to finalise this matter regarding acquisition of land for road realignment purposes for Bruxner Way, Tenterfield.

(John Macnish/Kim Rhodes)

Motion Carried

(ITEM GOV27/22) WATER & SEWERAGE ACCOUNT REDUCTION REQUEST DUE TO COVID HARDSHIP

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (b) of the Local Government Act, 1993, as the matter involves discussion in relation to the personal hardship of a resident or ratepayer.

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 consider a request from the consumer to provide a more equitable water and sewerage consumption calculation for properties that have been issued an average account due to a faulty meter during the COVID pandemic.

- 47/22** **Resolved** that Council:

- (1) Receive and note this report; and
- (2) Do not provide any amendment to the average account issued on the basis of Covid-19 impacts on the business.

(Kim Rhodes/Tim Bonner)

Motion Carried

RESUMPTION OF STANDING ORDERS

- 48/22** **Resolved** that Standing Orders be resumed.

(Kim Rhodes/Greg Sauer)

Motion Carried

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

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

MEETING CLOSED

There being no further business the Mayor declared the meeting closed at 12.51 pm.

.....
Councillor Bronwyn Petrie
Mayor/Chairperson

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM COM2/22
Subject:	ANZAC DAY ARRANGEMENTS - MONDAY, 25 APRIL 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated.
CSP Strategy:	The individual unique qualities and strong sense of local identity of Tenterfield Shires towns and villages is respected, recognised and promoted.
Delivery Plan Action:	Promote the liveability of Tenterfield Shire as a place to live, work and invest.
Operational Plan Action:	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, Monday, 25 April 2022.

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 Bronwyn Petrie 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.

REPORT:

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

Our Community No. 2 Cont...

Wreaths

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

Books

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

To date the following information has been received in respect to this year's Anzac Day ceremonies:-

- Tenterfield – 5:30 am, Dawn Service at Memorial Hall, followed by service at Cemetery then at 6:30 am, Gunfire Breakfast at Memorial Hall (RSL Pavilion). 10:30 am - Anzac Day March from Telegraph Hotel to Memorial Hall with the Commemoration Service at 11:00 am. Luncheon at the Tenterfield Bowling Club at 12.30 pm followed by Two Up at the Telegraph Hotel from 2:30 pm.
- Torrington Dawn Service – Assemble at Hall between 5:00 am and 5:15 am and march to Torrington War Memorial Park. Refreshments at Memorial Hall following the service.
- Drake Dawn Service – Service commences at 6:00 am followed by breakfast. Service at Drake Hall. \$5 breakfast following service.
- Urbenville – Cooperating with Kyogle Shire this year. Details available in 2 -3 weeks time.
- Legume – Service at Legume Cemetery at 8.00 am.
- Wallangarra/Jennings – Dawn Service at RSL Hall followed by Pilgrimage to Cemetery. March commences at 11.30 am at the RSL Hall, Barrawell Street, Wallangarra and proceeds to the School of Arts Hall, Wallangarra. Service commences at 12 noon and is followed by a light luncheon at the RSL Hall.
- Liston – Dawn service at Monument 5.30 am. Breakfast at Liston Hall following service.
- Mingoola – 3pm Afternoon Tea. 4pm Service. BBQ After Service – Mingoola School and Hall – Honouring WW1 Veteran in the community.

COUNCIL IMPLICATIONS:

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

2. Policy and Regulation
Nil.

3. Financial (Annual Budget & LTFP)

Our Community No. 2 Cont...

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.

Daryl Buckingham
Chief Executive

Prepared by staff member:	Elizabeth Melling
Approved/Reviewed by Manager:	Daryl Buckingham, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Executive
Submitted by:	Acting Manager Library Services
Reference:	ITEM COM3/22
Subject:	TENTERFIELD PUBLIC LIBRARY - REVIEW OF SATURDAY MORNING OPERATIONS

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Community - COMM 2 - Health and quality of life are supported by a wide range of recreation and leisure opportunities.
CSP Strategy:	Enrich the cultural life of the community by supporting a variety of cultural events and activities for the community and visitors.
CSP Delivery Program	Enrich the cultural life of the community by supporting a variety of cultural events and activities for residents and visitors.

SUMMARY

The purpose of this report is to recommend the closure of the Tenterfield Library on Saturdays.

OFFICER'S RECOMMENDATION:

That Council cease operations of the Tenterfield Library on Saturdays.

BACKGROUND

Tenterfield Library currently operates with the following public opening hours:

- Monday – Friday 10am – 5pm
- Saturday – 9am - 12pm

This equates to 38 hours per week that we are open to the public. Staff are on site during the week from 8.30am – 5pm Monday – Friday. Saturday 8.50am - 12.10pm for a total of 48.75 hours.

REPORT:

Tenterfield Library operates within the Standards and Guidelines as set by the State Library of NSW. A Tier one Library in an LGA the size of Tenterfield Shire is to be open to the public for a minimum of 30 hours. We are within this limit at 38 hours.

Statistics illustrate that the Library has minimal visitors and members through the door on a Saturday. From 17 July 2021 to 5 March 2022 there were 560 people who entered the Library for various reasons, computer use, borrowing, study, reading a paper to magazine. This averaged to 20 people per visit with a low of 10 and high of 29 on two occasions.

When we look at the wages budget a Saturday, with two casual staff members over a 52 week period, there would be a saving of \$21,661.12, \$416.56 per Saturday for 6.5 hours of work, \$208.28 for 3.25 hours per staff member.

The staff members on the Saturday shift are there for customer service. The only other duties they perform during the shift is the covering of books it time permits.

I recommend that Council cease operations of the Tenterfield Library on Saturdays. It has been illustrated that this shift will have minimum impact on the public and visitors

Our Community No. 3 Cont...

of Tenterfield and will provide Council with a large saving to wages and a cut in the use of casual staff.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

I highly recommend that Council inform the public with a minimum of 4 weeks' notice prior to permanently ceasing Saturday operations.

A Library is a public entity and as such, any change can bring about a large community backlash if they feel the future of the Library is in jeopardy. Council and Councillors are to be prepared for any questions that may arise around this issue.

2. Policy and Regulation

According to the Standards and Guidelines for NSW Public Libraries 7th edition:

- S3 (S = Standards) Tier one Library opening hours. "A Tier One Library is a major service point where the public have direct access to a full range of library services and facilities. Tier One Libraries are operated by permanent paid library staff"
- S3 Tier One Libraries opening hours for an LGA below 10,000 population are a minimum of 30 hours
- G2 (G = Guidelines) Opening Hours
Objective. To open at times which enable the community to make the most effective use of the library service and to ensure that the libraries resources and services are as widely available as possible. Public libraries should be open at times when their customers might reasonably expect them to open.
- The targets in S3 and S4 are suggested minimum opening hours. S4. Total opening hours in a Local Government Area (LGA), this includes all branches.

The standards and guidelines are to assist in the staffing, hours of operation, programming and all core services that a Public Library are to provide under the Library Act 1939 No 40.

With that in mind the Tenterfield Library can operate effectively with the cessation of Saturday operations.

3. Financial (Annual Budget & LTFP)

The savings from the closure over a 52 week period from the wages budget at the current rate would be \$21,661.12.

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

I recommend that Council do not cut hours further without consultation with the State Library of NSW. The minimum hours that we are to be open are suggested

Our Community No. 3 Cont...

guidelines but if we were to extend too near or below the 30 hour minimum we may jeopardize State Government funding

7. Performance Measures

Nil

8. Project Management

Nil

Daryl Buckingham
Chief Executive

Prepared by staff member:	Christopher Halpin
Approved/Reviewed by Manager:	Daryl Buckingham, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

Department:	Engineering Department
Submitted by:	Manager Asset & Program Planning
Reference:	ITEM ECO1/22
Subject:	SUBMISSION OF PETITION - FORREST LANE REPAIR AND RESURFACING

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

This purpose of this report is to advise Council of a petition received on 3 November 2021 from Mr Peter Murphy of 161 Logan Street, Tenterfield, with 16 other signatories, requesting the repair and resurfacing of Forrest Lane, Tenterfield.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Notes the tabling of a petition requesting that Council repair and resurface Forrest Lane, Tenterfield, and**
- (2) Consider the petition request, as part of Council's deliberation and decision process when considering funding towards urban pavement and surfacing renewals in Council's 2022/2023 budget.**

BACKGROUND

The Petition Summary, Background and Action petitions:

"We, the undersigned, ratepayers whose properties border Forrest Lane, between Molesworth and High Streets wish to:

- 1. Draw Council's particular attention to the deteriorating condition of this important residents' access road*

And

- 2. Request Council to take all necessary measures to ensure the repair and resurfacing of this land as soon as possible."*

Forrest Lane is a six-metre-wide road reserve at the rear of properties generally with frontage to either Logan Street or Bulwer Street in Tenterfield township. The petition

Our Economy No. 1 Cont...

received is in respect to the section of the lane between cross streets at Molesworth Street and High Street.

REPORT:

The petition received by Council on 3 November 2021, on behalf of 17 signatories (14 ratepayers and 3 residents) who live in Bulwer, Logan, Molesworth, and High Streets, draws attention to the deteriorating condition of Forrest Lane at the rear of their properties. It requests Council take measures to ensure the repair and resurfacing of this lane as soon as possible.

Laneways in urban areas are generally classed as E class roads and this section of Forrest Lane is 200 metres long. There are over 5 kilometres of E class roads in Tenterfield township alone and over 4 kilometres of E class roads in the villages. Inspection of the laneway identifies that it needs patching and resurfacing to bring it to a good condition. The condition of Forrest Lane, however, is better than many other lanes that require attention to correct failing pavements, poor surface and to improve drainage.

While there are no funds allocated towards urban road rehabilitation, the budget for urban road reseals has been directed towards higher use urban roads and to correct surface defects near pedestrian crossing points. Recent works have included the corner of Miles and Scott Street where the town cycleway crosses near schools and aged villages, while the road surface in High Street adjacent to the Tenterfield High School has been repaired to correct serious surface defects.

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

Not applicable.

2. Policy and Regulation

- Local Government Act 1993
- Roads Act 1993

3. Financial (Annual Budget & LTFP)

The 2021/2022 budget for urban street resurfacing is \$122,000 and there is no current allocation for capital works to renew urban street pavements within this budget. This applies to all classes of urban streets.

4. Asset Management (AMS)

Council's existing urban road pavement assets in villages and Tenterfield township require a renewal program in the order of \$420,000 annually for pavement and surfacing renewal.

5. Workforce (WMS)

Not applicable.

6. Legal and Risk Management

The laneway is a public road under Council's management.

7. Performance Measures

No implications.

Our Economy No. 1 Cont...

8. Project Management

Not applicable.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	David Counsell; Erika Bursford	
Approved/Reviewed by Manager:	Fiona Keneally, Director Infrastructure	
Department:	Engineering Department	
Attachments:	1 Forrest Lane Residents Petition	4 Pages
	2 Petition Signatories Details - Forrest Lane Repair and Resurface - 3 November 2021	1 Page

Tenterfield Shire Council,
PO Box 214,
Tenterfeild, NSW 2372

Registered Mail

Dear Council,

Petition re : Forrest Lane Repair and Resurfacing

Please find attached the original of this petition. Your earliest attention to this matter would be most appreciated.

Kind regards,



Peter W. Murphy
161 Logan Street

email : petermurphysg@gmail.com
mobile : 0411 295 380

Attachment : Petition

PETITION

Re: FORREST LANE REPAIR AND RESURFACING

We, the undersigned, ratepayers whose properties border Forrest Lane, between Molesworth and High Streets wish to:

1. Draw Council's particular attention to the deteriorating condition of this important residents' access road

AND

2. Request Council to take all necessary measures to ensure the repair and resurfacing of this lane as soon as possible

We thank Council for its attention and hope for its earliest consideration of this matter.

<u>RATEPAYER'S NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
Patricia Hassall	125 Bulwer St	Patricia Hassall
Russell Sharpe	127 Bulwer St	Russell Sharpe
ANNE KELLY	129 BULWER ST	AKelly
M Thomas	121B Bulwer St.	M Thomas
NEVILLE WILLIS	121 BULWER ST	NWillis
[REDACTED]	[REDACTED]	[REDACTED]
PETER MURPHY	161 LOGAN ST	Peter Murphy
Barbara Saw	161 LOGAN ST	Barbara Saw
Tony Williams	159 Logan street	Tony Williams
[REDACTED]	[REDACTED]	[REDACTED]
L Rhodes	151 Logan St	L Rhodes
J. FRITCHARD	149 LOGAN ST	J Fritchard
M DUN	145 LOGAN ST	M Dun

1. I am a resident of Forrest Lane, [redacted] and I am writing to you to request that you consider the need for repair and resurfacing of the road in front of my property.

2. The road in front of my property is in a state of disrepair and is a safety hazard for my family and other residents of the area. The road is cracked, potholed and has a uneven surface which makes it difficult to drive on and increases the risk of accidents.

3. I have spoken to the local council and they have advised that the road is not a priority for repair. I am therefore writing to you to request that you consider the need for repair and resurfacing of the road in front of my property.

4. I am a resident of Forrest Lane, [redacted] and I am writing to you to request that you consider the need for repair and resurfacing of the road in front of my property.

5. The road in front of my property is in a state of disrepair and is a safety hazard for my family and other residents of the area. The road is cracked, potholed and has a uneven surface which makes it difficult to drive on and increases the risk of accidents.

6. I have spoken to the local council and they have advised that the road is not a priority for repair. I am therefore writing to you to request that you consider the need for repair and resurfacing of the road in front of my property.

PETITION

Re: FORREST LANE REPAIR AND RESURFACING

We, the undersigned, ratepayers whose properties border Forrest Lane, between Molesworth and High Streets wish to:

1. Draw Council's particular attention to the deteriorating condition of this important residents' access road

AND

2. Request Council to take all necessary measures to ensure the repair and resurfacing of this lane as soon as possible

We thank Council for its attention and hope for its earliest consideration of this matter.

<u>RATEPAYER'S NAME</u>	<u>ADDRESS</u>	<u>SIGNATURE</u>
Bradley Holley	153 Logan St	B. Holley
Mal Suther	119 Molesworth St	M. Suther
Tom Murphy	123 Bolwer st	T. Murphy
FRANK VINEY	170 H1601 St.	F. Viney

NUMBER	NAME	ADDRESS	RATEPAYER
No.	Name	Address	Ratepayer Status
1	Patricia Haddock	125 Bulwer Street, Tenterfield NSW	Yes
2	Russell Sharpe	127 Bulwer Street, Tenterfield NSW	Yes
3	Anne Kelly	129 Bulwer Street, Tenterfield NSW	Yes
4	John M Thomas	121B Bulwer Street, Tenterfield NSW	Yes
5	Neville Willis	121 Bulwer Street, Tenterfield NSW	Yes
6	Peter Murphy	161 Logan Street, Tenterfield NSW	Yes
7	Barbara Saw	161 Logan Street, Tenterfield NSW	Yes
9	Tony Williams	159 Logan Street, Tenterfield NSW	No
10	Colleen Rhodes	151 Logan Street, Tenterfield NSW	Yes
12	Donald Pritchard	149 Logan Street, Tenterfield NSW	Yes
13	M Dun	145 Logan Street, Tenterfield NSW	No
14	Bradley Holley	153 Logan Street, Tenterfield NSW	Yes
15	Mal Smithers (?)	119 Molesworth Street, Tenterfield NSW	No
16	Tom Murphy	123 Bulwer Street, Tenterfield NSW	Yes
17	Frank Viney	170 High Street, Tenterfield NSW	Yes

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Planning & Development Services
Reference:	ITEM ENV4/22
Subject:	Development Application 2021.132 Concept DA Stage 1 - Entertainment Facility - Cinema, Food and Drink Premises, carparking, demolition of existing repair workshop, office & hardstand, alterations and additions to main workshop building Stage 2 - Recreation Facility (indoor) - bowling alley, health service facility - medical centre, child care and food and drink premises 148 Rouse Street, Tenterfield - Lots A & B DP150057, Lot 33 DP 1138201 & Lot 1 DP 516621

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

SUMMARY

The purpose of this report is to present to Council Development Application (DA) 2021.132 for determination. The DA proposes a concept proposal (masterplan) for a mixed-use development including cinema, cafes, bowling alley, medical centre, pharmacy and child care centre including car parking.

Stage 1 comprises;

- Demolition of existing office, repair workshop, office and hardstand
- Alterations and additions to the main workshop building (cinema/café)
- landscaping

Stage 2 is subject to the lodgment of a further DA at a later time and comprises;

- child care centre
- pharmacy
- medical centre
- café
- bowling alley

The application is presented to Council for consideration and determination in accordance with Clause 3.3 of Council Policy 3.122 *Limit of Delegated Authority in Dealing with Development Applications, and Complying Development Certificates*. The application is considered to meet the provisions of an "application of public interest", whereby three (3) or more submissions objecting to the development have been received and being a commercial development exceeding \$500,000.00. The estimated cost of the development is \$9,867,000.00.

The DA has been assessed in accordance with the provisions of Section 4.15 of the *Environmental Planning & Assessment Act, 1979*, is permitted with consent in the RU5 Village Zone and is recommended to Council for approval subject to conditions.

Our Environment No. 4 Cont...

**OFFICER'S RECOMMENDATION:
That Council:**

- 1) Determine Development Application 2021.132 by way of issuing consent for the Concept Development Application and Stage 1 subject to conditions contained in Attachment 1; and**
- 2) Notify those persons who made a submission in relation to the proposal of Council's determination.**

BACKGROUND

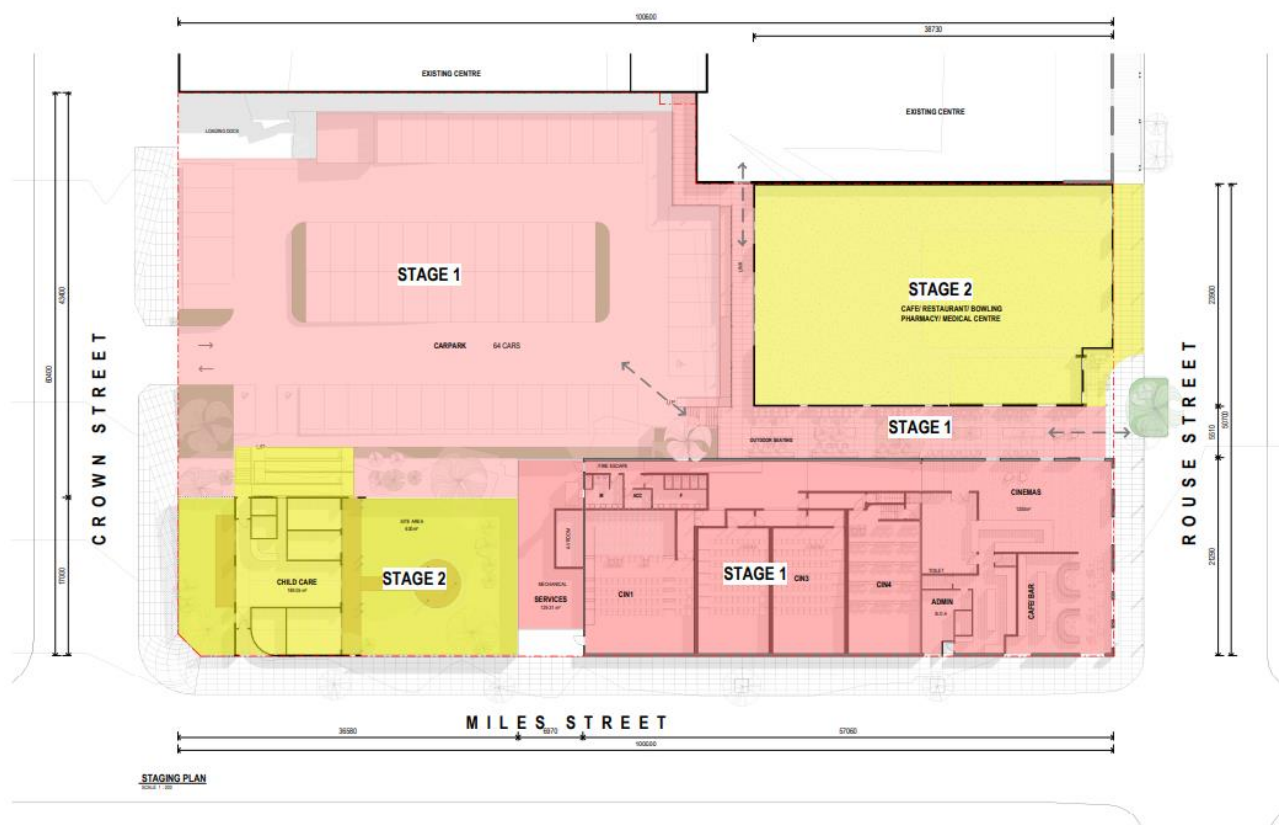
Background and the Site and Surrounding Development

1. The proposal comprises a "concept development application" which is a development application that sets out concept proposals for the development of a site, and for which detailed proposals for the site or for separate parts of the site are to be the subject of a subsequent development application or applications. The DA was lodged with Council on 14 October 2021.

The DA before Council is for both a concept DA and incorporates Stage 1 of the proposal. A further DA will be lodged for Stage 2. A full set of architectural plans can be found at Attachment 2.



Our Environment No. 4 Cont...



2. The application proposes the following uses as defined under *Tenterfield Local Environmental Plan 2013*;

entertainment facility means a theatre, **cinema**, music hall, concert hall, dance hall and the like, but does not include a pub or registered club.

recreation facility (indoor) means a building or place used predominantly for indoor recreation, whether or not operated for the purposes of gain, including a squash court, indoor swimming pool, gymnasium, table tennis centre, health studio, **bowling alley**, ice rink or any other building or place of a like character used for indoor recreation, but does not include an entertainment facility, a recreation facility (major) or a registered club.

Our Environment No. 4 Cont...

health services facility means a building or place used to provide medical or other services relating to the maintenance or improvement of the health, or the restoration to health, of persons or the prevention of disease in or treatment of injury to persons, and includes any of the following--

- (a) a medical centre,
- (b) community health service facilities,
- (c) health consulting rooms,
- (d) patient transport facilities, including helipads and ambulance facilities,
- (e) hospital.

centre-based child care facility means--

- (a) a building or place used for the education and care of children that provides any one or more of the following--
 - (i) long day care,
 - (ii) occasional child care,
 - (iii) out-of-school-hours care (including vacation care),
 - (iv) preschool care, or
- (b) an approved family day care venue (within the meaning of the *Children (Education and Care Services) National Law (NSW)*),

food and drink premises means premises that are used for the preparation and retail sale of food or drink (or both) for immediate consumption on or off the premises, and includes any of the following--

- (a) a restaurant or cafe,
- (b) take away food and drink premises,
- (c) a pub,
- (d) a small bar.

3. The site is located on the north western corner of the intersection of Rouse Street, Miles Street and Crown Street, Tenterfield, with an area of approximately 5618 square metres, over four (4) lots. A condition requiring consolidation of all lots has been recommended.



Our Environment No. 4 Cont...

4. The site currently contains buildings associated with the site's former use as a car display and sale yard and vehicle service centre. No business currently operates from the site.
5. Immediately surrounding land use comprises a mix of retail and commercial uses to the north and east; residential, motel accommodation and church to the south and parkland and Showground to the west.
6. The site is not a heritage item, however lies within and on the southern boundary of the Heritage Conservation Area as identified by Schedule 5 of *Tenterfield LEP 2013* and is subject to the provisions of Clause 5.10 of the LEP.
7. The application was notified and advertised in accordance with *Tenterfield Development Control Plan 2014*, after which time Council received sixteen (16) public submission, two (2) in support and fourteen (14) raising objection and/or concerns in relation to the proposal. A summary of submissions can be found at Attachment 3 and are further addressed below.
8. As a result of submissions received and internal review the applicant has provided additional information to address the concerns raised (Applicant's response to submissions – Attachment 4) and an amended set of plans as presented in Attachment 2.

REPORT:

Pursuant to the provisions of Section 4.15 of the *Environmental Planning & Assessment Act, 1979*, in determining a Development Application, Council must take into consideration such of the following matters as are of relevance to the development the subject of the Development Application. The application has been assessed under Section 4.15 of the EP & A Act, 1979, including consideration of the following matters:

(a) the provisions of:**(i) any environmental planning instrument**

The following State Environmental Planning Policies apply to the development;

- ***State Environmental Planning Policy (Infrastructure) 2007***
(Aims to facilitate the effective delivery of infrastructure across the State)

The provisions of Clause 101 state that the consent authority (Council in this instance) "...must not grant consent to development that has a frontage to a classified road unless it is satisfied that:

- (a) where practicable and safe, vehicular access to the land is provided by a road other than the classified road, and
- (b) the safety, efficiency and ongoing operation of the classified road will not be adversely affected by the development as a result of:
 - (i) the design of the vehicular access to the land, or
 - (ii) the emission of smoke or dust from the development, or
 - (iii) the nature, volume or frequency of vehicles using the classified road to gain access to the land, and

Our Environment No. 4 Cont...

(c) the development is of a type that is not sensitive to traffic noise or vehicle emissions, or is appropriately located and designed, or includes measures, to ameliorate potential traffic noise or vehicle emissions within the site of the development arising from the adjacent classified road.

The application was referred to Transport for NSW (TfNSW) where it was recommended that Council seek additional information to satisfy the above provisions. An updated Traffic Engineering Assessment was provided (Attachment 5), which has been assessed as adequate in relation to the original TfNSW recommendations as listed below.

It is considered that the provisions of Clause 101 have been satisfied.

Car parking spaces

"TfNSW recommend Council may wish to seek clarification from the applicant regarding the size of the separate uses within the cinema building and should be satisfied that the appropriate calculations have been undertaken for the car parking requirements of each proposed use for the entire concept development, prior to any consideration to decrease the parking requirements of the development."

Prior to any determination, Council should further consider any parking overflows the project may generate during peak periods, in conjunction with any existing parking restrictions and seek the advice of the Local Traffic Committee (LTC) to understand the true impacts of the parking requirements on the surrounding road network."

Comment: Chapter 6 – Access and Car parking of *Tenterfield DCP 2014* sets out the requirements for car parking for the development. Table 4 below, extracted from the Traffic Engineering Assessment, details the uses and required parking. Total required as per the DCP is 78 spaces, with 64 proposed to be provided on site, leaving a shortfall of 14 spaces.

Taking in to consideration the allowances in the DCP for a merits based assessment, the provision of 64 on site spaces is considered satisfactory when taking in to consideration the variation in the time of peak demand for parking associated with each facility and the likely 'cross use' between each facility ie. Customers are likely to use more than one component on the site when visiting (table 5 below demonstrates peak time variations). In addition the construction of kerb and channel on Miles Street northern and Crown Street eastern will allow for overflow parking of 16 spaces currently not formalised in these streets, bringing the total to 80.

Our Environment No. 4 Cont...

Table 4: Car Parking Assessment

Use	Size / No.	Car Parking Rates (Rates as per DCP unless stated)	Parking Requirement
Pharmacy	180.33m ²	1 space per 30m ² GFA	6 spaces
Café	142.68m ²	1 space per 30m ² GFA	5 spaces
Bowling Alley	154.5m ²	1 space per 10 seats or 1 space per 15m ² of main assembly area, whichever is the greater.	10 spaces (allows for 50 patrons)
Cinema	745m ² 278 seats	1 space per 10 seats or 1 space per 15m ² of main assembly area, whichever is the greater.	28 spaces (based on seats)
Medical Centre	392.80m ²	4.0 spaces per 100m ² – RTA Rate	16 spaces
Childcare	184.33m ² (adopt 50 children)	0.25 spaces per child – RTA Rate	13 spaces
TOTAL			78 spaces
Parking Provision			64 spaces
Shortfall			14 spaces

AS detailed in the table above, applying the car parking requirements for all uses as occurring concurrently results in a total car parking demand for 78 car spaces. Based on the provision of 64 shared spaces on-site this suggests a shortfall of 14 car spaces.

Table 5: Indicative Variation in Car Parking Demands

Use	Peak Demand	Weekday Demand			Weekend Demand	
		6am-10am	10am-4pm	4pm-6pm	9am-5pm	5pm-10pm
Pharmacy	6 spaces	3 50%	6 100%	6 100%	6 100%	3 50%
Café	5 spaces	3 50%	5 100%	3 50%	5 100%	5 100%
Bowling Alley	10 spaces	2 15%	5 50%	5 50%	10 100%	10 100%
Cinema	28 spaces	4 15%	14 50%	14 50%	28 100%	28 100%
Medical Centre	16 spaces	11 70%	16 100%	11 70%	11 70%	11 70%
Childcare	13 spaces	13 100%	8 60%	13 100%	0 0%	0 0%
TOTAL	78	36	54	52	60	57

"TfNSW recommend Council be satisfied that the development application has sufficiently addressed the impacts on the road network of the traffic generated"

Our Environment No. 4 Cont...

by the individual tenancies / uses and the cumulative impacts of the whole development.

Council may wish to consider requesting the applicant undertake further sensitivity analysis of the surrounding road network and the proposed traffic generated by the development to determine whether the road network can accommodate the development. It is recommended this information should be presented as a Network Diagram, Road Safety Assessment and Austroads Turn Warrants Assessment, SIDRA intersection analysis (where applicable) in addition to supplementing any updates and additional information identified to be missing from the existing TIA."

Comment: Consideration of the traffic impacts and the existing traffic conditions has now been incorporated into the report. This includes an assessment for the warrants for turn lane treatments.

Council is satisfied that an 'unchannelised and unflared' intersection treatment is acceptable for Miles Street subject to the concurrence of TfNSW. A further assessment on traffic implications will take place upon lodgement of the DA for Stage 2 of the development.

"TfNSW recommend Council consider whether further assessment is required to address the safety of pedestrians accessing the site from the classified road and the surrounding road network. The Road Network assessment in the TIA could be further expanded to include a Road Safety Assessment of the surrounding road network and include any mitigation measures to address any safety concerns identified."

Comment: There is limited public transport within Tenterfield and it is not expected that customers or staff would primarily use public transport when accessing the site. It is also considered that suitable pedestrian crossing opportunities are available under the existing conditions. Given the car parking provided on-site the majority of customers and staff would park within the on-site areas or on-street along the site's frontage. Pedestrian crossing located outside the School of Arts building allows for crossing in this block on Rouse Street.

- ***State Environmental Planning Policy No. 55 – Remediation of Land (Aims to provide for a Statewide planning approach to the remediation of contaminated land.)***

Clause 7 of SEPP 55 states;

- (1) *A consent authority must not consent to the carrying out of any development on land unless—*
 - (a) *it has considered whether the land is contaminated, and*
 - (b) *if the land is contaminated, it is satisfied that the land is suitable in its contaminated state (or will be suitable, after remediation) for the purpose for which the development is proposed to be carried out, and*

Our Environment No. 4 Cont...

(c) if the land requires remediation to be made suitable for the purpose for which the development is proposed to be carried out, it is satisfied that the land will be remediated before the land is used for that purpose.

Council, as the consent authority, must be satisfied that the land is suitable for the intended use. The applicant has undertaken a Preliminary Site Investigation which identified that further investigation was warranted. A Phase 2 Detailed Site Investigation was then undertaken, taking in to consideration the intended uses proposed. The investigation report (Attachment 6) identifies testing of soil, surface water and groundwater sampling with results deeming that the site is suitable for the intended use, with a recommendation for further testing once demolition of certain components is undertaken that could not be accessed at the time of testing.

Further soil sampling is required when infrastructure such as wash down collection sump, wash down drains and oil storage tank are removed to validate that the site is suitable for its intended use. Sampling is also required below any slabs removed that were not assessed during this investigation. (Detailed Site Investigation, Ecoteam, 148 Rouse Street, Tenterfield, 22/10/2021)

- **State Environmental Planning Policy (Educational Establishments and Child Care Facilities) 2017**
(Aims to facilitate the effective delivery of educational establishment and early education and care facilities across the State)

Prior to determining a DA for a 'centre-based child care facility' Council must take in to consideration any applicable provisions of the Child Care Planning Guideline. The child care facility forms part of the concept proposal, with further approval sought at Stage 2 of the development in a subsequent DA. The concept proposal has considered the key requirements of the Guidelines, including the provision of adequate indoor and outdoor space and the suitability of the site for the proposed use.

The following Local Environmental Plan applies to the development.

Tenterfield Local Environmental Plan 2013 (LEP)

The subject site is known as Lots A & B DP150057, Lot 33 DP 1138201 & Lot 1 DP 516621, 148 Rouse Street, Tenterfield and is subject to the provisions of *Tenterfield Local Environmental Plan 2013*. The land lies within the RU5 Village Zone, where the proposed development of an 'entertainment facility', 'recreation facility (indoor)', 'centre-based child care facility' and 'food and drink premises' are permitted with consent in the zone.

The site is subject to the RU5 Village zoning table provisions, which state;

Zone RU5 Village

1 Objectives of zone

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To enable development of a scale that is compatible with the general residential character of village areas and that will not prejudice the viability of established shopping and commercial centres.

2 Permitted without consent

Our Environment No. 4 Cont...

Building identification signs; Environmental protection works; Home occupations; Roads; Water reticulation systems

3 Permitted with consent

Centre-based child care facilities; Community facilities; Dwelling houses; Liquid fuel depots; Neighbourhood shops; Oyster aquaculture; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Respite day care centres; Schools; Tank-based aquaculture; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Cellar door premises; Correctional centres; Crematoria; Eco-tourist facilities; Farm buildings; Farm stay accommodation; Forestry; Heavy industrial storage establishments; Heavy industries; Resource recovery facilities; Roadside stalls; Rural workers' dwellings; Waste disposal facilities; Wharf or boating facilities

The proposed development is permitted with consent and consistent with the objectives of the zone in the provision of a facility associated with a rural village. The development is of a scale that is compatible with the general residential character of the Tenterfield township and does not prejudice the viability of established shopping and commercial centres in that it adjoins the established Tenterfield central business and retail district.

Clause 5.10 Heritage conservation (Tenterfield LEP 2013)

(4) Effect of proposed development on heritage significance The consent authority must, before granting consent under this clause in respect of a heritage item or heritage conservation area, consider the effect of the proposed development on the heritage significance of the item or area concerned.

Council's Heritage Advisor, Deborah Wray - Clarence Heritage, provided a Heritage Referral on 3 November 2021 in response to the original submitted Development Application and accompanying Statement of Heritage Impact (SOHI) by Urbis Pty Ltd. (Attachment 7 – Original Heritage Referral) This referral advice raised several issues and provided extensive historical information relating to the significance of the site with acknowledgment to contribution by local community members.

The following recommendations were made;

- **A detailed assessment of the significance and fabric of the building, the potential impact of the proposed development on the significance of the HCA and heritage items in the vicinity of the site, and an assessment of the archaeological potential of the site should be provided in an updated SOHI.**
- **The historic building façade should be retained and restored and integrated with the new development to maintain a linkage to the historical significance of the site and conserve early fabric of the town centre.**
- **A heritage interpretation plan should be provided with the application to convey the significance of the site in the proposed development.**

Our Environment No. 4 Cont...

- **A detailed schedule and samples of all external finishes and colours, sympathetic to the Tenterfield Heritage Conservation Area are to be provided for prior approval.**

Follow up discussions were held with Council and the applicant on 14 December 2021. With regard to the archaeological potential the applicant confirmed that no excavation or removal of the existing concrete slab is proposed. The requirement for an archaeological potential report was removed on this basis. The issue can be appropriately managed by a condition for to address any unexpected finds during works covered by statutory provisions of the *Heritage Act 1977*.

Updated Statement of Heritage Impact (SOHI) Urbis Pty Ltd

An updated SOHI dated 02.02.2022 was submitted which has provided a more detailed review of the significance of the site and assessment of the potential impacts to the Tenterfield Town Centre statutory Heritage Conservation Area (Attachment 8 – Updated Heritage Impact Statement 1/2/22). This report has been reviewed and generally concur with its findings with comments below (refer to Updated Heritage Referral – Attachment 9);

Section 4.2 of the SOHI acknowledges the heritage significance of the site which demonstrates that that the site has historical, historical associative, aesthetic (limited), and social significance.

The historical and associative significance of the site with Messrs Sexton and Green, and its continuous use for over 100 years, and relationship to the local community attached to this site are considered to hold strong local heritage significance. Whilst the use has now ceased, this historic evidence will be conserved by retention of the principal parapeted façade. The associative and social significance will be retained through a proposed heritage interpretation strategy which will tell the story of the place and increase the understanding of the place for future generations.

It is agreed that with the exception of the extant main principal façade, the site has a fairly low level of aesthetic significance or integrity and it is unlikely to meet this criteria. The careful conservation of the principal façade requirement has been accepted by the proponent and is incorporated into the development with a sympathetic awning. This is strongly supported and will provide an ongoing historic link to the former use of the site.

The proposed new building form and detailing is considered complementary and harmonious in the context of its setting and will enhance the main street precinct, enclosing a currently open void in the streetscape, and framing this entry to the commercial precinct. It is considered that the proposed development will not have any adverse impacts on the fabric, setting or views of the Tenterfield Heritage Conservation Area and Heritage Items in the vicinity of the site.

It is noted that Section 4.3 (page 21) concludes that the subject site does not meet the threshold for individual listing under any of the criteria. Whilst a proposed for individual listing of this site has not actively been sought, it is noted that an item will be considered to be of State or local heritage significance if it meets one or more of the assessment criteria (Ref Assessing Heritage Significance Heritage Office 2001.page 9.)

Our Environment No. 4 Cont...

It is considered that the subject site does meet one or more criteria, particularly for its historical and associative significance at a local level, and also is an example of a place which demonstrates the assessed significance of the Town Centre Heritage Conservation Area.

It retains a core of buildings with fine examples of commercial, governance, education, ecclesiastical, domestic and social development dating from the 1850s to the 1950s which demonstrate confidence in the development of a township in the northern tablelands during this period (SHI 2490394)

The SOHI proposes three (3) detailed recommendations which address making an archival report of the existing building, the development of a Heritage Interpretation Strategy and the careful conservation of the principal parapeted façade. These recommendations are fully supported and have been included as conditions of consent with some additional requirements.

New England North West Regional Plan 2036 and Draft New England North West Regional Plan 2041

The proposed development is consistent with the intent of the NENW Regional Plan 2036 and Draft New England North West Regional Plan 2041 which aims to support growing regional economies and associated services required for the communities across the region.

Tenterfield Local Strategic Planning Statement 2040 (LSPS)

The Tenterfield Shire Local Strategic Planning Statement (LSPS) was adopted by Council on 26 August 2020 and identifies land use needs in the Tenterfield Shire for the next 20 years. It demonstrates how Council's vision aligns with the New England North West Regional Plan and identifies the basis for strategic planning in the area, the planning priorities and actions required to achieve these priorities.

The proposal aligns with and implements key LSPS planning priorities outlined for Tenterfield, including the following:

- Planning Priority 4: Enhanced business and lifestyle opportunities
 - Action: *Identify the most suitable areas within the LGA for future employment development purposes and investigate physical or infrastructure servicing needs.*
- Planning Priority 5: Infrastructure to support industry and community.
 - Action: *Work with stakeholders to update the transport network as demand changes, including:*
 - *improved east-west route connectivity for the Bruxner Highway;*
 - *improved tourist, trade and transport links along the Mt Lindesay Road corridor to provide access to South East Queensland;*
 - *improving the amenity of the main street of Tenterfield*

Our Environment No. 4 Cont...

(ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and

No proposed or draft instruments applicable.

(iii) any development control plan,

Tenterfield Development Control Plan 2014 (DCP) applies to the subject land and development proposal, with the following sections of relevance;

Chapter 2 - Notification Procedures

Table 1 identifies that an 'entertainment facility', 'recreation facility,' 'centre-based child care facility' and 'food and drink premises' are required to be notified in the RU5 Village Zone. In addition to written notification to adjoining and nearby owners, the proposal was publicly advertised from 20 October 2021 to 2 November 2021. The DA was available for inspection at Council's offices and on Council's website. All submissions received during the advertising and notification period have been taken in to account in the assessment of the application and are addressed below under section (d).

Chapter 5 – Development in Commercial and Industrial Areas

The development is consistent with the provisions of Chapter 5, with the following sections of relevance;

Development on land adjoining Residential development

Consideration for the surrounding uses has been assessed, with the proposed operating hours as follows;

- Cinema – 10.00am to 11.30pm 7 days/week (occasional later finish but no later than midnight).
- Café attached to Cinema – 10.00am and 10.00pm 7 days/week
- Together the Cinema and Café will have a maximum of 15 staff working at any one time.

The cinema building is intended to be insulated and engineered for its purpose and it is unlikely that there will be any external noise impacts generated by operation of the cinemas. However, a condition has been placed on the consent requiring certification that acoustic treatments have been put in place to ensure that the development will comply with the NSW EPA Sleep Disturbance criteria as outlined in the NSW EPA Noise Policy for Industry.

Noise may be generated from patrons leaving during the evening, however the site layout with the central car park means that noise impacts will be largely contained within the built form and within the site. No access or egress from the

Our Environment No. 4 Cont...

site will direct persons or vehicles directly on to the Miles Street frontage where the closest residents are located, thereby mitigating potential noise and glare from vehicle lights. Noise from the Stage 2 childcare facility will be addressed at a later stage and an acoustic assessment considering the potential impacts of the centre required to be prepared.

Light spill has the potential to impact on residential receptors, however the location of the car park internal to the site will limit any reflection to Miles Street residents. A lighting design has been included in support of the application which indicates compliance with relevant standards. A condition has been recommended to ensure that light spill does not impact on adjacent residential premises.

It is considered that the proposal will have a negligible impact on adjoining residential development.

Stormwater

A report has been prepared and lodged in support of the application to evaluate the performance of the existing stormwater services and provide a draft stormwater drainage layout for the development.

The existing stormwater system drains a 59.41ha section of Tenterfield's streets as shown below and is one of the oldest pieces of stormwater infrastructure in town. The original brick arch structure under Rouse Street was constructed in the early 1900's and was extended with a 3750 x 1700 formed box culvert under the site in the 1950's. Culverts to the east and in Crown Street were installed in the 1970's, with extensions carried out in Crown Street in conjunction with the then Bi-Lo (Coles) development in 2005 and the open drain section currently evident on the site was rock lined at the same time.

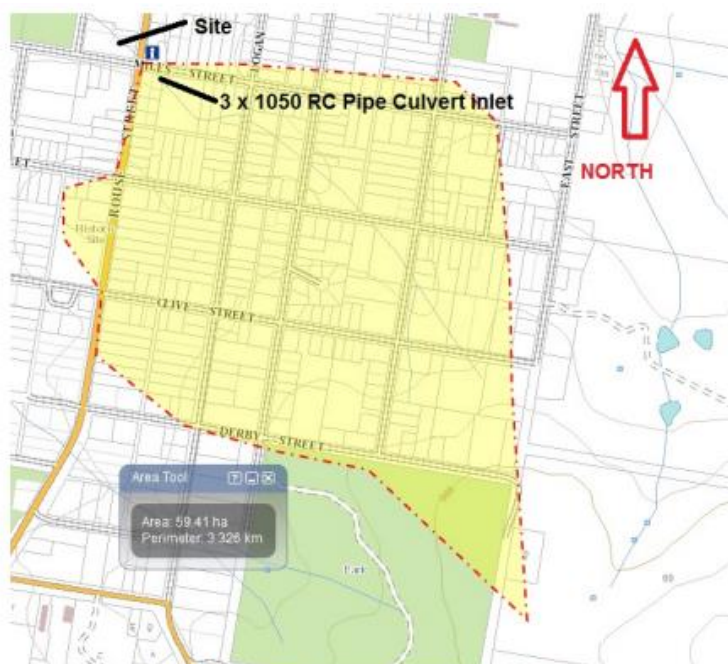


Image 1 Catchment area for existing culvert system

Our Environment No. 4 Cont...

It is proposed to replace the open drain section from the western side of the existing buildings on 148 Rouse St to the twin cell 1500 RCP with a 1200mm high x 3000mm wide Reinforced Concrete Box Culvert on a poured concrete base. The culverts will then have a carpark constructed over them.



A condition has been recommended which requires a stormwater management plan addressing the following;

- Given the critical nature of a development proposed over a natural watercourse through the main centre of the town, verification of stormwater integrity is required.
- Independent review of the stormwater calculations shall be undertaken given the critical nature of the structures restricting any major overflow or bypass flows, and the resulting risk to the public.
- The integrity of the building and car park over both proposed and existing stormwater structures is to be verified. Verification is to be provided as to how regular maintenance of the stormwater channel will be maintained in perpetuity by the registered proprietor of the land.

Chapter 6 – Access and Parking

The proposal includes 64 on site car parking spaces as detailed in the assessment above. It is considered that car parking as proposed is sufficient to cater for the development as addressed above.

Chapter 7 – Development and Heritage Conservation

Matters relating to heritage assessment have been addressed above.

Our Environment No. 4 Cont...

(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),

Consistent with the regulations.

(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,

Context and Settings

The site has a history of operation as a commercial/retail premises for over 100 years and the redevelopment of the site incorporates historic elements to reflect this. The predominant public views of the development are from the three street frontages, with the Rouse Street frontage designed as the front. The size and scale of the proposal is in keeping with the retail and commercial form, bulk and scale of the locality, whilst respecting residential neighbours.

Waste & Security

The application is supported by an Operational Waste Management Plan which sets out high level waste management arrangements relating to waste and recycling on the site. General waste is to be collected by a private contractor weekly, with bins stored in a designated area adjacent to the existing loading dock for the Coles development to the north.

The EP & A Act requires councils to consider and implement Crime Prevention Through Environmental Design (CPTED) principles when assessing DAs. CPTED seeks to influence the design of buildings and places by;

- increasing the perception of risk to criminals by increasing the possibility of detection, challenge and capture
- increasing the effort required to commit crime by increasing the time, energy or resources which need to be expended
- reducing the potential rewards of crime by minimising, removing or concealing 'crime benefits'
- removing conditions that create confusion about required norms of behaviour.

CPTED principles have been adopted in the proposal as detailed below;

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Table 12 CPTED Principles

Principle	Definition	Assessment of Proposal
Surveillance	Natural surveillance is a by-product of well-planned, well-designed and well-used space. It involves maximising opportunities for passers-by and users to observe what happens in an area (the 'safety in numbers' concept). Higher risk locations can also benefit from organised surveillance, which involves the introduction of formal measures such as on-site security guards or CCTV.	The site is defined by a central pedestrian pathway leading from Rouse Street through the carpark. The creation of the connection to the adjacent shopping centre will encourage pedestrian activity within the site and casual observation of the area. CCTV cameras may be employed to further secure the development site. The entrances have been designed to reduce pedestrian blind spots and avoid the creation of spaces for concealment. Clear sightlines will be available through the site from Rouse Street to the carpark. All areas will be adequately lit, and sign
Access Control	Designing space to control who enters and prevent unauthorised access. This can be achieved through natural barriers, mechanical controls or formal controls.	Entrances to the different parts of the development will be clearly defined and appropriately controlled. The pedestrian access to the adjacent shopping centre will be locked and secured after hours.
Territorial Reinforcement	The way in which a community demonstrates ownership over a space. Places that feel owned and cared for are likely to be used, revisited and protected. This can be expressed through good maintenance, landscaping and wayfinding.	The proposal includes a central landscaped area with seating and paving to clearly define a pathway through the site. The ground floor and public domain adjoining the building entrances and road frontages will be actively lit at night, aligning to Australian Standards. This will enable visibility of key pedestrian connections and main access locations to visitors.
Space and Activity	Ensures that space is appropriately utilised and cared for. Space and activity management involves monitoring the site usage, managing site cleanliness and repairing vandalism and broken physical elements to decrease fear of crime.	The landscaping will be maintained to provide a cared for, attractive outdoor space. The plans to enhance the public domain outside of the site boundary will integrate the site with the streetscape and demonstrate commitment to providing a quality, cared for built environment.

The site layout responds to the CPTED principles and the proposal will provide a safe and secure environment for employees and visitors. A condition requiring CCTV cameras to be installed will ensure the pedestrian pathway from Rouse Street to the Car park remains secure. Alternative methods may be implemented in to the future by way of restricting access to this area out of hours. NOTE: the pedestrian link between the car park and the Coles shopping centre to the north was contained in the original proposal, however was deleted in the modified design to address concerns from tenants of the facility.

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(c) the suitability of the site for the development,

The site adjoins and is adjacent to a mix of uses, including commercial, retail, motel, residential and Church premises. The site has historic use for commercial and retail purposes and has operated without any issues reported to Council in terms of customers, noise, parking, traffic or other general matters associated with the operation of the previous business uses. The site is considered suitable for the proposed development and has been sympathetically designed to take in to account the variety of surrounding uses and their sensitivities.

(d) any submissions made in accordance with this Act or the regulations,

The application was notified in writing to owners in the vicinity of the proposed development and publicly advertised in Your Local News and on Council's website, with a total of sixteen (16) submissions received – two (2) in support and fourteen (14) raising objection/concerns (submissions can be found at Attachment 3) as per below;

Many of the matters raised in the submissions have been dealt with above in the assessment of the application, however in summary the matters raised include the following;

- Adverse impacts on existing business in Tenterfield (competition impacts)
- Heritage impacts
- Amenity impacts (traffic, noise)

Support

- Creation of jobs for trades and associated businesses
- Better leisure opportunities for young people
- Medical centre could provide opportunity for specialist services not currently available.
- New recreation and leisure hub for the community
- More choice of dining and entertainment
- Provides a 'shot in the arm' the town needs post drought, fire and Covid.
- Employment, community services and entertainment for community.

Objection

Economic Impacts

- Town not big enough to support proposal
- Unnecessary/not commercially viable
- Impacts on existing cinema and School of Arts
- Impact on existing businesses
- Medical centre not attract doctors
- Question over viability of another pharmacy
- Bowling alley not suitable for demographics
- Concern over fast food outlet possibility.
- Don't need another child care centre

Comments

The proponent of the development has determined that the site has potential for the development and will be responsible for managing the economic feasibility of the

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proposal. The ongoing use of the School of Arts (SOA) does not exclusively rely on functioning as a cinema and has only done so for a small part of its history.

Matters relating to competition with existing businesses are not a matter for planning consideration, the market will determine the ongoing viability of any business, this applies to retail, cafes, medical centres and child care centres.

The pharmacy comprises Stage 2 of the development and consideration of any legislative requirements will be made at a future stage.

There is no fast food franchise proposed as part of the development, 'take away food and drink premises' are defined separately under *Tenterfield LEP 2013* and the applicant has provided a response to this concern stating that a fast food premise is not proposed. This application proposes a 'café' which is defined separately.

Heritage Impacts

- Heritage Impact Statement (HIS) should address impact on SOA
- HIS contains errors in reference to photographs
- Heritage consultant should have consulted with local groups
- Design is not complimentary to heritage

Comments

It is considered to be outside the scope of the HIS to determine the economic viability or feasibility of use of multiple cinema venues and as mentioned above the SOA building is not exclusively reliant on the operation of a cinema.

A review of the photographs indicates they are consistent with the records held by the State Library of NSW and Queensland and the HIS relied on established sources and repositories.

The applicant was afforded an opportunity to address concerns raised in the submissions received and a revised design and update HIS was provided to Council. The retention of the existing façade in the updated design is considered to be consistent with the scale and form of the town centre.

Environmental Impacts

- Concerns over potential impacts on water supply
- Traffic and parking impacts
- Noise impacts
- Alcohol use associated with proposal
- Light spill

Comments

Water supply to the site will be provided and infrastructure upgraded as required to support the development. Traffic, parking, noise and light impacts have been addressed above.

Any sale or consumption of alcohol will be subject to appropriate liquor licencing, the development does not proposal a pub or bar with a specific focus on alcohol sales.

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Site Details, Landscaping, Operational Details and Assessment/Consultation

- Area of site is incorrectly stated as 5.68ha
- Proposed colour scheme not shown
- Species proposed on landscape plan are unsuitable for local conditions
- Onsite water collection for landscaping and cleaning would be advantageous
- Hours of operation not clear for stage 2
- Underground power
- Decisions not made behind closed doors
- Council's involvement in SOA Joint Management Committee – conflict of interest
- Notification not long enough

Comments

- Noted – error – site is 5618 square metres.
- Colours and material are indicated in Architectural Plans – a condition requiring full details of colours and samples is recommended, consistent with heritage palette.
- Landscaping – condition of consent requires local species to be used, consistent with main street plantings.
- Consideration of on site water collection to be considered by the applicant, although not mandatory as is the case with residential development.
- Stage 2 will details hours of operations and details of that part of the development.
- Proposal does not include underground power
- Assessment and determination of the application will be made in open Council meeting.
- Any potential conflicts of interest are required to be declared.
- The DA was advertised and notified for the timeframe required under *Tenterfield DCP 2014* for a period of fourteen (14) days – 20 October 2021 to 2 November 2021.

(e) the public interest.

It is considered that the proposal is in the public interest for the following reasons;

- It provides for the orderly and economic use of land for permissible uses under *Tenterfield LEP 2013* and in a form which is cognisant of, and does not impact unreasonably on, surrounding land.
- It is consistent with the strategic directions and planning priorities identified in the New England North West Regional Plan and the Tenterfield LSPS.
- It achieves a high level of compliance with the objectives and development standards of relevant planning controls including the Tenterfield LEP 2013 and the Tenterfield DCP 2013.
- The proposal will provide a social and cultural community destination in an accessible and strategic location in the centre of Tenterfield.
- The proposal achieves a high standard of design and will make a positive contribution to the site and surrounding context.

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- It is compatible with the existing commercial mixed use character of the Tenterfield town centre and does not create any significant adverse impacts on the environment or adjoining properties.
- No adverse environmental, social or economic impacts will result from the proposal. Accordingly, it is considered that the proposed development is in the public interest

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

As assessed above.

2. Policy and Regulation

- Council Policy 3.122 Limit of Delegated Authority when Dealing with Development Applications and Complying Development Certificates applies with the application presented to Council under the provisions of Section 3.3;

3.3 Applications of public interest

Applications whereby three (3) or more submissions are received objecting to the development on valid planning grounds:

Application assessed by Planning and Regulation Services Staff and considered by full Council.

Applications of public interest being commercial developments exceeding \$500,000:

Application assessed by Planning and Regulation Services Staff and considered by full Council.

3. Financial (Annual Budget & LTFFP)

No implications.

4. Asset Management (AMS)

No implications.

5. Workforce (WMS)

No implications.

6. Legal and Risk Management

There are no appeal rights by objectors on Council's determination as the development is not a designated development. An applicant who is dissatisfied with Council's determination has avenues for appeal under the provisions of Section 8.7 of the *Environmental Planning & Assessment Act, 1979*.

7. Performance Measures

No implications.

8. Project Management

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No implications

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Tamai Davidson	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	<ol style="list-style-type: none"> 1 Attachment 1 (Attachment Booklet 1) Conditions of Consent 21 Pages 2 Attachment 2 (Attachment Booklet 1) Architectural Plans 11 Pages 3 Attachment 3 (Attachment Booklet 1) Summary of Submissions 18 Pages 4 Attachment 4 (Attachment Booklet 1) Response to submissions - applicant 8 Pages 5 Attachment 5 (Attachment Booklet 1) Updated Traffic and Car Parking Assessment - 148 Rouse Street, Tenterfield_AI-304069 4 Pages 6 Attachment 6 (Attachment Booklet 1) Detailed Site Investigation Report - Contamination 178 Pages 7 Attachment 7 (Attachment Booklet 1) Original Heritage Referral Nov 21 29 Pages 8 Attachment 8 (Attachment Booklet 1) Updated Heritage Impact Statement 1_2_22 - 148 Rouse Street Tenterfield Feb2022_AI-288931 (1) 38 Pages 9 Attachment 9 (Attachment Booklet 1) Updated Heritage Referral 148 Rouse Street, Updated DA and SOHI Feb 2022 6 Pages 	

Department:	Office of the Chief Executive
Submitted by:	Manager Economic Development & Special Projects
Reference:	ITEM ENV5/22
Subject:	TENTERFIELD SHIRE COUNCIL ECONOMIC DEVELOPMENT ACTIVATION AND STIMULUS PACKAGE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Economy - ECON 6 - Tenterfield Shires economic base is robust, growing and supports the creation of a variety of employment and business opportunities.
CSP Strategy:	Implement tools to simplify development processes and encourage quality commercial, industrial and residential development.
CSP Delivery Program	Provide for and facilitate future economic growth throughout the Shire.

SUMMARY

The purpose of this report is to advise Council on the take up of Council's 'Economic Development and Stimulus Package – 22 July 2020' and seek a resolution for the cessation of the package.

Since commencement of the package, a total of twenty (20) new residential lots have been approved by subdivision and Tenterfield has seen significant growth in the property market and the contributions payable are now more reflective of market values. The reinstatement of the rates as determined under the Development Servicing Plans for Water and Sewer are recommended to be reinstated.

OFFICER'S RECOMMENDATION:

That Council's Economic Development and Stimulus Package cease to operate on 30 June 2022.

BACKGROUND

At its ordinary meeting of 22 July 2020 Council considered a report to encourage investment and stimulate our key target groups by implementing discounts on Section 64 Water and Sewer contributions in relation to all new developments in the RU5 Village zones across Tenterfield Shire LGA, a copy of the report is contained in Attachment 1.

At its meeting the following was resolved;

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- (1) Implements, effective immediately but not retrospectively, a 75% discount on Section 64 Water & Sewer Contributions in relation to all new developments on an existing parcel of land in the RU5 Village Zone within the Tenterfield Shire with 50% of the Section 64 Water & Sewer Contributions paid up front. A refund of the remaining discounted amount will be paid if the Occupation Certificate has been issued within the two (2) year period.

To be clear, 50% of the full Section 64 Water & Sewer Contributions will be required up front on such developments but if within two (2) years an Occupation Certificate has not been issued, the full amount of these Contributions will become due and payable based on the Section 64 Water and Sewer Contribution amounts adopted in the Operational Plan at the expiry of the two (2) year period; and

- (2) Introduces a Contributions discount of 75% (rounded where applicable) effective immediately but not retrospectively on the full Section 64 Water and Sewer Contributions on all new subdivisions in the RU5 Village Zone within Tenterfield Shire Council; and

(Greg Sauer/Bob Rogan)

At the same meeting Council adopted the following Plans:

- Section 7.11 Development Contributions Plan (Subdivisions)
- Section 7.12 Development Contributions Plan (General Development)
- Development Servicing Plan – Sewerage Services
- Development Servicing Plan – Water Supply

The plans were prepared and audited externally in accordance with the requirements of the *Environmental Planning & Assessment Act, 1979* and the 2016 *Developer Charges Guidelines for Water Supply, Sewerage and Stormwater* issued by the Minister for Lands and Water, pursuant to Section 306(3) of the *Water Management Act, 2000*. The resultant contributions are determined by a strict methodology as set out in the Acts above.

Under the NSW *Local Government Act 1993*, Section 64 enables local governments to impose charges on developments for the provision of water-related infrastructure (water and sewer services).

Under the NSW *Environmental Planning & Assessment Act, 1979*, Sections 7.11 and 7.12, local governments can levy charges on developments for the provision of public facilities and infrastructure.

The Development Servicing Plans cover water and sewer supply developer charges in regard to the Tenterfield, Urbenville and Jennings areas serviced by Council.

The 7.11 and 7.12 Plans allow Council to impose a condition of development consent requiring contributions for certain development.

Discounts were only applied to the DSP's in line with the resolution above.

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REPORT:

The adoption of the discounts arose after engagement sessions and feedback from community members highlighted that initiatives to attract new residents and businesses to the area would be a positive influence for future investment. This allowed those investors to develop with some degree of certainty.

Current contributions and applied discounts are as follows;

Name	2021/2022 Fee	Discounted Fee
Sewerage per ET – Tenterfield	\$12,400.00	\$3,100.00
Water per ET – Tenterfield	\$10,866.00	\$2,716.00
Sewerage per ET – Urbenville	\$0.00	NA
Water per ET – Urbenville	\$10,866.00	\$2,716.00
Water per ET – Jennings	\$4,154.00	\$1,038.00

ET = the demand or loading a development will have on infrastructure in terms of the water consumption or sewage discharge for an average residential dwelling or house.

Discounts were segregated according to the type of development, being New Building Discounts and New Subdivision Discounts.

New Building Discounts

Discounts in relation to building works are subject to the resolution above, however since implementation of the package, only on (1) application was made utilizing this provision. This was implemented for a dual occupancy development.

An example of how the discount applies is as follows;

Example: The total Water and Sewer Contributions in Tenterfield on one (1) additional dwelling (dual occupancy) is \$23,266.00. The developer would be required to pay up front an amount of \$11,633.00 being 50% of the total Developer Contribution for water and sewer.

If within two (2) years an Occupation Certificate has been issued, a refund of \$5,816.50 will be provided. But if an Occupation Certificate has not been issued, an additional amount of \$11,663.00 (plus indexation) will be charged to the developer.

New Subdivision Discounts

A total of 16 development applications for subdivisions have taken advantage of the incentives contained in the stimulus package have been applied to the consent. A total of twenty (20) new lots have been approved and are at varying stages of being finalized. If it is assumed that all those approved under the stimulus package proceed, the total discounts applied for water and sewer (contributions foregone) = \$348,990.

During the community engagement process some emphasis was placed on the importance of making developer contributions affordable to allow for a variety of housing choices in the shire. Eg. Multi unit developments, particularly those which may attract a more mature resident. However, the statistics demonstrate that no applications for multi unit housing, apart from an owner constructed dual occupancy.

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If the stimulus package ceases the following reflects the contributions payable for one (1) additional lot created within the Tenterfield Village Zone;

Name	2021/2022 Fee
Sewerage per ET – Tenterfield	\$12,400.00
Water per ET – Tenterfield	\$10,866.00
Section 7.11 contributions	\$2,244.00
TOTAL	\$25,510.00 per lot

Current land prices for vacant land in Tenterfield range as below;

\$89,000.00 – 623 square metres.

\$98,500.00 – 872 square metres.

\$115,000.00 – 1,119 square metres.

\$148,000.00 – 3,805 square metres.

Source: realestate.com.au 14/3/2022

New residential development (1 additional dwelling – dual occupancy) within the Tenterfield Village Zone;

Name	2021/2022 Fee
Sewerage per ET – Tenterfield	\$12,400.00
Water per ET – Tenterfield	\$10,866.00
Section 7.12 contributions	1% of estimated cost
TOTAL	\$23,266.00 + 1% estimated cost per lot

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

Community consultations and targeted discussions were held with builders, estate agents, developers and interested parties leading up to the adoption of the DSPs in July 2020. In terms of the final figures contained in the plans they are reflective of the actual infrastructure costs in accordance with the relevant guidelines and could not be adjusted in the DSP itself, hence the adoption of the Stimulus Package.

2. Policy and Regulation

The following adopted plans are relevant:

- Development Servicing Plan – Sewerage Services July 2020
- Development Servicing Plan – Water Supply July 2020

3. Financial (Annual Budget & LTFFP)

Cessation of the Stimulus Package reverts contributions payable under the DSPs to the adopted amount, meaning each new lot created in the RU5 Village Zone would be levied a contribution in line with the table above. Fees for the 2022/23 FY will be increased by CPI from the table above.

It should be acknowledged that the costs of additional users to the water and sewer funds need to be met by existing network users or be taken up by those

Our Environment No. 5 Cont...

new users. As a result, any subsidies levied will be borne by existing users over the course of time.

Developers do have the opportunity under the *Valuation of Land Act 1916 No. 2 (NSW)* to have some support in the development phase via the rating system, most notable Division 3 – Allowances for profitable expenditure, section 14L and Division 4 Allowances for Subdivision – Clause 14T, where lots qualify for allowances.

4. Asset Management (AMS)

Section 64 contributions collected under the DSPs are used for the provision, extension and/or augmentation/refurbishment of public infrastructure. Some funds can also be used to recoup the costs of public infrastructure provided in anticipation of future development and increased needs.

5. Workforce (WMS)

No implications.

6. Legal and Risk Management

No implications.

7. Performance Measures

No implications.

8. Project Management

No implications.

**Daryl Buckingham
Chief Executive**

Prepared by staff member:	Bruce Mills	
Approved/Reviewed by Manager:	Daryl Buckingham, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Original Council Report - ECO11/20 Tenterfield Shire Council Economic Development Activation and Stimulous Package	7 Pages
	2 ORIGINAL RESOLUTION - SIMULOUS PACKAGE 138-20	2 Pages

COUNCIL

22 JULY 2020

Department:	Office of the Chief Executive
Submitted by:	Manager Economic Development & Community Engagement
Reference:	ITEM ECO11/20
Subject:	TENTERFIELD SHIRE COUNCIL ECONOMIC DEVELOPMENT ACTIVATION AND STIMULUS PACKAGE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Economy - ECON 6 - Tenterfield Shires economic base is robust, growing and supports the creation of a variety of employment and business opportunities.
CSP Strategy:	Implement tools to simplify development processes and encourage quality commercial, industrial and residential development.
CSP Delivery Program	Provide for and facilitate future economic growth throughout the Shire.

SUMMARY

The purpose of this report is to propose that:

- A 100% discount on Section 64 Water & Sewer Contributions be applied in relation to all new developments on an existing parcel of land in the RU5 Village zone within the Tenterfield Shire Council if, within two (2) years of the issuing of consent for the new development/s, construction is completed and an Occupation Certificate has been issued. Examples of such developments may include dual occupancies or multiple residential units. To be clear, no Section 64 Water & Sewer Contributions will be required up front on such developments but if within two (2) years an Occupation Certificate has not been issued, the full amount of these contributions will become due and payable based on the Section 64 Water and Sewer Contribution amounts adopted in the Operational Plan at the expiry of the two year period; and
- A contributions discount of 50% (rounded where applicable) on Section 64 Water and Sewer Contributions be applied to all new subdivisions in the RU5 Village zone within Tenterfield Shire Council area; and
- A reduction of 50% be applied to the existing purchase price on remaining lots of industrial estate land to encourage future development.

OFFICER'S RECOMMENDATION:

That Council:

- (1) **Implements, effective immediately but not retrospectively, a 100% discount on Section 64 Water & Sewer Contributions in relation to all new developments on an existing parcel of land in the RU5 Village zone within the Tenterfield Shire. The discount will apply for a period of two (2) years from the issuing of development consent, where construction is completed and an Occupation Certificate has been issued within the two (2) year period.**

To be clear, no Section 64 Water & Sewer Contributions will be required up front on such developments but if within two (2) years an Occupation Certificate has not been issued, the full amount of these

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contributions will become due and payable based on the Section 64 Water and Sewer Contribution amounts adopted in the Operational Plan at the expiry of the two year period; and

- (2) Introduces a contributions discount of 50% (rounded where applicable) effective immediately but not retrospectively on Section 64 Water and Sewer contributions on all new subdivisions in the RU5 Village Zone within Tenterfield Shire Council; and**
- (3) Amends Council's 2020/2021 Fees & Charges document to reflect the discounts so resolved from the date so resolved; and**
- (4) Reviews the contributions discounts after two (2) years; and**
- (5) Reduces the purchase price of the remaining lots on the Tenterfield Industrial Estate by 50% to encourage further development.**

BACKGROUND

Following the events of the past 18 months and the impact that drought, bushfire and COVID-19 has had on our community, it is timely that Council take this opportunity to capitalise on businesses, families and individuals who are considering their future options. The idyllic notion of relocating to a country community that offers security, healthy lifestyle opportunities, work-life balance and strong community connections is a powerful one.

Attracting new residents to the Tenterfield Shire has long been a key weapon in our economic development armory and over the past 10 years, has proven successful in the attraction of many new residents and businesses to our area.

Recent community engagement sessions and feedback from individual community members have highlighted these initiatives as a positive influence for future investment.

To encourage investment and stimulate our key target groups, the following strategy is recommended for consideration, with the intent of supporting future ongoing development of:

- Residential housing
- Tenterfield Industrial Estate

While the following initiatives are designed to encourage future development, they also assist Tenterfield Shire Council to meet the challenge of providing economic stimulus packages that are both practical and affordable and can be delivered in a timely manner.

REPORT:

Residential:

While there is an unambiguous understanding that increased residential activity creates an increased demand for services there is a similar recognition that an increase in residential density, in areas with existing developed services, provides significant opportunities and advantages.

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The recent announcement by the Coalition Government to provide stimulus for new builds and renovations, provides an opportunity for Council to offer an additional incentive to encourage residential and business growth by providing discounts from Council's adopted Section 64 water and sewer contribution plans.

To take advantage of this opportunity, it is recommended that Tenterfield Shire Council provides:

- 1) A 100% discount on Section 64 Water & Sewer Contributions be applied in relation to all new developments on an existing parcel of land in the RU5 Village zone within the Tenterfield Shire Council if, within two (2) years of the issuing of consent for the new development/s, construction is completed and an Occupation Certificate has been issued. To be clear, no Section 64 Water & Sewer Contributions will be required up front on such developments but if within two (2) years an Occupation Certificate has not been issued, the full amount of these contributions will become due and payable based on the Section 64 Water and Sewer Contribution amounts adopted in the Operational Plan at the expiry of the two year period; and
- 2) A contributions discount of 50% on Section 64 Water and Sewer Contributions be applied to all new subdivisions in the RU5 Village zone within Tenterfield Shire Council area.

The discounts will be applied on the following Developer Contribution charges:

Water

Table 7-1 Summary of proposed water supply developer charges

DSP Area	Capital Charge (\$ per ET)	Reduction Amount (\$ per ET)	Calculated Maximum Developer Charge (\$ per ET)	Adopted Developer Charge (\$ per ET)
DSP Area A				
▪ Tenterfield	\$7,920	-\$2,826	\$10,746	\$10,746
▪ Urbenville				
DSP Area B				
▪ Jennings	\$1,282	-\$2,826	\$4,108	\$4,108

Sewer

Table 7-1 Summary of proposed sewerage developer charges

DSP Area	Capital Charge (\$ per ET)	Reduction Amount (\$ per ET)	Calculated Maximum Developer Charge (\$ per ET)	Adopted Developer Charge (\$ per ET)
Tenterfield	\$16,335	\$4,072	\$12,263	\$12,263
Urbenville	\$2,279	\$4,072	<\$0	\$0

New Developments on an Existing Parcel of Land:

For Section 64 Water & Sewer Contributions in relation to all new developments on an existing parcel of land in the RU5 Village zone within the Tenterfield Shire Council if, within two (2) years of the issuing of consent for the new development/s, construction is completed and an Occupation Certificate has been issued, these fees will become \$Nil but, if within two (2) years of issuing consent for the new development an Occupation Certificate has not been issued, the full fee will become due and payable at the adopted

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charge for that year. ie as CPI will be applied it will be a higher amount than the above Contributions.

New Subdivisions:

For all new subdivisions in the RU5 Zone within Tenterfield Shire Council, a 50% (rounded where applicable) upfront contributions discount will be applied, effective immediately but not retrospectively, on Section 64 Water and Sewer contributions. For 2020/21 this will result in the following contribution amounts:

- Water for Tenterfield and Urbenville becomes \$5,373
- Water for Jennings becomes \$2,054
- Sewer for Tenterfield becomes \$6,132

Further, it is recommended that both the above discount proposals remain current for a period of two (2) years following their adoption after which the section 64 Water and Sewer contributions discounts be reviewed.

TENTERFIELD INDUSTRIAL ESTATE

Economic Development stimulus for the Tenterfield Industrial Park

The Tenterfield Shire Council Chief Executive has the authority to negotiate terms and agreement for the sale of Council Tenterfield Industrial Land. A reduction in purchase price may be negotiated if the development is deemed to have a positive effect on the Tenterfield community.

Traditionally, projects that have been presented to council for price reduction and have met the above criteria have generally been reduced by 50% or more of the advertised price. While this practice has been successful in the past, it does slow proceedings and often tests the patience of the developer.

Following discussions with current prospective developers and to help facilitate an outcome that makes the proposition of developing on the Industrial Estate a more appealing opportunity and experience, it is recommended that the property values of each LOT be reduced by 50% of their current advertised price.

LOT	SIZE	CURRENT PRICE	PROPOSED PRICE
4	4028 m ²	\$188,319	\$94,159.50
5	4028 m ²	\$188,319	\$94,159.50
6	3099 m ²	\$152,812	\$76,406.00
8	2667 m ²	\$131,519	\$65,759.50
11	2180 m ²	\$104,265	\$52,132.50
12	2168 m ²	\$103,414	\$51,707.00
13	2954 m ²	\$142,404	\$71,202.00
14	2299 m ²	\$131,245	\$65,622.50
15	1920 m ²	\$94,660	\$47,330.00

A further reduction in this price may be negotiated by the Chief Executive of Tenterfield Shire Council if the development is deemed to have a significant impact on Tenterfield's economy.

Issues to be considered include:

- Cost of construction and employment benefits during construction;
- The development of new business or expansion of an existing business;

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- Relocation of an existing business;
- Number of full time/part time and casual employees involved in the business;
- Potential future growth of business.

Successful purchasers are required to meet the following conditions to be eligible for the discounted price:

- Development Application must be submitted within six (6) months of purchase
- Construction work must commence within two (2) years of Development Consent being issued

Further activation of the Industrial Estate will stimulate the economy through:

- Increased employment benefits during construction phase;
- Stimulate new business opportunities or expansion of existing businesses;
- Encourage the relocation of an existing business, whether local, regional or interstate;
- Long-term employment benefits with an increase in full time/part time and casual employees;
- Attraction of new and innovative industries.

Property speculators would not be eligible for this discount.

The current mode of advertising and selling of the Industrial Estate is also cumbersome for our Real Estate agencies to engage in active marketing of the industrial estate. Price reductions will enable more proactive marketing of the land for sale.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Tenterfield Shire Council regularly hold community engagement sessions with the villages and townships. These proposals have been raised at several community engagement sessions, and by private individuals.

2. Policy and Regulation

The provisions of section 610E of the *Local Government Act 1993* allow Council to waive or reduce fees.

610E Council may waive or reduce fees

(1) A council may waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.

(2) However, a council must not determine a category of cases under this section until it has given public notice of the proposed category in the same way as it is required to give public notice of the amount of a proposed fee under section 610F(2) or (3).

Further, under Regulation 202 of the Water Management (General) Regulation 2018

COUNCIL

22 JULY 2020

Our Economy No. 11 Cont...

202 General power to defer or waive payment of service charges or other charges or fees (1) A water supply authority may, if of the opinion that reasonable cause has been shown— (a) defer payment of a service charge, or any other charge or fee, on such conditions as it thinks fit, or (b) waive such a payment or any part of it.

And further:

254 Fees and charges (1) Subject to this Regulation, a charging authority may waive or reduce any fee or charge imposed under the Act. (2) In this clause, charging authority, in relation to a fee or charge, means the person or body (other than the Minister) that imposes the fee or charge.

3. Financial (Annual Budget & LTFP)

As has been mentioned numerous times, the financial position of Council remains tight and any reduction in income as a result of providing a discount to Section 64 Water and Sewer contributions will impact the sustainability of these funds and Council more broadly.

Section 64 contributions on subdivisions totaled \$60,000 in 2019/2020 and \$42,000 in 2018/2019. It therefore remains to be seen whether offering a 50% discount will result in additional development and the additional rates and charges income needed to ensure Council's financial position (in terms of the additional income that would be generated if no discounts was applied) is recouped. As an example, to generate the \$30K additional income lost by applying the discount there would need to be approximately 12 new rateable properties as a result subdivision. In 2019/20 there were 8 new subdivisions so a 50% increase in subdivision is required.

4. Asset Management (AMS)

N/A

5. Workforce (WMS)

N/A

6. Legal and Risk Management

No action required.

7. Performance Measures

Increase in development applications for secondary dwellings, new businesses and increase in sales of industrial land.

8. Project Management

N/A

Terry Dodds
Chief Executive

COUNCIL

22 JULY 2020

Our Economy No. 11 Cont...

Prepared by staff member:	Harry Bolton; Paul Della; Tamai Davidson; Caitlin Reid
Approved/Reviewed by Manager:	Terry Dodds, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

**(ITEM ECO11/20) TENTERFIELD SHIRE COUNCIL ECONOMIC
DEVELOPMENT ACTIVATION AND STIMULUS PACKAGE**

AMENDMENT

A further paragraph to Item (1) was added as follows:

For example, the total Water and Sewer Contributions in Tenterfield on one (1) additional dwelling is \$23,009.00. The developer would be required to pay up front an amount of \$11,504.50 being 50% of the total Developer Contribution for water and sewer. If within two (2) years an Occupation Certificate has been issued, a refund of \$5,752.25 will be provided. But if an Occupation Certificate has not been issued, an additional amount of \$11,504.50 (plus indexation) will be charged to the developer.

(Greg Sauer/Bob Rogan)

Amendment Carried

AMENDMENT

Add the following at the end of the first paragraph of Item (1).

.. with an extension of the two (2) year period of reduced Section 64 Water and Sewer Contributions for a further year, for houses that are either colonial or federation style.

(Gary Verri/Tom Peters)

Amendment Carried

AMENDMENT

Delete Item (5) from the recommendation. This issue of sale of the Tenterfield Industrial Land to be dealt with in a separate report at the next Ordinary Council Meeting.

(Michael Petrie/Gary Verri)

Amendment Carried

138/20 Resolved that Council:

- (1) Implements, effective immediately but not retrospectively, a 75% discount on Section 64 Water & Sewer Contributions in relation to all new developments on an existing parcel of land in the RU5 Village Zone within the Tenterfield Shire with 50% of the Section 64 Water & Sewer Contributions paid up front. A refund of the remaining discounted amount will be paid if the Occupation Certificate has been issued within the two (2) year period with an extension of the two (2) year period of reduced Section 64 Water and Sewer Contributions for a further year, for houses that are either colonial or federation style.

To be clear, 50% of the full Section 64 Water & Sewer Contributions will be required up front on such developments but if within two (2) years an Occupation Certificate has not been issued, the full amount of these Contributions will become due and payable based on the Section 64 Water and Sewer Contribution amounts adopted in the Operational Plan at the expiry of the two (2) year period.

For example, the total Water and Sewer Contributions in Tenterfield on one (1) additional dwelling is \$23,009.00. The developer would be



required to pay up front an amount of \$11,504.50 being 50% of the total Developer Contribution for water and sewer. If within two (2) years an Occupation Certificate has been issued, a refund of \$5,752.25 will be provided. But if an Occupation Certificate has not been issued, an additional amount of \$11,504.50 (plus indexation) will be charged to the developer.

- (2) Introduces a Contributions discount of 75% (rounded where applicable) effective immediately but not retrospectively on the full Section 64 Water and Sewer Contributions on all new subdivisions in the RU5 Village Zone within Tenterfield Shire Council; and
- (3) Amends Council's 2020/2021 Fees & Charges document to reflect the discounts so resolved from the date so resolved; and
- (4) Reviews the contributions discounts after two (2) years.

(Gary Verri/Bob Rogan)

Motion Carried

Manager Economic Development & Community Engagement, Harry Bolton, Manager Finance & Technology, Paul Della and Cardno Consultant Geoff Kleu (via Zoom) left the meeting, the time being 11.54 am.

OUR GOVERNANCE

(ITEM GOV39/20) MONTHLY OPERATIONAL REPORT - JUNE 2020

SUMMARY

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

- 139/20** **Resolved** that Council receives and notes the status of the Monthly Operational Report for June 2020.

(Greg Sauer/Michael Petrie)

Motion Carried

(ITEM GOV40/20) LOCAL GOVERNMENT NSW ANNUAL CONFERENCE - 22 TO 24 NOVEMBER 2020

SUMMARY

The purpose of this report is for Council to consider Council representation and Council's voting delegate at the Local Government NSW Annual Conference to be held at Cessnock from Sunday, 22 to Tuesday, 24 November 2020 at the Crowne Plaza Hunter Valley, 430 Wine Country Drive, Lovedale.



Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV35/22
Subject:	OATH AND AFFIRMATION FOR COUNCILLORS

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

Goal:	Council achieves excellence in corporate governance
Strategy:	Implement strategies, policies and practices to achieve excellence in corporate governance
Action:	Undertake all legislative requirements of Local Government

SUMMARY

The purpose of this report is to inform Councillors of the requirements under section 233A of the NSW *Local Government Act 1993*, being that all Councillors must take an Oath of Office or make an Affirmation of Office at or before the first meeting of the Council after the Councillor is elected.

OFFICER'S RECOMMENDATION:

That Councillor Peter Murphy took an Oath of Office or made an Affirmation of Office prior to the meeting dated Wednesday 23 March 2022 and signed the appropriate Oath of Office or Affirmation of Office form.

BACKGROUND

Following on from the Local Government Elections held 4 December 2021, Tenterfield Shire were required to hold two By-elections, in Ward C & E, this was due to the lack of nominations. Mr Peter Murphy was one of two nominees for Ward C. The NSW Electoral Commission conducted the By-election on 26 February 2022 and declared on the 11 March 2022 the election result, with Mr Murphy being declared the winner.

Therefore Mr Murphy is able to join Council at this meeting, but is required to take an Oath or Affirmation of Office and sign the "Affirmation of Office" form.

Under the NSW *Local Government Act 1993*, section 233A of the *Act* reads as follows (Tenterfield Shire Council references inserted):

233A Oath and Affirmation for Councillors

- (1) A Councillor must take an Oath of Office or make an Affirmation of Office at or before the first meeting of the Council after the Councillor is elected.
- (2) The oath or affirmation may be taken or made before the Chief Executive of the Council, an Australian legal practitioner or a Justice of the Peace and is to be in the following form:

Oath

I [name of councillor] swear that I will undertake the duties of the office of councillor in the best interests of the people of the Tenterfield Shire area and the Tenterfield Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

Our Governance No. 35 Cont...

Affirmation

I [name of councillor] solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of the Tenterfield Shire area and the Tenterfield Shire Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the Local Government Act 1993 or any other Act to the best of my ability and judgment.

- (3) A Councillor who fails, without a reasonable excuse, to take the Oath of Office or make an Affirmation of Office in accordance with this section is not entitled to attend a meeting as a Councillor (other than the first meeting of the Council after the Councillor is elected to the office or a meeting at which the Councillor takes the Oath or makes the Affirmation) until the Councillor has taken the oath or made the affirmation.
- (4) Any absence of a Councillor from an ordinary meeting of the Council that the Councillor is not entitled to attend because of this section is taken to be an absence without prior leave of the Council.
- (5) Failure to take an Oath of Office or make an Affirmation of Office does not affect the validity of anything done by a Councillor in the exercise of the Councillor's functions.
- (6) The General Manager must ensure that a record is to be kept of the taking of an oath or the making of an affirmation (whether in the minutes of the Council meeting or otherwise).

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

Nil

2. Policy and Regulation

- NSW Local Government Act 1993.

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

Our Governance No. 35 Cont...

Daryl Buckingham
Chief Executive

Prepared by staff member:	Elizabeth Melling
Approved/Reviewed by Manager:	Daryl Buckingham, Chief Executive
Department:	Office of the Chief Executive
Attachments:	There are no attachments for this report.

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM GOV28/22
Subject:	MONTHLY OPERATIONAL REPORT FEBRUARY 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2021/2022 Operational Plan.

OFFICER'S RECOMMENDATION:

That Council receives and notes the status of the Monthly Operational Report for February 2022.

Daryl Buckingham
Chief Executive

Prepared by staff member:	Elizabeth Melling	
Approved/Reviewed by Manager:	Daryl Buckingham, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 10 (Attachment Booklet 2) Monthly Operational Report - February 2022	124 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM GOV29/22
Subject:	AUDIT, RISK AND IMPROVEMENT COMMITTEE

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The objective of the Audit and 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 approved by Council, can be reappointed. The Risk Management and Internal Audit Framework for local councils is currently forecast to be in place by June 2022 and will replace Council's existing Audit and Risk Committee Charter. Council's Committee name will also be required to change to Audit, Risk and Improvement Committee, in preparation for the implementation of the framework.

OFFICER'S RECOMMENDATION:

That Council:

- 1) Approve the change of name of the Tenterfield Shire Council Audit and Risk Committee to the Tenterfield Shire Council Audit, Risk and Improvement Committee, and**
- 2) Confirm the external independent members of the Audit, Risk and Improvement Committee to be:**
 - Mr Peter Sheville (Chair)**
 - Mr Andrew Page**
 - Mr Tony Harb**

BACKGROUND

Council's current Committee membership, as determined by the Charter, is made up of:

3.1 Members (voting)

Our Governance No. 29 Cont...

- *The Council Mayor; plus*
- *One (1) other Elected Member of Council; plus*
- *Three (3) Independent external members (not members of the Council), with one to be the Chairperson.*

Under the existing Office of Local Government framework for Audit and Risk Committees, and Council's Audit, Risk and Improvement Committee Charter (the Charter), the tenure of Council's current Committee membership expires at the end of the current term of Council, being 3 December 2021.

The Office of Local Government has developed a new framework for Audit, Risk and Improvement Committees which was expected to be confirmed and in place for the commencement, or shortly after, of the new term of Council, being from January 2022. The Office of Local Government has advised Council on 11 March 2022 that the final form of the framework is now expected to be confirmed by June 2022. Further advice is that the draft framework is not likely to change from the draft version provided to NSW councils in August 2021, and Council can commence adapting towards the draft framework. It is considered appropriate at this time to change Council's Committee name to Audit, Risk and Improvement Committee to align with the forecast changes.

Within the new framework is the ability for Council to replace external members of the Committee on a rotating basis, where one member will cease tenure at a time, and this position replaced while other positions remain occupied. The intention of this proposed change is to maintain a level of corporate history and knowledge of the Committee's and Council's audit, risk and improvement activities in the previous term.

REPORT:

Council was advised at the Ordinary Meeting of 24 November 2021 of the retirement of Committee Chair, Mr Geoff King. Council's current Charter allows for the two remaining external members of the Committee to remain, should Council believe this is the most appropriate mechanism to maintain continuity into a new term, and with the new Audit, Risk and Improvement Framework coming into force in 2022. Section 3 of the current Charter states:

Independent members of the Committee that have served two consecutive terms or eight years, whichever is the greater, will generally not be eligible for reappointment. However, reappointment after two consecutive terms may be allowed at the discretion of the Council.

Current Committee members, being Mr Peter Sheville of BDO Thailand, and Mr Andrew Page Director of Corporate Services of Southern Downs Regional Council, have confirmed their intention to continue on the Committee, with Council's approval. Both Mr Sheville and Mr Page have been on the Committee for one Council term. Mr Sheville has indicated that he is available to Chair the Committee, with Council's approval.

Mr Tony Harb Director of InConsult has provided a biography of qualifications and experience, and currently sits on two other Audit and Risk Committees. Mr Harb has confirmed his availability to take up the vacancy on Council's Audit and Risk Committee for this term of Council.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Our Governance No. 29 Cont...

Nil.

2. Policy and Regulation

- *NSW Local Government Act 1993*
- Tenterfield Shire Council Audit, Risk and Improvement Committee Charter

3. Financial (Annual Budget & LTFP)

Nil.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Nil.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:

Erika Bursford

Approved/Reviewed by Manager:

Kylie Smith, Chief Corporate Officer

Department:

Office of the Chief Corporate Officer

Attachments:

- | | | |
|----------|--|-----------|
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| 2 | Biography - Mr Tony Harb - March 2022 | 1
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PETER SHEVILLE

PARTNER



Peter Sheville
Partner
peter.sheville@bdo.th
www.bdo.th

Current

Peter is currently an Owner and Partner with BDO having being part of a group of people that acquired the license for BDO in Thailand 2020.

He leads the Business Services and Outsourcing Division.

He has continued to serve on the Audit Committee of the Tenterfield Shire Council.

- Extensive professional services experience across a career that commenced in 1983 across Australia, United Kingdom and Thailand.
- Experienced and qualified internal audit professional and risk assurance specialist
- Extensive experience with audit, assurance, business analysis, performance measurement, governance and risk advisory with large second tier firms in Australia, PwC and Deloitte.
- Leading large outsourced internal audit services contracts
- Passionate about his people and clients with demonstrable great success in creating high performing teams delivering exceptional services to clients.
- Experienced audit committee serving with Tenterfield Shire Council since 2015 and Mackay Regional Council 2013 to 2020

Services

- Risk advisory services
- Internal audit services
- Fraud risk and control
- Financial statement audit
- Assurance engagements
- Legislative compliance reviews
- Performance improvement
- Corporate governance
- Business services outsourcing
- SOC audits
- Privacy advisory and assurance

Qualifications

- Registered Company Auditor (Aust)
- Bachelor of Arts (Accounting)
- Chartered Accountant
- Diploma (Govt) Fraud Control

Affiliations

- Professional Member Institute of Internal Auditors
- Chartered Accountants Australia and New Zealand

Sectors

- Local, State and Federal Government
- Agriculture
- Manufacturing
- Retail trade
- Wholesale trade
- Energy
- Accommodation and food services
- Transport
- Information media and telecommunications
- Education and training
- Health care and services
- Public services
- Community services



tonyh@inconsult.com.au



0416 207 186

TONY HARB

SKILLS

Enterprise risk management
Cyber risk and information security
Organisational resilience
Strategic management
Emergency management
Financial management
Internal audit
External audit
Internal control design

INDUSTRY EXPERIENCE

State and Local Government
General Insurance / Reinsurance
Life Insurance
Health Insurance
ASX listed companies
Not-for-profit

EXPERIENCE

2001- Present	InConsult, Director
1996 - 2000	Combrook (Allianz Subsidiary) CEO, Financial Controller
1994 - 1996	Allianz Corporate Change Program
1991 - 1994	Allianz/MMI Internal Audit
1989 - 1991	EY, Audit Division

PROFILE

Tony is InConsult's founding Director and a Chartered Accountant with over 30 years' experience in both internal and external audit, enterprise risk management, organisational resilience, financial control, business acquisitions, corporate change, turnaround and strategic management.

Tony has held senior roles with Ernst & Young, Allianz and Combrook. As CEO of Combrook, he transformed the organization into one of the most profitable business units for Allianz. He has both local and international work experience in Singapore, Malaysia, UK, Canada and USA.

Tony is a respected risk management subject matter expert and has worked with Standards Australia and UTS to deliver ISO 31000 briefings in Sydney and Melbourne along with the ISO 31000 Chairperson Kevin Knight. He has also delivered papers at conferences in Australia and in Asia for international conference organisers, The Institute of Internal Auditors and The Actuaries Institute. Tony is also presenter of One Minute Risk Manager, InConsult's YouTube Channel.

Tony is an independent member of 2 Audit and Risk Committees.

Tony is a Deputy Unit Commander and Emergency Officer with the NSW State Emergency Service (SES) responsible for planning, flood risk management, training and exercising. He is a qualified group trainer in Communication Equipment and Incident Management.

QUALIFICATIONS & MEMBERSHIPS

FCA - Fellow Chartered Accountants Australia & New Zealand
MIIA (Aust.) - Institute of Internal Auditors Australia
Local Government Internal Audit network
MBA - Australian Graduate School of Management
B. Bus (Accounting)
Advanced AIIMS (Incident Management) - NSW SES
Media Liaison
Business Continuity - Emergency Management Australia
Emergency Risk Management - NSW SES
Investigate WHS incidents (for Business Mgt) - BSBWHS505A

INTERESTS



Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Customer Service, Governance & Records
Reference:	ITEM GOV30/22
Subject:	INTEGRATED PLANNING AND REPORTING - DRAFT COMMUNITY STRATEGIC PLAN, DELIVERY PROGRAM AND OPERATIONAL PLAN FOR PUBLIC EXHIBITION

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is for Council to place the draft Tenterfield Community Strategic Plan, Tenterfield Shire Council Resourcing Strategy, Tenterfield Shire Council Delivery Program and Tenterfield Shire Council Operational Plan on public exhibition for public comment and feedback.

OFFICER'S RECOMMENDATION:

That Council:

- 1. Place the draft Community Strategic Plan, Community Engagement Strategy and Resourcing Strategy on public exhibition for a minimum period of 28 calendar days in accordance with sections 402, 402A and 403 of the *NSW Local Government Act 1993*;**
- 2. Place the draft 2022/24 Delivery Program and draft 2022/2023 Annual Operational Plan, on public exhibition for a minimum period of 28 calendar days in accordance with section 404 and 405 of the *NSW Local Government Act 1993*;**
- 3. Undertake community consultation, based on the scenarios outlined in the draft Long Term Financial Plan, with regards to making an application for a Special Rate Variation to ensure Council's long term financial sustainability, and**
- 4. Request a further report to be submitted at the completion of the formal public exhibition period detailing submissions received during exhibition, for Council's consideration prior to final adoption.**

BACKGROUND

All NSW Councils are required to review and reconstruct all of their Integrated Strategic Plans by 30 June in the year following a full Council Election. This means that Tenterfield Shire Council must review and reconstruct plans by 30 June 2022.

Our Governance No. 30 Cont...

Over the past three (3) months a project has been underway to review and rebuild all of Council's Integrated Planning and Reporting (IP&R) documents in order to ensure that they are integrated, compliant with the requirements of the *NSW Local Government Act 1993* and IP&R guidelines, and are structured in such a way to be more easily communicated to the community. This process would normally take place over a six-month timeframe however, with the change in election dates in 2020 and 2021, this process has occurred over a shortened period. A report on the Community Engagement process is attached to this report.

Through this process, a revised Community Strategic Plan has been developed for Council to provide to the community for consultation. With the shortened timeframe and Council's current financial position, Council has also prepared the draft resourcing strategy, community engagement strategy, Delivery Program and Operational Plan that will be placed on exhibition so a holistic conversation can be held with the community.

REPORT:

As per the NSW Integrated Planning and Reporting requirements, the following documents will be placed on public exhibition for a minimum of 28 calendar days commencing on Thursday 24 March 2022:

- **ATTACHMENT 1:** DRAFT Community Strategic Plan
- **ATTACHMENT 2:** DRAFT Resourcing Strategy
- **ATTACHMENT 3:** DRAFT Long Term Financial Plan
- **ATTACHMENT 4:** DRAFT Asset Management Strategy
- **ATTACHMENT 5:** DRAFT Workforce Management Strategy
- **ATTACHMENT 6:** DRAFT Delivery Program and Operational Plan including;
 - Revenue Policy, and
 - Fees and Charges

The Community Engagement Strategy remains unchanged from 2017, other than formatting to match the current format of the above documents. Following consideration of community submissions and public comments made, the documents will be presented to Council for adoption of the final drafts at a later meeting.

A key component of Council's responsibilities is ensuring Council's long term financial sustainability. In February 2022 Council resolved:

THAT COUNCIL:

1. *Receive the report on Application for Special Rate Variation 2022/23 and 2023/24.*
2. *Determine not to proceed with a permanent Special Rate Variation application for the 2022/23 financial year for the purpose of maintaining existing services, enhancing financial sustainability, and funding infrastructure maintenance and renewal.*
3. *Request the Chief Executive Officer advise IPART of Councils decision not to proceed with a permanent Special Rate Variation application for the 2022/23 financial year,*
4. *Request the Chief Executive Officer bring back a report outlining the process to consider an SRV application for the 2023/24 financial year detailing further options and an operational efficiency review, and*

Our Governance No. 30 Cont...

5. *Acknowledge that without an SRV in the 2022/23 financial year, service levels to the community will be impacted until the budget deficits are resolved.*

In having a proper conversation with the community about its long-term financial sustainability, Council's draft Long Term Financial Plan (LTFP) includes scenarios that will allow Council to address forecast operational deficits. This should ensure Council can deliver services to current service levels into the future and create capacity deal with the impacts of cost shifting and inflation that are not adequately addressed through the rate peg process.

The Independent Pricing and Regulatory Tribunal (IPART) has announced in March 2022 that NSW councils may apply for a Special Rate Variation of 2.5%. A separate report will be provided to Council when IPART issues formal advice on this.

During the engagement period Council will also be talking to the community about options for the longer-term Special Rate Variation requirement and application, to ensure Council's long-term financial sustainability.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

A multi-facet community engagement program was undertaken for the rebuild of Council's draft Community Strategic Plan 2022-2032 and broader Integrated Planning and Reporting documents. These documents will be placed on public exhibition following adoption of this report's recommendations. While the minimum public exhibition period is 28 calendar days, Council may increase the period to ensure broad and comprehensive engagement with the Community is possible.

2. Policy and Regulation

- NSW Local Government Act 1993, as amended
- NSW Local Government (General) Regulations 2005
- NSW Local Government Integrated Planning and Reporting Guidelines 2010.

3. Financial (Annual Budget & LTFP)

All resourcing strategy plans are constructed in an integrated manner with the purpose of ensuring the sustainable delivery of the required resources, (financial, asset and human), to enable delivery of the Community Strategic Plan.

The outcomes of the Special Rate Variation discussion and potential application will have a direct and significant impact on Council's long term financial sustainability.

4. Asset Management (AMS)

All resourcing strategy plans are constructed in an integrated manner with the purpose of ensuring the sustainable delivery of the required resources, (financial, asset and human), to enable delivery of the Community Strategic Plan.

Our Governance No. 30 Cont...

5. Workforce (WMS)

All resourcing strategy plans are constructed in an integrated manner with the purpose of ensuring the sustainable delivery of the required resources, (financial, asset and human), to enable delivery of the Community Strategic Plan.

6. Legal and Risk Management

Nil.

7. Performance Measures

Revised performance measures are outlined for each goal area within the Plan.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Erika Bursford	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	<ol style="list-style-type: none"> 1 Attachmnet 11 (Attachmnet Booklet 3) Community Engagement Report - 2022 2 Attachment 12 (Attachment Booklet 3) Community Strategic Plan 3 Attachment 13 (Attachmnet Booklet 3) Delivery Program 2022-25 & Operational Plan 2022-25 4 Attachment 14 (Attachment Booklet 4) Revenue Policy 2022-2023 5 Attachment 15 (Attachmnet Booklet 4) Fee's & Charges 2022/23 6 Attachment 16 (Attachment Booklet 4) Asset Management Strategy 7 Attachment 17 (Attachment Booklet 4) Workforce Management Strategy 8 Attachment 18 (Attachment Booklet 4) Long Term Financial Plan 	<p>15 Pages</p> <p>22 Pages</p> <p>30 Pages</p> <p>12 Pages</p> <p>64 Pages</p> <p>18 Pages</p>

Department:	Engineering Department
Submitted by:	Manager Asset & Program Planning
Reference:	ITEM GOV31/22
Subject:	Asset Management Policy Revision V4.0

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

CSP Goal:	Leadership - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan.
CSP Strategy:	Council has in place and adheres to a robust asset management framework that ensures existing and future infrastructure is affordable, funded and maintained to service the existing community and future generations.
CSP Delivery Program	Make prioritised decisions in the long-term interest of the broad community and have regard to financial and infrastructure sustainability.

SUMMARY

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

OFFICER'S RECOMMENDATION:

That Council receive and adopt the revised Asset Management Policy No. 1.014 V4.0.

BACKGROUND

Council's Asset Management Policy 1.014 was updated in November 2020 and this report presents the Policy once more for a review by the newly elected Council.

REPORT:

Council's Asset Management Policy provides direction for the management of our assets in the delivery of services and infrastructure to meet community needs.

Council has an Asset Management Strategy that links the objectives of the Community Strategic Plan to delivery of sustainable services relative to the long term financial management of assets, and the Asset Management Policy provides the direction under this integrated framework.

No change has been made to the Policy from November 2022 other than version number and dates.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

No community consultation has been undertaken as there are no significant alteration to the policy content.

2. Policy and Regulation

- Local Government Amendment (Planning and Reporting) Act 2009.

Our Governance No. 31 Cont...

3. Financial (Annual Budget & LTFP)

This policy assists by providing clarity to stakeholders for the requirements in financing the maintenance and renewal of assets.

4. Asset Management (AMS)

Council Asset Management Strategy includes an Improvement Plan action to maintain a current asset management policy.

5. Workforce (WMS)

No implications.

6. Legal and Risk Management

Regular revision of the policy ensures Council aims to manage assets within current legislation and standards.

7. Performance Measures

No implications.

8. Project Management

The review of this policy does not require any change to project management.

Fiona Keneally
Director Infrastructure

Prepared by staff member:

David Counsell

Approved/Reviewed by Manager:

Fiona Keneally, Director Infrastructure

Department:

Engineering Department

Attachments:

1 Asset Management Policy 1.014
Version 4.0

6
Pages



ASSET MANAGEMENT POLICY

Summary:

The purpose of this policy is to provide clear direction for the management of Council controlled assets and to ensure that Council is able to best deal with the delivery of services and infrastructure to meet community needs in accordance with legislation under the Local Government Amendment (Planning and Reporting) Act 2009.

This policy forms a key part of Council's asset management framework, which provides guidelines to ensure that sound asset management practices and procedures are fully integrated into Council's strategic and operational planning, community consultation and decision making processes.

The policy refers to all fixed assets owned or managed by Council, regardless of their purpose or source of acquisition.

Policy Number	1.014
File Number	CAS-02770-TDQW
Document version	V4.0
Adoption Date	23 March 2022
Approved By	Council
Endorsed By	Executive Management Team
Minute Number	
Consultation Period	16 November to 23 March 2022
Review Due Date	March 2026 – 4 years
Department	Engineering
Policy Custodian	Director of Infrastructure
Superseded Documents	Asset Management Policy V3.0 (2020)
Related Legislation	Local Government Amendment (Planning & Reporting) Act 2009. NSW Local Government Act 1993. Civil Liability Act 2002.
Delegations of Authority	Chief Executive, Directors, Managers

1. Overview

This policy serves to ensure that the community and all stakeholders are informed in a clear manner of Council's position and approach with regard to the management of Council owned assets.

It further aims to ensure that a comprehensive framework and sound asset management practices and procedures are implemented and are fully integrated into Council's strategic and operational planning processes.

The implementation of such will ensure that elected members, management and all stakeholders recognise the fundamental responsibility and significant challenge to Council in ensuring intergenerational equity in the provision of infrastructure and services to the community within limited resources.

It will also ensure that Council identifies and addresses all opportunities, challenges and threats associated with operating, maintaining, renewing and replacing its asset portfolio in a holistically sustainable manner.

2. Policy Principles

Council assets exist in order to either directly or indirectly support community service delivery. This underpins the below broad principles of asset management for Tenterfield Shire Council:

1. Asset acquisition, disposal and lifecycle management decisions are integrated into the Council's community strategic plan, resourcing strategy and corporate planning;
2. Asset planning decisions are based on a thorough analysis, (including the evaluation of alternatives), which assesses risks, benefits and overall serviceability and value for money across the asset's entire lifecycle;
3. An effective data capture and control structure is established for asset management and other inter-related functions;
4. An accountability structure is established and understood for all asset responsibilities, including maintenance, operation, data capture, condition, performance and reporting; and
5. Asset replacement, renewal, disposal and expansion decisions are based on an analysis of the holistic impacts, benefits and opportunities of such and should ultimately achieve the best possible intergenerational outcomes and net return.

3. Policy Objectives

In conjunction with Council's Community Strategic Plan and Resourcing Strategy, this policy provides specific asset management objectives to ensure Council's asset stewardship requirements are met, they include:

1. Establishing a comprehensive Asset Management Framework that outlines the entire asset management environment and highlights the interdependencies within such;
2. Establishing and routinely reviewing an Asset Management Strategy, (min 10 year period), as the overarching strategy to provide and maintain asset services to current and future generations;
3. Managing assets through the development and continuous updating of individual Asset Management Plans in accordance with relevant legislation and recognised best practice for each major asset group;
4. Through the Community Strategic Plan and long-term financial modelling ensure that future funding needs are identified, affordable, agreed upon, and allocated, so that assets can meet their defined levels of service in consultation with the community;

5. Ensuring that the impact of Council's decisions with regard to desired social, economic and environmental outcomes on both existing assets and new assets is clearly understood and communicated prior to decisions being made;
6. Developing and reporting annually on established performance indicators relevant to asset management;
7. Recording assets and collecting data in accordance with the requirements of the appropriate asset accounting standards, local government financial reporting requirements and internal asset management information protocols and procedures;
8. Maintaining an asset management information system with comprehensive knowledge of all physical assets, including lifecycle data, condition, behaviour and unit costings;
9. Fostering asset management awareness throughout the council, supported at a whole of organisation level through the formation of an asset management oversight group.

4. Policy Statement

Asset management is an essential component of good governance in the local government sector and should be aligned to and integrated with the entity's strategic, corporate, financial and workforce planning.

Council exists to provide services to the community and many of these services are supported and provided by infrastructure assets. The provision of assets operated and maintained to meet community needs and expectations is fundamental to the economic, environmental and social strength of the Tenterfield Shire community.

Council's overall goal in managing infrastructure assets is to provide the required level of community service, as determined in consultation with the community, in a sustainable manner for both current and future generations.

A well-structured, practical asset management framework will assist in providing clarity to the local community and other stakeholders as to the linkages between asset portfolios, their condition, maintenance and renewal, and the outcomes expected to be delivered by the Council. This in turn aides decisions on service levels, financing and workforce management.

The management of infrastructure assets is a key function of council.

This policy addresses legislative requirements under the Local Government Amendment (Planning and Reporting) Act 2009 and will be revised in accordance with any future legislative changes.

5. Scope

This policy applies to all areas of Council's activities in the delivery of its functions as a Local Government organisation.

6. Accountability, Roles & Responsibility

Elected Council

- Provide strategic direction and stewardship;
- Consider the impact on Council's asset base of planning, financial and service level decisions;
- Adopt the Asset Management Policy and Strategy.

Chief Executive, Executive and Management Teams

- Ensure that sound business principles are reflected in the Asset Management Strategy and plans that are developed;

- Ensure the impact on Council's asset base is considered when making recommendations to Council in relation to planning and financial matters or the delivery of services;
- Support the implementation of the Asset Management Strategy and associated Asset Management Improvement Program;
- Approve the Asset Management Plans;
- Ensure the integration and compliance of the Asset Management Policy and Strategy with other policies, protocols and business practices of the organisation;
- Ensure compliance with all legal obligations;
- Facilitate appropriate 'Better Practice in Asset Management'.

Asset Management Team

- Review the Asset Management Policy, Framework and Strategy;
- Take responsibility for the implementation of the Asset Management Improvement Program;
- Identify and develop appropriate policies and procedures to ensure effective Asset Management across the organisation.

Individual Asset Managers

- Develop and maintain Asset Management Plans;
- Develop and maintain asset maintenance and renewal plans;
- Provide professional advice and comment to other departments of Council in relation to assets contained within their specific service area/s;
- Develop and maintain the Asset Management Information System to facilitate efficient and effective asset management.

7. Definitions

Asset

A fixed item or facility used to satisfy a service potential or enabling the Council to meet its corporate objectives. A Council's physical asset base can generally be divided into four broad types of asset:

Transport Assets – these include; roads, bridges, car parks, footpaths, cycleways, kerb and gutter and traffic infrastructure.

Cultural/Community Assets – these include; parks, playgrounds, aquatic centres, halls and community buildings, sporting facilities and public amenities.

Environmental Assets – these include; water supply, sewerage service, waste management and stormwater assets.

Corporate Assets – these include; Administration buildings, depot buildings, plant and fleet, equipment and furniture and assets held by Council for strategic or investment purposes.

Asset Management

A systematic process to guide the planning, acquisition, operation and maintenance, renewal and disposal of assets to provide the required level of community service in the most efficient and effective manner.

Asset Management Information System

Is the home of all asset management knowledge. It is a combination of procedures and information managed to provide the essential outputs for efficient and effective asset management.

The Asset Management Information System links to other information systems within Council including the Property System, Geographic Information System, Finance System, Risk Management System, Project Management System and Document Management System.

Asset Management Strategy (AMS)

Is a documented strategy that forms one part of Councils resourcing strategy along with the Long Term Financial Plan and Workforce Management Strategy. It is a summary level strategy that takes in information about the planning and implementation of programs for asset creation, operation, maintenance, rehabilitation/replacement, disposal, performance monitoring and reporting from all of Councils individual detailed Asset Management Plans, to ensure desired service outcomes can be delivered in a sustainable manner.

The Asset Management Strategy typically has a 10 year horizon and integrates Asset Management with Councils other Resourcing Strategy documents and the Community Strategic Plan.

Asset Management Plan (AMP)

The detailed asset management plan for each major class of assets. The asset management strategy is primarily made up of the summary data from each of these operational level plans. They consist of asset details and descriptions, condition, value, maintenance plan, capital program, risk management considerations, a development plan and financial data and modelling to provide the approach employed to best manage the asset for the expected duration of the service to be provided by the asset.

Level of Service

The defined quality and quantity of services to meet community expectations delivered by Council, as determined in consultation with the community and giving consideration to cost, equity and deliverability.

8. Related Documents, Standards & Guidelines

In addition to complying with all relevant legislation in the implementation, monitoring and review of the Tenterfield Shire Council (TSC) asset management policy and framework, Council will also have regard to all relevant related standards, guidelines and documents, including but not limited to:

- The Australian National Audit Office (ANAO) – Best practice guidelines for asset management in government organisations;
- IPWEA NAMS Guidelines;
- NSW Local Government Capital Expenditure Guidelines 2010;
- Australian Accounting Standard AASB116 – Property, Plant & Equipment;
- Australian Accounting Standard AASB136 – Asset Impairment;
- The International Standard for Asset Management - ISO 55001:2014;
- The International Standard for Project Management - ISO 21500:2012;
- TSC Asset Management Strategy;
- TSC Asset Management Plans;

- TSC Community Strategic Plan;
- TSC Long Term Financial Plan;
- TSC Workforce Management Strategy;
- TSC Services Business Plans;
- TSC Annual Operational Plan;
- TSC Asset Management Protocols and Procedures;
- TSC Business Continuity Plan – Critical Assets;
- TSC Risk Management Policy;
- TSC Audit & Risk Committee Charter.

9. Version Control & Change History

Version	Date	Modified by	Details
V1.1	26/06/2013	Council	213/13 – Adoption of Original Policy
V2.0	9/11/2016	GM	Draft – Complete AM framework review
V2.0	10/11/2016	Council	284/16 – Adoption of Revised Policy
V3.0	25/11/2020	Council	Updated Policy
V4.0	23/3/2022	Council	Revised version and date only.

Department:	Office of the Chief Corporate Officer
Submitted by:	Management Accountant
Reference:	ITEM GOV32/22
Subject:	FINANCE & ACCOUNTS - PERIOD ENDED 28 FEBRUARY 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

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

OFFICER'S RECOMMENDATION:

That Council receive and note the Finance and Accounts Report for the period ended 28 February 2022.

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 2022.

Cash Book Balances on this date were as follows:-

General (Consolidated)	\$ 13,126,640.09	Credit
General Trust	\$ 382,340.85	Credit

(b) Summary of Investments

Our Governance No. 32 Cont...

The attachment to this report is a certified schedule of all Council's investments as at 28 February 2022 showing the various invested amounts and applicable interest rates.

Concealed Water Leakage Concession Policy Update

For the month of February 2022 no concessions were granted under Council's Concealed Water Leakage Concession Policy.

603 Certificates

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 31 applications for 603 Certificates in February 2022.

In the calendar year to date, there have been 60 applications compared to 57 applications for the same period last year.

Bridging Finance

At the Council Meeting held on 12 January 2022, Council approved the establishment of a Corporate Markets Loan with the National Australia Bank, with a drawdown facility limit of \$5,000,000 for a rollover period of 90 days, to function as a cash reserve to fund external restrictions when required.

This is currently being organised with the NAB. The Office of Local Government will also be notified once arrangements are made.

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

Our Governance No. 32 Cont...

8. Project Management

Nil

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Jessica Wild; Jayne Crotty	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	1 Investment Report as at 28 February 2022	1 Page

TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 28 FEBRUARY 2022

Financial Institution	Issuer Rating	Investment Term	Maturity Date	Interest Rate	Amount	Percentage Exposure
NAB	AA-	60 Days	29/Mar/22	0.20%	1,500,000.00	25.00%
<u>TOTAL NAB INVESTMENTS</u>					<u>1,500,000.00</u>	<u>25.00%</u>
Commonwealth Bank	AA-	2 Months	29/Mar/22	0.25%	3,000,000.00	50.00%
<u>TOTAL CBA INVESTMENTS</u>					<u>3,000,000.00</u>	<u>50.00%</u>
Westpac	AA-	3 Months	27/Apr/22	0.26%	1,500,000.00	25.00%
<u>TOTAL WESTPAC INVESTMENTS</u>					<u>1,500,000.00</u>	<u>25.00%</u>
INVESTMENTS TOTAL					6,000,000.00	100.00%

Summary

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

Responsible Accounting Officer

By:

R.Jones

* Except as highlighted in the associated Council Report.

Department:	Office of the Chief Corporate Officer
Submitted by:	Management Accountant
Reference:	ITEM GOV33/22
Subject:	CAPITAL EXPENDITURE REPORT AS AT 28 FEBRUARY 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

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

OFFICER'S RECOMMENDATION:

That Council receive and note the Capital Expenditure Report for the period ended 28 February 2022.

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 the 2020/21 year were adopted in the first Quarterly Budget Review at the November 2021 meeting. The budgets for a number of new grants received in the current financial year have also been adopted in the September and December 2021 budget reviews. The Capital Expenditure Report has been updated to show the current list of approved capital projects.

Staff are 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. The purpose of this is to avoid excessive carry forward projects across future financial years and to achieve the projects that Council presented in the Operational Plan for the current year.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil

2. Policy and Regulation

Our Governance No. 33 Cont...

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

3. Financial (Annual Budget & LTFP)

Nil

4. Asset Management (AMS)

Nil

5. Workforce (WMS)

Nil

6. Legal and Risk Management

Nil

7. Performance Measures

Nil

8. Project Management

Nil

Kylie Smith
Chief Corporate Officer

Prepared by staff member:	Jessica Wild	
Approved/Reviewed by Manager:	Kylie Smith, Chief Corporate Officer	
Department:	Office of the Chief Corporate Officer	
Attachments:	1 Attachment 19 (Attachment Booklet 5) February 2022 Capital Expenditure Report	3 Pages

Department:	Office of the Chief Corporate Officer
Submitted by:	Manager Finance & Technology
Reference:	ITEM GOV34/22
Subject:	PROPOSED BORROWINGS 2021-22 FINANCIAL YEAR

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

The purpose of this report is to present to Council the quotations received from three financial institutions with fixed term loan indicative interest rates, for the 2021/2022 proposed borrowings totaling \$5,904,612 to fund capital expenditure.

OFFICER'S RECOMMENDATION:

That Council:

- (1) Approves a loan of \$3,300,000 for Waste Management (Boonoo Boonoo Landfill – Develop Stage 5) with the most competitive financial institution (quotations are indicative interest rates subject to change and will be tabled at the meeting).**
- (2) Approves a loan of \$2,604,612 for Transport Infrastructure (and supportive plant items) with the most competitive financial institution (quotations are indicative interest rates subject to change and will be tabled at the meeting).**
- (3) That Council notify the Office of Local Government when the above loans are obtained.**

BACKGROUND

The adopted Operational Plan and Budget for 2021/2022 allowed for borrowings totaling \$5,904,612 to fund capital expenditure which included:

Waste Management	\$3,300,000	Boonoo Boonoo – Develop Stage 5
Transport Network	\$2,604,612	Transport Infrastructure

This was reported on Council's 2021/2022 Proposed Borrowings return to the Office of Local Government.

REPORT:

In order to fund the capital works program for 2021/2022, it is necessary to obtain loan funding as two separate loans, as the Boonoo Boonoo Landfill loan will be repaid from the Waste Management fund, while the loan for the Transport Network will be repaid from the General fund.

Our Governance No. 34 Cont...

Fund	Loan Amount	Purpose
Waste Fund	\$ 3,300,000	Boonoo Boonoo Landfill – Develop Stage 5
General Fund	\$ 2,604,612	Transport Infrastructure (and supportive plant items)

Council has contacted three financial institutions (NAB, CBA and ANZ) to obtain indicative interest rates on a fixed interest rate loan for periods of 10, 15 and 20 years in order to determine the best option for Council.

At the time of writing this report, these quotations have not yet been received 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 2021/2022 that went out for public consultation, prior to the adoption of the final Operational Plan and Budget for 2021/2022 in May 2021.

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 will be the difference in the final interest rate obtained for the new loans in comparison to the estimated rate of 2.75% used for planning purposes when the Operational Plan was adopted in May 2021.

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.

7. Performance Measures

Nil.

8. Project Management

Nil.

Kylie Smith
Chief Corporate Officer

Prepared by staff member:

Roy Jones; Jessica Wild

Our Governance No. 34 Cont...

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer
Department: Office of the Chief Corporate Officer
Attachments: There are no attachments for this report.

(ITEM RC2/22) REPORTS OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - 11 FEBRUARY 2022

REPORT BY: Bronwyn Petrie

The Border Regional Organisation of Councils (BROC) met at Bingara (hosted by Gwydir Shire Council) on Friday, 11 February 2022. Minutes of the following meetings are attached:

- Annual General Meeting
- Ordinary Meeting

RECOMMENDATION

That the report of the Border Regional Organisation of Councils (BROC) meetings Friday, 11 February 2022 be received and noted.

ATTACHMENTS

- 1** BROC AGM Minutes - 11 February 2022 5 Pages
- 2** BROC Ordinary Minutes - 11 February 2022 6 Pages

Correspondence to: PO Box 138, Inverell NSW 2360
 Email: Sharon.stafford@inverell.nsw.gov.au



MINUTES

ANNUAL GENERAL MEETING

11 February 2022 – Bingara (Gwydir Shire Council)

Venue:	Gwydir Shire Council The Living Classroom Narrabri Road, Bingara	Date:	Friday, 11 February 2022
Deputy Chair:	Cr Kate Dight – Inverell Shire Council	Time:	10.40 am
Attendees:			
	Cr Andrew Gale		Southern Downs Regional Council
	Cr Richard Lomman		Balonne Shire Council
	Digby Whyte		
	Cr Rob Mackenzie		Goondiwindi Regional Council
	Cr John Coulton		Gwydir Shire Council
	Cr Chris Matthews		
	Max Eastcott		
	Cr Donna Hobbs		Bulloo Shire Council
	Cr Brownwyn Petrie		Tenterfield Shire Council
	Cr Lisa Orchin		Moree Plains Shire Council
	Angus Witherby		
	Michael Urquhart		Walgett Shire Council
	Cr Suzette Beresford		Paroo Shire Council
	Sharon Stafford		Inverell Shire Council
Also in Attendance:			
	James McTavish		NSW Cross Border Commissioner
	Nathan Axelsson		Regional Development Australia Northern Inland
	Jenny Rix		Regional Development Australia Darling Downs & South West
	Sean Rice		Proterra Group
	Andrew Langford		QLD Dept Agriculture & Fisheries
	Ann Leahy MP		Member for Warrego, Shadow Minister for Local Government
	Damon Meadows		Department of State Development, Infrastructure, Local Government and Planning
	Kaitlyn Burey		
	Helen Chan		
	Jo Tait		ARTC
	Katie Williams		QLD Dept Premier & Cabinet
	Janelle Saffin MP		Member for Lismore
	Angela Doering		Dept Infrastructure, Transport, Regional Development & Communications

File Ref:	
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1.	Meeting Open:																								
2.	Apologies																								
	<table> <tr> <td>Cr Casey White</td><td>Paroo Shire Council</td></tr> <tr> <td>Cr Samantha O'Toole</td><td>Balonne Shire Council</td></tr> <tr> <td>Matthew Magin</td><td></td></tr> <tr> <td>Cr Lawrence Springborg AM</td><td>Goondiwindi Regional Council</td></tr> <tr> <td>Cr Peter Petty</td><td>Tenterfield Shire Council</td></tr> <tr> <td>Daryl Buckingham</td><td></td></tr> <tr> <td>Christie Fitzpatrick</td><td></td></tr> <tr> <td>Cr Susannah Pearse</td><td>Moree Plains Shire Council</td></tr> <tr> <td>Cr Mark Johnson</td><td></td></tr> <tr> <td>Lester Rogers</td><td></td></tr> <tr> <td>Ross Earl</td><td></td></tr> <tr> <td>Russell Stewart</td><td>Regional Development Australia, Northern Inland</td></tr> </table>	Cr Casey White	Paroo Shire Council	Cr Samantha O'Toole	Balonne Shire Council	Matthew Magin		Cr Lawrence Springborg AM	Goondiwindi Regional Council	Cr Peter Petty	Tenterfield Shire Council	Daryl Buckingham		Christie Fitzpatrick		Cr Susannah Pearse	Moree Plains Shire Council	Cr Mark Johnson		Lester Rogers		Ross Earl		Russell Stewart	Regional Development Australia, Northern Inland
Cr Casey White	Paroo Shire Council																								
Cr Samantha O'Toole	Balonne Shire Council																								
Matthew Magin																									
Cr Lawrence Springborg AM	Goondiwindi Regional Council																								
Cr Peter Petty	Tenterfield Shire Council																								
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Christie Fitzpatrick																									
Cr Susannah Pearse	Moree Plains Shire Council																								
Cr Mark Johnson																									
Lester Rogers																									
Ross Earl																									
Russell Stewart	Regional Development Australia, Northern Inland																								
	<p>Moved: GOONDIWINDI that the apologies be accepted. Seconded: GWYDIR</p> <p style="text-align: right;">CARRIED</p>																								
3.	Minutes of Meeting – Annual General Meeting – 13 November 2020																								
3.1	Matters Arising from the Minutes																								
	Nil																								
	<p>Moved: GOONDIWINDI that the Minutes be accepted. Seconded: SOUTHERN DOWNS</p> <p style="text-align: right;">CARRIED</p>																								
4.	Chairperson's Report																								
4.1	<p>Vice Chair Kate Dight presented the Chairperson's Report:</p> <p><i>"As I write this report, it incorporates a 3 year period rather than 1 year, due to us not being able to meet because of Covid issues.</i></p> <p><i>It has been a growth period for the BROC group with the addition of Bulloo Shire and Paroo Shire, growing our membership base to 10 affiliated Shire Councils. Sharing cross border issues and making our lobbying position only stronger. Over a reasonably short period the BROC group has gained a strong voice over a large area with many different government organisations presenting at our meetings to keep us up to date with the on-going issues of our cross border areas.</i></p> <p><i>Organisations that regularly present:</i></p> <ul style="list-style-type: none"> • Regional Development Australia – Qld and NSW • Qld Premier Department • Inland Rail • Oz Rail Track Corp • NSW Cross Border Commission – James McTavish 																								

	<ul style="list-style-type: none"> • Commonwealth Environmental Water Office • Trade Start Advisor – Investment NSW • MP Ann Leahy – State Member for Warrego • State Development Infrastructure Local Government Planning • Hunter New England Health and other various health groups • Bindaree Beef • Water Alliance Groups <p>All these Organisations have presented at BROC meetings and will continue to do so on a regular basis and I thank them for their time and their effort in forming a strong relationship with BROC.</p> <p>I can only see the BROC group voice becoming stronger on key issues like:</p> <ul style="list-style-type: none"> • Roads • Water • Export and local trade • Health • Education • Employment • Environment • Economic development • Tourism <p>Into the future, I feel BROC could support some sort of scholarship in our local area on an annual basis. We don't need money in the bank that is not used and we could follow the example of University scholarships that align with our BROC values and terms of reference.</p> <p>In closing, I wish the new Executive, Deputy Mayor Kate Dight and Deputy Mayor Rob MacKenzie, all the best into the future.</p> <p>Finally, I thank everyone for your support over the past 3 years as Chairperson of BROC. It has been a great honor.</p> <p>Thank you.</p> <p>Cr Peter Petty Tenterfield Shire Council'</p> <p>Moved: GWYDIR that the Chairman's Report be accepted and that a letter of appreciation be forwarded to Cr Peter Petty for the positive contribution that he has made to BROC. Seconded: BALONNE</p> <p style="text-align: right;">CARRIED</p>
5.	Audited Financial Report as at 25 October 2021 (tabled)
5.1	<ul style="list-style-type: none"> • Statement of Income & Expenditure for the Period 1 October 2020 to 30 September 2021 • Statement of Assets & Equity as at 30 September 2021 <p>Moved: BALONNE that:</p> <p>a) the meeting notes that the Constitution adopted on 12 February 2021 requires the financial report to be distributed 21 days before the Annual</p>

	General Meeting and that this was tabled at the 24 November 2021 meeting; and b) the Audited Financial Statements be accepted. Seconded: SOUTHERN DOWNS
	CARRIED
6.	Items Listed
	Election of Office Bearers
6.1	Cr Dight vacated the Chair. Cr Coulton acted as Returning Officer.
6.2	Nominations were called for the election of Chair. Cr Gale nominated Cr Kate Dight (Inverell Shire Council) – nomination accepted. There being no further nominations, Cr Dight was declared elected as Chair.
6.3	Nominations were called for the election of Deputy Chair. Cr Lomman nominated Cr Rob Mackenzie (Goondiwindi Council) – nomination accepted. There being no further nominations, Cr Mackenzie was declared elected as Deputy Chair.
6.4	Nominations were called for the election of Secretary/Treasurer. Cr Kate Dight nominated Sharon Stafford (Inverell Shire Council) – nomination accepted. There being no further nominations, Sharon Stafford was declared elected.
6.5	Cr Dight resumed the Chair.
6.6	Setting of Annual Membership Fee (currently \$500 pa) Moved: GWYDIR that the fees remain at \$500 per member Council per year. Seconded: GOONDIWINDI
	CARRIED
6.7	<ul style="list-style-type: none"> Meeting Dates for 2022 – second Friday every 3 months (10.00 am local time) <ul style="list-style-type: none"> Gwydir Shire Council – Bingara – 11 February 2022 Moree Plains Shire Council – Moree – 6 May 2022 Bulloo Shire Council – Thargomindah – 12 August 2022 Balonne Shire Council – 4 November 2022 Meeting Dates for 2023 – second Friday every 3 months <ul style="list-style-type: none"> 10 February 2023 12 May 2023 11 August 2023 10 November 2023 <p>Moved: GOONDIWINDI that the meeting dates for 2022 and 2023 be accepted. Seconded: BALONNE</p>
	CARRIED
7.	General Business

	<p><u>Presence at BROC Meetings</u></p> <p>Cr Coulton strongly encouraged all Councils to attend BROC meetings in person wherever possible, noting benefits that include the host Council having the opportunity to promote and showcase their Shire, including a tour and welcome dinner the evening prior to the meeting.</p>
	<p><u>Invitation to Join BROC</u></p> <p>Moved: GOONDIWINDI that invitations be extended to Brewarrina & Bourke Shires to join BROC.</p> <p>Seconded: BALONNE</p> <p style="text-align: right;">CARRIED</p>
8.	Next Annual General Meeting – 4 November 2022 at Balonne Shire Council.
9.	Meeting Closed at 11.01am.

Correspondence to: PO Box 138, Inverell NSW 2360
 Email: Sharon.stafford@inverell.nsw.gov.au



MINUTES

11 February 2022 – Bingara (Gwydir Shire Council)

Venue:	Gwydir Shire Council The Living Classroom 1A Narrabri Road, Bingara	Date:	Friday, 11 February 2022
Chair:	Cr Kate Dight – Inverell Shire Council	Time:	11.00 am
Attendees:	Cr Andrew Gale	Southern Downs Regional Council	
	Cr Richard Lomman	Balonne Shire Council	
	Digby Whyte		
	Cr Rob Mackenzie	Goondiwindi Regional Council	
	Cr John Coulton	Gwydir Shire Council	
	Cr Chris Matthews		
	Max Eastcott		
	Cr Donna Hobbs	Bulloo Shire Council	
	Cr Brownwyn Petrie	Tenterfield Shire Council	
	Cr Lisa Orchin	Moree Plains Shire Council	
	Angus Witherby		
	Michael Urquhart	Walgett Shire Council	
Also in Attendance:	Cr Suzette Beresford	Paroo Shire Council	
	Sharon Stafford	Inverell Shire Council	
	James McTavish	NSW Cross Border Commissioner	
	Nathan Axelsson	Regional Development Australia Northern Inland	
	Jenny Rix	Regional Development Australia Darling Downs & South West	
	Sean Rice	Proterra Group	
	Andrew Langford	QLD Dept Agriculture & Fisheries	
	Ann Leahy MP	Member for Warrego, Shadow Minister for Local Government	
	Damon Meadows	Department of State Development, Infrastructure, Local Government and Planning	
	Kaitlyn Burey		
	Helen Chan		
	Jo Tait	ARTC	
	Katie Williams	QLD Dept Premier & Cabinet	
	Janelle Saffin MP	Member for Lismore	
	Angela Doering	Dept Infrastructure, Transport, Regional Development & Communications	

File Ref:	
1.	Meeting Open:
2.	Apologies
	Cr Casey White Paroo Shire Council
	Cr Samantha O'Toole Balonne Shire Council
	Matthew Magin
	Cr Lawrence Springborg AM Goondiwindi Regional Council
	Cr Peter Petty Tenterfield Shire Council
	Daryl Buckingham
	Christie Fitzpatrick
	Cr Susannah Pearse Moree Plains Shire Council
	Cr Mark Johnson
	Lester Rogers
	Ross Earle
	Russell Stewart Regional Development Australia, Northern Inland
	Moved: GOONDIWINDI that the apologies be accepted. Seconded: BALONNE CARRIED
3.	Minutes of Meeting – 19 November 2021
3.1	Handover of BROC Administration & Finance to Inverell Shire Council
3.2	Change of bank signatories to new Chair, Deputy Chair & Secretary
3.3	Cross Border Commissioner for QLD – Balonne Shire Council
3.4	Cross border tourism promotion collaboration
	Moved: SOUTHERN DOWNS that the Minutes be accepted. Seconded: GOONDIWINDI CARRIED
4.	Correspondence
4.1	Inwards: <ul style="list-style-type: none"> Bank Statement - National Australia Bank Fixed Term Certificate – Warwick Credit Union & National Australia Bank
4.2	Matters arising from Correspondence Nil
	Moved: GOONDIWINDI that the Inwards Correspondence be accepted. Seconded: GWYDIR CARRIED
5.	Financial Report as at 11 January 2022
5.1	National Australia Bank – 69-022-2187
	Opening Balance as at 12 October 2021 \$16,234.84

	Interest	0.40
	Cheque No.000046 (Renewal of Website Domain)	- 207.63
	Cheque No.000047 (Audit of Financial Report)	- 247.50
	Balance as at 11 January 2022	\$15,780.11
<u>National Australia Bank – Term Deposit 42-388-8697</u>		
	Lodged 27 December 2021 for 12 months @ 0.45%	\$10,536.57
	Maturity Date – 27 December 2022	
<u>Warwick Credit Union – Fixed Term Deposit 100005924</u>		
	Opening Balance as at 22 July 2021	\$ 11,401.10
	Interest Paid 0.6%	\$ 11.49
	Reinvested 22 January 2022 @ 0.4%	\$ 11,412.59
	Maturity Date – 22 April 2022	
Moved: GWYDIR that the Correspondence and Financial Report be accepted. Seconded: GOONDIWINDI		
CARRIED		
5.2	Matters arising from Financial Report	
6.	Guest Speakers	
	<p>1. Dr Chris Matthews, Gwydir Shire Councillor and residing Doctor</p> <p>Dr Chris Matthews has been a rural GP for 48 years working in rural and remote general practices in SA, NSW, Qld and NT. He has also had 9 years in Saudi Arabia as a consultant family physician. He has a Masters Degree in Clinical Education and Family Medicine. He moved to Bingara to retire but was pulled back into the practice to serve the community. He presented on the state of physical and mental wellbeing in the bush, largely the domain of the primary health network.</p> <p>“Society can’t aim for perfect health and there are significant societal factors that will prevent this. The level of rurality has a huge impact that needs to be considered in our policy formulation. The standard of remoteness is defined by population density and age group demographics. Regional populations are younger with only 50% completing Yr 12 level of education. The consequence of this is societal disadvantage the more remote our communities while needing higher level health care and resources. Domestic violence is 24% higher with increased smoking and alcohol consumption and chronic disease, diabetes, dialysis, suicide are ensuing. Staffing, training and connectivity are the obvious challenges for rural GP practices but telehealth has improved significantly (Doctors can now bill for telehealth which is the game changer). The role Councils can play is in preventative health which is the primary health network, ie anti-smoking campaigns, anti-domestic violence etc. There is also social housing to consider and Councils can provide invaluable community services via these channels.”</p>	

	<p>2. Mr James McTavish, NSW Cross Border Commissioner</p> <p>The State Department of Regional NSW, under Minister O'Toole, has released the Strategic Business Plans for the Regions with 4 key areas of focus; remove regulatory burdens, connecting communities, border resilience and training. We are experiencing a period of change and this funding will cease at the end of this financial year. While the role of Border Commissioner is secure, as to who funds this area is in question. There is still the resolve to lobby for a Qld Border Commissioner and this is ongoing with a meeting in Brisbane next month regarding this matter. The \$10M Border Infrastructure Communities Grant Fund has been very well applied in the order of \$33M worth of projects. Projects which are unsuccessful, will be directed to other funding sources. The 2022 budget will allow for additional funding sources as well. James is a strong supporter of BROC and will look to attend in person for the next few meetings</p> <p>3. Mr Sean Rice, Owner Director, Proterra</p> <p>Sean Rice is the owner and director of Proterra, a project management organisation based in Goondiwindi and who has provided project consulting for flood damage work from this recent weather event. He has also acted as a CEO for GRC so has extensive experience in the civil engineering space and roads infrastructure.</p> <p>Originally from Bourke. he has acted for 45 different councils in both NSW & Qld. In managing this current event he recommends prioritising local roads first and to secure resources for restoration collaboratively. The current price tag for GRC flood damage is \$60M. However, in restoring the road asset the upside is that the infrastructure will be restored to a better state than it was before the damaging event. Projects need to be shovel ready for grant applications such as; The Betterment Fund; Resilience Fund (don't need an active event), the National Resilience Fund, Remote Roads Upgrade Pilots Program to name a few. Procurement practices are such that you need to pre-plan for events with data collation and active asset management. You need to get the evidence and have training completed for staff. The RDA can provide the profile data as can other road user groups. The recommendation is not for combined procurement contracts but for shared resources across Councils. The strong recommendation was to actively source the funding arrangements from both State and Federal bodies in order to manage this current event.</p> <p>4. Mr Nathan Axelsson, RDA</p> <p>The RDA reported that it is all about migration and addressing the skilled and unskilled work force for NSW & QLD. There are currently 1200-1300 jobs available and the solar renewable energy project developments are suffering from the shortage. Adding to this is that only half the staff vacancies are purported to being advertised and this situation is considerably worse. Councils can assist with housing initiatives because this issue is a major impediment to attracting a workforce. There is a current real risk of contracts being broken which is very concerning.</p> <p>5. Mrs Angela Doering, Dept Infrastructure, Transport, Regional Development & Communications</p> <p>The inland rail is continuing in its construction and the line from Narrabri to the</p>
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	<p>Qld border is progressing well and on track. There is huge collaboration in place with the Dept of Regional Affairs, ARTC and contractors and the most recent contractor for the northern section has just been announced; Freight Connect. The Qld Inland Rail EIS study across the Condamine has just been commissioned to be completed by Feb 2023 and while this major infrastructure project is touted to be completed by 2027, there continues to be considerable discussions and indecision as to the final destinations for the Inland Rail.</p>
7.	<p>General Business</p> <p><u>Water Forum</u> Update on the water forum idea mentioned a few meetings ago to be provided by Balonne at the next meeting.</p> <p><u>Action Items</u> Items listed to be listed for consideration at next meeting.</p> <p><u>BROC Strategic Planning Exercise</u></p> <p>As this is the first meeting of this new term of BROC, the Chairperson thought it prudent to have a think about the BROC strategic direction for the next few years. Cr Dight highlighted that the key focus areas in the Statement of Principles and Priorities for Cross Border Collaboration include:</p> <ol style="list-style-type: none"> 1. Regional Economic Development 2. Aligning our services and sharing information 3. Collaborating on Local transport network issues and 4. Investigating any other issues that BROC Councils might find to be of a national significance. <p>In the past, this has led to investigations into bus and taxi services, delivering effective educational training, joint advocacy for major infrastructure, the protection of children through information sharing, effective integration of health systems, to name just a few. With these suggestions in mind, the Chairperson asks all Councils to come back to the next meeting with some ideas explaining what your own Council's issues and priorities are and might also be relevant to this group of Councils. It can be a list of dot points or it can be a page of suggestions but we would really like to hear from each Council individually and hear what your issues are and how this collective group could help you advocate for those issues.</p> <p><u>Bursary Suggestion</u> Noting the comment in the Chairperson's report for the AGM, more information was requested on the concept of providing a BROC Bursary. Details including; What should it be for? How much will it be for? Who can apply? How will be successful candidate be chosen? etc. Tenterfield Council committed to providing this information for the next meeting.</p> <p><u>QLD Cross Border Commissioner</u> Copy of letter from Balonne Shire Council to Damien Walker, Director General, QLD Department of State Development, Infrastructure, Local Government & Planning QLD requesting reconsideration of decision to not support creation of QLD Cross Border Commissioner role to support border communities to be</p>

	tabled at next BROC meeting. A copy also to be forwarded to James McTavish, NSW Cross Border Commissioner.
	<u>Guest Speaker Next Meeting</u> Digby Whyte to arrange guest speaker for the next meeting, Philippe Benoliel from Field Solutions Group a challenger Telecommunications Carrier, whose mission it is to deliver connection to Rural, Regional and Remote Australia re: the Regional Connectivity Project with Moree.
9.	Next Meeting – Ordinary Meeting - Friday, 6 May 2022 at Moree.
10.	Meeting Closed at 12.25pm.

(ITEM RC3/22) REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD LOCAL TRAFFIC COMMITTEE MEETING - 3 MARCH 2022

REPORT BY: Bronwyn Petrie

That a meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday 3 March 2022. Minutes Attached.

RECOMMENDATION

That the report of the Tenterfield Shire Local Traffic Committee meeting of 3 March 2022 be received and noted.

ATTACHMENTS

- | | |
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| 1 Tenterfield Shire Council Local Traffic Committee Meeting - 3 March 2022 | 7
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MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022



MINUTES OF
TENTERFIELD SHIRE LOCAL TRAFFIC
COMMITTEE MEETING

THURSDAY, 3 MARCH 2022

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF
TENTERFIELD SHIRE held at the Koreelah Room, on Thursday, 3 March 2022
commencing at 10.19 am.

ATTENDANCE

Councillor Tom Peters (TSC)
Glen Lamb (Representative for The Hon. Janelle Saffin)
Paul Caldwell (NSW Police)
Caleisse Dunston (TfNSW)(Via videolink))

ALSO IN ATTENDANCE

David Counsell (TSC)
James Paynter (TSC)
Jess Gibbins (TSC)
Shayle Graham (TSC)
Daryl Buckingham

DISCLOSURE OF INTERESTS

Nil.

APOLOGIES:

Councillor Bronwyn Petrie (Mayor TSC)
Councillor Peter Petty (TSC)
Greg Aitken (TfNSW)
Fiona Keneally (TSC)
Craig Jackman (NSW Police)
James Boeden (NSW Police)

CONFIRMATION OF MINUTES

Recommendation that the Minutes of the Tenterfield Shire Local Traffic Committee held 10 June 2021, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

Moved – Tom Peters. Seconded – Glen Lamb. Carried.

This is page 1 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on
Thursday, 3 March 2022

MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022

BUSINESS ARISING FROM PREVIOUS MINUTES

1. TENTERFIELD CBD PARKING ISSUES

This issue deals with various issues in the CBD including Disabled Parking in High/Rouse Street, Disabled Parking at Dr Mondals, Amcal Chemist & Mitre 10 near Dr Pilgrims. Also Loading Zone Request in Rouse Street/Manners Streets, Tenterfield.

ACTION:

Ongoing - Council is engaging consultants to draw up plans for the whole CBD and treat as holistic approach to identify parking requirements.

2. REQUEST FOR STREET SIGNS & ROAD MARKINGS IN LISTON

TfNSW have completed the review. 50 km zone cannot be reduced and through the Committee it was suggested a "Village Statement" with signage and gardens be installed.

ACTION:

Ongoing - TSC staff are preparing a concept plan including drainage, road shoulder improvement and footpaths. Funding streams will be sought in conjunction with TfNSW to progress the project in future years. Garden beds have been installed around village entry signs to enhance the presentation of the entry to villages.

3. LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY)

Pedestrian crossing lighting requires upgrading and lighting design has been obtained & sent to Essential Energy & TfNSW for approval.

ACTION:

Council staff have met on site with the Design Contractor and are awaiting results of the proposed pole locations to ensure the lighting meets the required standard to project sufficient lighting at the crossings. This will be followed up with TfNSW.

4. MOUNT LINDESAY ROAD/BOUNDARY ROAD/OLD BALLANDEAN ROAD INTERSECTION

This matter has been discussed at previous meetings and is ongoing. A separate report was tabled for this item. Council is still awaiting determination of the Grant application that was made through Safer Roads Program for installation of a Heavy Vehicle Roundabout with Traffic Calming. Council is commencing interim survey and concept designs to prepare for possible property and service implications if the grant is successful.

RECOMMENDATION:

Council continue to support the construction of a roundabout to control traffic movement and provide equal distribution of traffic flows through the intersection.

Police – Y
TfNSW – Y
Council – Y

This is page 2 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 3 March 2022

MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022

5. DRAKE PEDESTRIAN REFUGE, BRUXNER HIGHWAY

TSC conducted Community meetings to discuss the Drake Village Concept Plan. TSC staff working on "concept & design" to include in grant Application. Completed design required by TfNSW as it involves a State Road.

ACTION:

Ongoing - TfNSW to seek funding for survey, design and construction.

6. NEW ENGLAND HIGHWAY/MARTIN STREET INTERSECTION

TSC met with the landowner on-site to discuss solutions & improvements have been provided.

ACTION:

No further action.

7. MOTORBIKE & CYCLING EVENTS

Further information was sought regarding the different types of Departments that give approvals & Licences to Event Organisers.

ACTION:

Planning Legislation does not provide for regulation of Licencing for these events. The applicant is required under their Development Consent to notify all emergency services and presented to LEMC, however any licence outside the planning process are the responsibility of the applicant similar to Liquor Licencing requirements.

8. CULLENDORE ROAD (Maryland River Bridge approaches)

Sight to on-coming vehicles approaching the bridge has been raised as a concern.

ACTION:

No further Action. Council has liaised with TfNSW and have upgrade the existing warning for the bridge approaches.

9. RILEY STREET LOAD LIMIT

The issue of non-compliant vehicles using the section of Riley Street between Melaleuca Circuit and Pelham Street has been raised and discussed in conjunction with the existing traffic calming device.

ACTION:

The signs indicating the 3T load limit have been relocated closer to Pelham Street to be more visible prior to entering Riley Street. Council will install traffic counters and the Police continue to monitor oversized vehicles using Pelham Street without a Permit. A separate report was tabled & discussed.

RECOMMENDATION:

That the Traffic Committee recommend that Council considers a specific capital works budget allocation under the 2022/23 budget for improving the shoulders along Pelham Street with widening to provide the minimum seal width of 7.0 metres.

Police - Y

TfNSW - Y

Council - Y

This is page 3 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 3 March 2022

MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022

10. SCHIFFMANS HILL APPEARANCE – NEW ENGLAND HIGHWAY

The southern approach to Tenterfield at Schiffmans Hill along the New England Highway has been identified as needing attention to beautify the entrances to Tenterfield. TfNSW have previously indicated that town entry treatments can enhance the traffic safety and driver behaviour on approaches to towns & villages.

ACTION:

No further action. It was considered by Council's Parks & Gardens Committee for further investigation with no funding available at this time.

GENERAL BUSINESS:

1. EVENT REQUEST – ANZAC DAY MARCH, URBENVILLE – 25 APRIL 2022

Council received an application from Urbenville RSL Sub-Branch regarding Anzac Day activities on 25 April 2022. This application is similar to previous years. Council is currently liaising with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed including public liability, proposed route, notification to emergency services. The applicant will be advised to contact Kyogle Council for assistance with the necessary Traffic Guidance Scheme (TGS) required for this event.

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 2022 subject to Police approval and standard conditions.

Police – Y

TfNSW – Y

Council – Y

2. EVENT REQUEST – ANZAC DAY MARCH, TENTERFIELD– 25 APRIL 2022

Letter received from Tenterfield RSL Sub-Branch regarding Anzac Day activities on 25 April 2022. This application is similar to previous years. Council is currently liaising with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed including public liability, proposed route, notification to emergency services. A Road Occupancy Licence is required for Rouse Street prior to the event occurring.

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 2022 subject to Police, TfNSW approval and standard conditions.

Police – Y

TfNSW – Y

Council – Y

3. ST JOSEPH'S PRIMARY SCHOOL CROSS COUNTRY EVENT

Letter received from St Joseph's Primary School regarding their annual Cross Country Event to be held on Wednesday 31st March 2022 (walk through) and event (6th April

This is page 4 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 3 March 2022

MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022

2022) utilising the cycleway through Council's Parks & along Landers Street and Martin Street road verges as per attached map. Teachers wearing high visibility vests are located as numbered on their submitted map. This is to ensure the safety of the students as they run the course.

This application is similar to previous years. Council has received a copy of the High School's Public Liability, proposed route and Notice of Public Assembly Form. Council has previously installed the signs required in accordance with an approved Traffic Guidance Scheme (TGS).

RECOMMENDATION:

That Council offers no objections to the temporary use of roads such as Landers Street and Martin Street road verges associated with the St Joseph's School Cross Country Event on 31st March 2022 (walking course) & 6th April 2022 (event) subject to Police approval and standard conditions.

Police - Y
TfNSW - Y
Council - Y

4. TENTERFIELD HIGH SCHOOL, CROSS COUNTRY EVENT

Letter received from Tenterfield High School regarding their annual Cross Country Event to be held on Wednesday 23 March 2022 with the back up date on Friday 29 April 2022 utilising the cycleway through Council's Parks & along Naas Street, George Street, Duncan Street and crossing Molesworth Streets as per attached map. Teachers wearing high visibility vests are located as numbered on the map. This is to ensure the safety of the students as they run the course.

This application is similar to previous years. Council is currently liaising with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed including public liability, proposed route, notification to emergency services.

RECOMMENDATION:

That Council offers no objections to the temporary use of roads such as Naas Street, George Street, Duncan Street and crossing of Molesworth Streets associated with the Tenterfield High School Cross Country Event on 23 March 2022 with back up date on 29 April 2022 subject to Police approval and standard conditions.

Police - Y
TfNSW - Y
Council - Y

5. SEXTON & GREEN DEVELOPMENT

Council received a Development Application for the Sexton & Green Building located at 148 Rouse Street (Corner of Rouse Street & Miles Street, Tenterfield).

Architectural Plans, TfNSW comments & Traffic Assessment were sent via email and discussed.

6. GRASSROOTS ENDURO MOTORCYCLE EVENT – UPPER ROCKY RIVER ROAD CLOSURE

This is page 5 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 3 March 2022

MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022

Council received a Modification to Development Application for "Recreation Facility (Outdoor) Motorcycle Event." with new dates proposed 14th & 15th May 2022 & 13th & 14th May 2023. An Amended Consent has been issued by Council and the Local Emergency Management Committee have been notified.

A copy of the Amended Event Management Plan, Proposed Track Changes, Proposed Track Site Changes and Proposed Campsites submitted by Australian Motorcyclist Association Inc was tabled. As part of this application, the Event Organisers have requested closure of Upper Rocky River Road (section through the campground) for the 13th, 14th & 15th May 2022.

Council will continue liaising with the event organiser to ensure the "Special Events Transport Management Plan -Template" application checklist is completed for the road closure including public liability, proposed route, notification to emergency services and Traffic Management Plan.

RECOMMENDATION:

That Council offers no objections to the temporary closure of Upper Rocky River Road associated with the Grassroots Enduro Motorcycling Event to be held on 13th, 14th & 15th May 2022 subject to Police approval and standard conditions including a Traffic Management Plan.

Police - Y
TfNSW - Y
Council - Y

7. SUNNYSIDE PLATFORM ROAD, BUS STOP SIGNAGE

A roadside bus stop has been located on the verge of Sunnyside Platform Rd near the intersection of Schrodgers Road, Tenterfield. A separate report is attached.

RECOMMENDATION:

Council removes the regulatory signage from this rural roadside local school bus stop.

Police - Y
TfNSW - Y
Council - Y

8. PELHAM STREET/NAAS STREET INTERSECTION

Council received a request for a stop sign to be installed at the Pelham Street/Naas Street intersection. A separate report was tabled.

RECOMMENDATION:

Based on the information tabled in the report, a stop sign would not be considered warranted. In order to improve safe intersection sight distance, small shrubs on the footpath south of the intersection should be removed and the hospital sign on the northern side of the intersection should be relocated.

Police - Y
TfNSW - Y
Council - Y

NEXT MEETING

This is page 6 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 3 March 2022

MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING
THURSDAY 3 MARCH 2022

Next meeting to be held at 10am (NSW time) Thursday 9th June 2022.

There being no further business the Chairperson declared the meeting closed at 11.13 am.

.....
Councillor Tom Peters
Councillor/Chairperson

(ITEM RC4/22) REPORT OF COMMITTEE & DELEGATES - COUNTRY MAYORS ASSOCIATION - FRIDAY 11 MARCH 2022

REPORT BY: Bronwyn Petrie

The Country Mayors Association met at Sydney on Friday 11 March 2022. Minutes of the following meetings are attached:

- Annual General Meeting (delayed)
- Ordinary Meeting

RECOMMENDATION

That the report and recommendations from the Council meetings of 23 March 2022 be received and noted.

ATTACHMENTS

- | | | |
|----------|--|------------|
| 1 | Minutes - Country Mayors Association AGM 11 March 2022 | 3
Pages |
| 2 | Minutes - Country Mayors Association Ordinary Meeting - FRIDAY 11 MARCH 2022 | 6
Pages |



Country Mayors Association

of NEW SOUTH WALES

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

ADJOURNED AGM MINUTES

ANNUAL GENERAL MEETING

FRIDAY, 11 MARCH 2022, YORK AND BASS SUITES, 95-99 YORK STREET, CLUB YORK
SYDNEY

The meeting opened at 9.15 a.m.

1. ATTENDANCE:

Armidale Regional Council, Mayor, Cr Sam Coupland, Mayor
Armidale Regional Council, Mr James Roncon, General Manager
Bathurst Regional Council, Cr Robert Taylor, Mayor
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor
Bellingen Shire Council, Cr Steve Allan, Mayor
Bellingen Shire Council, Ms Liz Jeremy, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Burns, General Manager
Coolamon Shire Council, Cr David McCann, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Cowra Shire Council, Mr Paul Devery, General Manager
Dubbo Regional Council, Cr Mathew Dickerson, Mayor
Eurobodalla Shire Council, Cr Mat Hatcher, Mayor
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Griffith City Council, Cr John Doug Curran, Mayor
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Hilltops Council, Cr Margaret Roles, Mayor
Inverell Shire Council, Cr Paul Harmon, Mayor
Kiama Municipal Council, Cr Neil Reilly, Mayor
Kiama Municipal Council, Ms Jane Stroud, General Manager
Kyogle Council, Cr Kylie Thomas, Mayor
Lachlan Shire Council, Cr John Medcalf, Mayor
Lachlan Shire Council, Mr John Shillito, Acting General Manager
Leeton Shire Council, Cr Tony Reneker, Mayor
Leeton Shire Council, Ms Jackie Kruger, General Manager
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor

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Lockhart Shire Council, Cr Greg Verdon, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor
Moree Plains Shire Council, Cr Mark Johnson, Mayor
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Terry Dodds, General Manager
Narrabri Shire Council, Cr Ron Campbell, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Council, Cr Mark Kellam, Mayor
Parkes Shire Council, Cr Ken Keith, Mayor
Snowy Monaro Regional Council, Cr Narelle Davis, Mayor
Tamworth Regional Council, Cr Russell Webb, Mayor
Tamworth Regional Council, Mr Paul Bennett, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Tenterfield Shire Council, Cr Bronwyn Petrie, Mayor
Wagga Wagga City Council, Cr Dallas Tout, Mayor
Walcha Council, Cr Eric Noakes, Mayor
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Wingecarribee Shire Council, Mr Viv May, Interim Administrator
LGNSW, Cr Darriea Turley, President
LGNSW, Mr Scott Phillips, CEO
OLG, Ms Ally Dench, Executive Director

APOLOGIES:

As read

2. ADOPTION OF MINUTES OF PREVIOUS MEETING:

RESOLVED that the minutes of the Annual General Meeting held on 5 November 2021 be accepted as a true and accurate record (Forbes Shire Council /Lachlan Shire Council).

3. Returning Officer

RESOLVED That the Returning Officer for the conduct of the elections be Mr Allan Burgess (Forbes Shire Council / Gunnedah Shire Council)

The Chairperson Cr Ken Keith vacated the chair

7. Election of Office Bearers

7.1 Chairperson

The Returning Officer advised that he had received one nomination in writing for Cr Ken Keith, Parkes Shire Council, who was nominated by Gunnedah Shire Council and Forbes Shire Council. The Returning Officer called for any further nominations for the position of Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Ken Keith elected Chairman for the 2022 year

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7.2 Vice Chairperson

The Returning Officer advised that he had received one nomination in writing, for Cr Jamie Chaffey, Mayor, Gunnedah Shire Council who was nominated by Temora Shire Council and Forbes Shire Council. The Returning Officer called for any further nominations for the position of Vice Chairperson. No other nominations were received. As there was only one nomination the Returning Officer declared Cr Jamie Chaffey elected as Deputy Chairperson for the 2022 year.

7.3 Secretary/Public Officer

RESOLVED That Mr Kent Boyd General Manager Parkes Shire Council, be appointed Secretary/Public Officer (Parkes Shire Council / Temora Shire Council)

7.4 Executive

Nominations for the up to eight positions on the Executive were called for. Nominations were received for Craig Davies Narromine Shire Council nominated by Gunnedah Shire Council and Narromine Shire Council, Cr Rick Firman Temora Shire Council nominated by Cootamundra-Gundagai Regional Council and Coolamon Shire Council, Cr Russel Fitzpatrick Bega Valley Shire Council nominated by Temora Shire Council and Bega Valley Shire Council, Cr John Medcalf Lachlan Shire Council nominated by Cabonne Shire Council and Parkes Shire Council, Cr Phyllis Miller Forbes Shire Council nominated by Gunnedah Shire Council and Forbes Shire Council, Cr Sue Moore Singleton Council nominated by Gunnedah Shire Council and Singleton Shire Council, Cr Kylie Thomas Kyogle Council nominated by Ballina Shire Council and Kyogle Council and Cr Russell Webb Tamworth Regional Council nominated by Gunnedah Shire Council and Walcha Council. The Returning Officer called for any further nominations for the position of Executive member. No other nominations were received. As there was only eight nominations the Returning Officer declared Cr Craig Davies, Cr Rick Firman, Cr Russel Fitzpatrick, Cr John Medcalf, Cr Phyllis Miller, Cr Sue Moore, Cr Kylie Thomas and Cr Russell Webb elected as Executive members for the 2022 year.

The Chairperson Cr Ken Keith resumed the Chair.

There being no further business the meeting closed at 9.27 am.

Cr Ken Keith OAM
Chairman Country Mayor's Association of NSW



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, 11 MARCH 2022 YORK AND BASS SUITES, CLUB YORK, SYDNEY

The meeting opened at 8.31 a.m.

1. ATTENDANCE:

Armidale Regional Council, Mayor, Cr Sam Coupland, Mayor
Armidale Regional Council, Mr James Roncon, General Manager
Bathurst Regional Council, Cr Robert Taylor, Mayor
Bega Valley Shire Council, Cr Russell Fitzpatrick, Mayor
Bellingen Shire Council, Cr Steve Allan, Mayor
Bellingen Shire Council, Ms Liz Jeremy, General Manager
Blayney Shire Council, Cr Scott Ferguson, Mayor
Blayney Shire Council, Ms Rebecca Ryan, General Manager
Cabonne Shire Council, Cr Kevin Beatty, Mayor
Cabonne Shire Council, Mr Brad Burns, General Manager
Coolamon Shire Council, Cr David McCann, Mayor
Coolamon Shire Council, Mr Tony Donoghue, General Manager
Cowra Shire Council, Cr Bill West, Mayor
Cowra Shire Council, Mr Paul Devery, General Manager
Dubbo Regional Council, Cr Mathew Dickerson, Mayor
Eurobodalla Shire Council, Cr Mat Hatcher, Mayor
Forbes Shire Council, Cr Phyllis Miller, Mayor
Forbes Shire Council, Mr Steve Loane, General Manager
Griffith City Council, Cr John Doug Curran, Mayor
Griffith City Council, Mr Brett Stonestreet, General Manager
Gunnedah Shire Council, Cr Jamie Chaffey, Mayor
Hilltops Council, Cr Margaret Roles, Mayor
Inverell Shire Council, Cr Paul Harmon, Mayor
Kiama Municipal Council, Cr Neil Reilly, Mayor
Kiama Municipal Council, Ms Jane Stroud, General Manager
Kyogle Council, Cr Kylie Thomas, Mayor
Lachlan Shire Council, Cr John Medcalf, Mayor
Lachlan Shire Council, Mr John Shillito, Acting General Manager
Leeton Shire Council, Cr Tony Reneker, Mayor

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Leeton Shire Council, Ms Jackie Kruger, General Manager
Liverpool Plains Shire Council, Cr Doug Hawkins, Mayor
Lockhart Shire Council, Cr Greg Verdon, Mayor
Lockhart Shire Council, Mr Peter Veneris, General Manager
Mid-Western/Mudgee Regional Council, Cr Des Kennedy, Mayor
Moree Plains Shire Council, Cr Mark Johnson, Mayor
Murray River Council, Cr Christopher Bilkey, Mayor
Murray River Council, Mr Terry Dodds, General Manager
Narrabri Shire Council, Cr Ron Campbell, Mayor
Narrabri Shire Council, Mr Stewart Todd, General Manager
Narromine Shire Council, Cr Craig Davies, Mayor
Oberon Council, Cr Mark Kellam, Mayor
Parkes Shire Council, Cr Ken Keith, Mayor
Snowy Monaro Regional Council, Cr Narelle Davis, Mayor
Tamworth Regional Council, Cr Russell Webb, Mayor
Tamworth Regional Council, Mr Paul Bennett, General Manager
Temora Shire Council, Cr Rick Firman, Mayor
Tenterfield Shire Council, Cr Bronwyn Petrie, Mayor
Wagga Wagga City Council, Cr Dallas Tout, Mayor
Walcha Council, Cr Eric Noakes, Mayor
Warrumbungle Shire Council, Cr Ambrose Doolan, Mayor
Warrumbungle Shire Council, Mr Roger Bailey, General Manager
Wingecarribee Shire Council, Mr Viv May, Interim Administrator
LGNSW, Cr Darriea Turley, President
LGNSW, Mr Scott Phillips, CEO
OLG, Ms Ally Dench, Executive Director

Apologies:

As submitted

Special Guests:

Cr Darriea Turley, President, LGNSW
Mr Scott Phillips, CEO, LGNSW
Ms Ally Dench, Executive Director, OLG
CR Linda Scott, President, ALGA
The Hon Sam Faraway MP, Minister for Regional Transport and Roads
Mr Simon Hunter, Director Strategy and Innovation, NSW Department of Planning and Environment

2. Adoption of Minutes of Previous Meeting:

RESOLVED that the minutes of the General Meeting held on 5 November 2021 be accepted as a true and accurate record (Forbes Shire Council / Gunnedah Shire Council).

3. Matters Arising from the Minutes

Nil

4. Introduction of New Mayors

New Mayors recently elected following the December 2021 Local Government elections were given the opportunity to introduce themselves

6. Cr Darriea Turley, President, LGNSW

Cr Turley said LGNSW has been working on the rate pegging determination and the Minister is to review on how it is assessed. Cr Turley provided a report on the work of LGNSW since the last meeting and on opportunities for collaboration including the MOU with Country Mayors, 2022-23 Rate Peg Submission, the Pre Budget Submission, Local Government Assets, Child Safe Standards, and collaboration on Domestic Waste Management Charges, Planning Skills Shortages, Water Funding Program, Crown Reserve Improvements, Regional Health Initiative Funding, Right to Repair, Incentives for Electrical Vehicle Fleets, Plastic Reduction, Remote Roads Upgrades, Remote Attendance at Meetings and Regional Housing Fund

7. Mr Scott Phillips, CEO, LGNSW

Councils are shocked by the decision of IPART to cap rate increases at 0.7% for the 2022/23 year. There has been a combined effort by LGNSW, JO's and professional organisations to have this reviewed. The Minister and the Office of Local Government have listened and acted. There is now an opportunity for Councils to apply to IPART to allow each council to apply for an increase in rates up to the amount of rate cap that you went to your community with in your long term financial plan.

8. Ms Ally Dench, Executive Director OLG

She is excited to be in the role at OLG which is the first port of call for emergencies and other matters affecting local government areas. There have been recent challenges caused by the floods in NSW and \$45million in payments have been made by Resilience NSW in the past week. OLG is looking at what skills and resources are needed and councils are able to connect with OLG if they think they can help. The main call at the moment is customer service staff.

The IPART decision is devastating and a shock to OLG. The Minister has heard the concerns and is looking at the methodology. Applications in accordance with IPNR closes on the 29 April and will need a resolution of Council. In respect of the Emergency Services Levy the OLG is working with Treasury, the RFS and the Department of Planning and news is expected shortly.

The meeting was adjourned at 9.15am for the adjourned Annual General Meeting
RESOLVED (Temora Shire Council / Inverell Shire Council)

The meeting resumed at 9.27am

9. Correspondence

Outward

- (a) Registry and Accreditation forwarding changes to the CMA Constitution
- (b) Cr Mark Liebich, Mayor, Weddin Shire Council, advising Weddins application for membership was successful
- (c) Cr Ian Woodcock, Mayor, Walgett Shire Council, advising that Walgetts application for membership was successful
- (d) Mr Viv May, Interim Administrator, Wingecarribee Shire Council, advising that Wingecarribees application for membership was successful

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- (e) Cr Peter Abbott, Mayor, Cobar Shire Council, advising that Cobars application for membership was successful
- (f) Mr Grant Barnes, Chief Regulatory Officer, Natural Resources Access Regulator, Department of Planning, Industry and Environment, thanking him for his presentation to the 5 November 2021 meeting
- (g) Mr Joseph Rahme, Senior Manager, Stakeholder Engagement, NSW Telco, thanking him for his presentation to the 5 November 2021 meeting
- (h) Cr Linda Scott, President, LGNSW, thanking her and her team for providing meeting facilities for the 5 November 2021 meeting
- (i) The Hon Matt Kean MP, Treasurer and Minister for Energy and Environment, regarding the disposal of metropolitan waste at country locations close to metropolitan areas
- (j) The Hon Rob Stokes MP, Minister for Planning and Public Spaces and Minister for Transport and Roads, regarding the disposal of metropolitan waste at country locations close to metropolitan areas
- (k) The Hon Rob Stokes MP, Minister for Planning and Public Spaces and Minister for Transport and Roads, opposing the Proposed Employment Zones Framework applying to regional areas
- (l) Ms Jo Haylen MP, Shadow Minister for Roads, seeking support for better consultation with local government in local traffic matters particularly with NSW Speed Zoning Guidelines
- (m) Hon Paul Toole MP, Deputy Premier, Minister for Regional NSW and Minister for Regional Transport and Roads, seeking support for better consultation with local government in local traffic matters particularly with NSW Speed Zoning Guidelines
- (n) The Hon Matt Kean MP, Treasurer and Minister for Energy and Environment, requesting an urgent review into cost shifting from the State to Local Government
- (o) The Hon Barnaby Joyce MP, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, requesting a fairer grant system for small rural councils rather than having to contribute 50% co contributions for projects
- (p) The Hon Paul Toole MP, Deputy Premier, Minister for Regional NSW and Minister for Regional Transport and Roads, requesting a fairer grant system for small rural councils rather than having to contribute 50% co contributions for projects
- (q) The Hon Dominic Perrottet MP, Premier, asking for a bi partisan approach to bring mayoral and councilor allowances in rural NSW to reflect a midpoint between Queensland and Victorian mayoral and councilor allowances
- (r) Mr Chris Minns MP, Leader of the Opposition, asking for a bi partisan approach to bring mayoral and councilor allowances in rural NSW to reflect a midpoint between Queensland and Victorian mayoral and councilor allowances
- (s) Mr Robert Borsak MLC, asking for a bi partisan approach to bring mayoral and councilor allowances in rural NSW to reflect a midpoint between Queensland and Victorian mayoral and councilor allowances
- (t) Mr David Shoebridge MLC, asking for a bi partisan approach to bring mayoral and councilor allowances in rural NSW to reflect a midpoint between Queensland and Victorian mayoral and councilor allowances

- (u) Mr Mark Latham MLC, asking for a bi partisan approach to bring mayoral and councilor allowances in rural NSW to reflect a midpoint between Queensland and Victorian mayoral and councilor allowances
- (v) The Hon Shelley Hancock MP, Minister for Local Government, requesting that the State Government introduces the Rural Council Model as proposed under the Fit for the Future process
- (w) General Manager, Leeton Shire Council, regarding RFS Assets resolution
- (x) To the newly elected Mayors congratulating them on their election as Mayor
- (y) To the re elected Mayors congratulating them on their re election as Mayor

Incoming

- (a) The Hon Paul Toole MP, Deputy Premier, Minister for Regional NSW, regarding co contribution requirements for small rural councils participation in grant programs
- (b) The Hon Michael McCormack MP, forwarding letter from the Prime Minister regarding CMA initiatives
- (c) The Hon Matt Kean MP, treasurer, Minister for Energy and the Environment, regarding the NSW Energy from Waste Infrastructure Plan
- (d) The Hon Shelley Hancock MP, Minister for Local Government. regarding the term of office of Mayors elected by Councilors
- (e) Mr Brett Whitworf, Group Deputy Secretary, Planning, Delivery and Local Government, NSW Planning and Environment, regarding remuneration of mayors and councilors
- (f) The Hon Barnaby Joyce MP, Deputy Prime Minister, Minister for Infrastructure, Transport and Regional Development, regarding co contributions by councils for grants

NOTED

10. FINANCIAL REPORT

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

11. Councillor Linda Scott, President, ALGA

Cr Scott gave an overview of the past 50 years of the ALGA organisation, the current structure of the association, how it has been recalibrated to underpin successful advocacy, the challenges such as reliance on grants, recurrent funding and productivity commission, the priorities of the federal election campaign and the development of materials that councils can use, and what ALGA will do, and requesting case studies from councils that ALGA can use

12. Project Funding

This item was dealt with at the November 2021 meeting.

13. Bio Diversity Offset Scheme

RESOLVED That the Country Mayors Association express sincere concerns to the State Government on the impact on rural NSW and development opportunities for growth caused by the Bio Diversity Offset Scheme and the Minister for Environment and Heritage James Griffin be invited to attend a future meeting (Narromine Shire Council / Forbes Shire Council)

14. Treatment of RFS Assets

RESOLVED That the Country Mayors Association writes to the NSW OLG to request a copy of any opinion (legal or accounting or other) in relation to the accounting treatment of RFS assets by NSW Councils, respectfully requesting such opinion/s be furnished by 31 March 2022 (Leeton Shire Council / Bellingen Shire Council)

15. The Hon Sam Faraway, MLC, Minister for Regional Transport and Roads

The Minister has been touring northern NSW for the past week where a national disaster has been declared. As Minister for Regional Roads it was important to be there and assess needs. Response teams are in the area now. The regional and rural transport network is imperative and there has been a substantial investment by the NSW government. The Safer Roads Program and the Regional Roads Programs are very important. Work on the Raymond Terrace section of the M1 are due to start this year and the Coffs Harbour bypass will follow. The Great Western highway will open up the central west with \$4.5billion committed to the project. Mount Victoria will be bypassed. Railway maintenance is to move from Parramatta to Dubbo. The Country Bridges Program is replacing timber bridges in many council areas. The road reclassification program will take back 15,000Km of roads from councils. The second round of submissions was extended to the end of February due to COVID. The panel is to now review submissions and report to the Minister midyear

16. Mr Simon Hunter, Director Strategy and Innovation, NSW Department of Planning and Environment

Smart places has six pillars Skills and Jobs, Safety and Security, Environmental Quality, Equity Accessibility and Inclusion, Health and Well Being, and collaboration and Connection. It develops outcomes for citizens and businesses by applying consistency and a place based approach. Foundations are policy standards and governance. Building good foundations demonstrates a commitment and is a process to help. The State Governments \$45million investment was launched in December 2020. Examples of projects are Envisioning in 3D, Smart Irrigation Management, Openair, Smart Regional Space and Asset A1. The next stage is to accelerate uses of technology and data and they would like to assist regional NSW

17. Regional Road Transfer and Road Classification

Item was withdrawn as it was covered by the Minister

18. Health Forum

RESOLVED that the CMA make representation to the Minister for Rural Health The Hon Bronnie Taylor requesting that a health forum be conducted after the release of the Upper House Enquiry, to help to develop policies and outcomes and that an invitation be extended to the Shadow Minister for Health to attend and participate (Gunnedah Shire Council / Forbes Shire Council)

19. Declaration of Interests

Wingecarribee Shire Council requested that future agendas have Declaration of Interests item following the minutes which was agreed to

There being no further business the meeting closed at 12 noon.

Cr Ken Keith OAM

Chairman Country Mayor's Association of NSW

Department:	Office of the Chief Executive
Submitted by:	Councillor
Reference:	ITEM NM1/22
Subject:	NOTICE OF RESCISSION MOTION - ITEM GOV18/22 OF ORDINARY COUNCIL MEETING - 23 FEBRUARY 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK	
CSP Goal:	Leadership - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities.
CSP Strategy:	Maintain strong relationships with all levels of Government and proactively seek involvement in decision making impacting our Shire and the New England Northwest Region.
CSP Delivery Program	Provide sound and inclusive decisions using the Community Engagement Strategy to guide our interactions.

SUMMARY

A Notice of Rescission Motion was received on Monday, 28 February 2022 from Councillor Kim Rhodes.

OFFICER'S Recommendation:

That Council:

- (1) Move the rescission of Council Resolution 33/22 – Item GOV18/22 – Community Request – Tenterfield Rotary District Conference 2022 & Oracles of the Bush 2022 – which was resolved at the Ordinary Meeting of 23 February 2022.**

Motion 33/22

That Council

- (1) Advise Tenterfield Rotary Club and Oracles of the Bush that there will be no charges for the hire of equipment including plastic chairs for both Rotary and Oracles of the Bush committees, except the cloth covered chairs which will be hired at \$2 per chair per event day, should Rotary prefer cloth chairs.**
- (2) Charge a bond/administration fee as per 2021/22 Fees and Charges, and the administration charges as per cost recovery.**
- (3) Budget costs to Council to the Community Contributions and both groups are required to collect and return the goods.**

(Greg Sauer/Kim Rhodes)

Motion Carried

Following rescission of Item GOV18/22 – Community Request – Tenterfield Rotary District Conference 2022 & Oracles of the Bush 2022 of Council Motion 33/22. Council move that Item GOV18/22 be amended as follows:

New Motion

Notice of Motion No. 1 Cont...

- 1) Advise Tenterfield Rotary & Oracles of the Bush that there will be no charges for the hire equipment;**
- 2) Charge a bond/administration fee as per 21/22 fees and charges, and the administration charge as pr cost recovery;**
- 3) Budget costs to council to the Community Contributions and both groups are required to collect and return the goods.**

BACKGROUND

Councillor Rhodes foreshadowed a rescission motion of Item GOV18/22 following the vote at the Ordinary Council Meeting held on 23 February 2022.

REPORT:

Notice of Rescission Motion received 28 February 2022 signed by three (3) Councillors as required by Council's Code of Meeting Practice, Section 17.6 is attached to this report.

COUNCIL IMPLICATIONS:

1. Community Engagement / Communication (per engagement strategy)

Nil.

2. Policy and Regulation

- Council's Code of Meeting Practice

3. Financial (Annual Budget & LTFP)

Allocation of costs related to the equipment hire to be costed against "Community Contributions.

4. Asset Management (AMS)

Nil.

5. Workforce (WMS)

Community Development Advisor to facilitate collection/s.

6. Legal and Risk Management

Nil.

7. Performance Measures

Nil.

8. Project Management

Nil.

Daryl Buckingham
Chief Executive

Notice of Motion No. 1 Cont...

Prepared by staff member: Kim Rhodes

Approved/Reviewed by Manager: Daryl Buckingham, Chief Executive

Department: Office of the Chief Executive

Attachments: **1** MOTION TO RESCIND
RESOLUTION 2
Pages

Code of Meeting Practice

(Incorporating Local Government (Meetings) Regulations)

To: The Chief Executive

Tenterfield Shire Council

MOTION TO RESCIND RESOLUTION

We hereby give notice of the following motion of rescission:

31/22

Resolved

That Council

- (1) Advise Tenterfield Rotary Club and Oracles of the Bush that there will be no charges for the hire of equipment including plastic chairs for both Rotary and Oracles of the Bush committees, except the cloth covered chairs which will be hired at \$2 per chair per event day, should Rotary prefer cloth chairs.
- (2) Charge a bond/administration fee as per 2021/22 Fees and Charges, and the administration charges as per cost recovery.
- (3) Budget costs to Council to the Community Contributions and both groups are required to collect and return the goods.

(Greg Sauer/Kim Rhodes)

Motion Carried

GM Note:

NOTICE OF MOTION Should the rescission motion be ADOPTED we give notice that it is our intention to move the following motion in lieu thereof of which due notice is hereby given:

- 1) Advise Tenterfield Rotary & Oracles of the Bush that there will be no charges for the hire equipment.
- 2) Charge a bond / administration fee as per 21/22 Fees & charges, and the administration charges as per cost recovery.
- 3) Budget costs to Council to the Community Contribution & both groups are required to collect & return the goods.

Dated this 28th day of February (Year) 2022

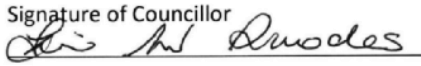
Signature of Councillor



Name of Councillor

J R Macmillan

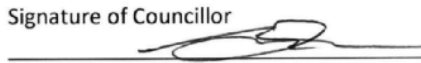
Signature of Councillor



Name of Councillor

Kim M Rhodes

Signature of Councillor



Name of Councillor

TIM R. BONNER

Department:	Office of the Chief Executive
Submitted by:	Executive Assistant & Media
Reference:	ITEM RES3/22
Subject:	COUNCIL RESOLUTION REGISTER - FEBRUARY 2022

LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK

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

SUMMARY

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

OFFICER'S RECOMMENDATION:

That Council notes the status of the Council Resolution Register to February 2022.

Daryl Buckingham
Chief Executive

Prepared by staff member:	Elizabeth Melling	
Approved/Reviewed by Manager:	Daryl Buckingham, Chief Executive	
Department:	Office of the Chief Executive	
Attachments:	1 Attachment 19 (Attachment Booklet 5) Resolution Resgister - February 2022	27 Pages