



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

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 22 FEBRUARY 2023**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", Administration Building, 247 Rouse St Tenterfield on Wednesday 22 February 2023 commencing at 9.30 am

### **ATTENDANCE**

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

### **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.*

## COMMUNITY CONSULTATION (PUBLIC ACCESS)

**ITEM GOV2/23** – QUARTERLY BUDGET REVIEW STATEMENT – DECEMBER 2022  
Ms Cheryl Jaques spoke against the Officer’s Recommendation.

### 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

**3/23** **Resolved** that Cr Peter Petty be noted as an apology.  
(Greg Sauer/Kim Rhodes)  
**Motion Carried**

#### 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
Nil.		

#### (ITEM MIN1/23) CONFIRMATION OF PREVIOUS MINUTES

**4/23** **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 21 December 2022

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

(John Macnish/Kim Rhodes)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

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

Nil.

**MAYORAL MINUTE**

**SUMMARY**

I, Mayor Bronwyn Petrie intend to move the following Mayoral Minute with respect to updating Council and ratepayers on the following issues: -

- (1) I have been attending the Regional and Rural Summit, Political Forum in Sydney and Country Mayor's Association meetings, major topics include:
  - (a) the housing crisis, rural health, roads infrastructure and labour force. I spoke with Roads Minister Sam Farraway MP regarding the transfer of the Mt Lindesay Rd and Bruxner Way back to the state government and he advised that nothing further would be done prior to the election and that roads with disaster funding on them cannot be transferred until those works are complete. Currently both our roads have disaster funding works underway. Of note for Councillors was the housing session where the General Manager of Tweed advocated for a new rating category for Airbnb accommodation and also taxation amendments.
  - (b) The recent Auditor General's Report on the 2020 Bushfire Recovery Grants that some shires including Tenterfield and the Blue Mountains appeared to have been treated poorly with the administration process of the Fast Tracked round lacking integrity, transparency and consistency, with Tenterfield missing out despite also having high impact and need. I have been advocating for a redress of this, so we receive comparable funding however the Deputy Premier advised me that because that fund was exhausted they had no capacity under it for additional funding. The matter has been referred to ICAC.
  - (c) Our Chief Executive and I conducted an airport inspection and subsequently met with the District Manager of the Northern Tablelands Rural Fire Service (RFS) team. He is supportive of installing a large water tank at the airport for firefighting and is pursuing RFS funding but if this is achieved RFS would pay for installation and maintenance, but the tank would become a council asset.

**Motion Carried**

## OPEN COUNCIL REPORTS

### OUR COMMUNITY

Nil.

### OUR ECONOMY

Nil.

*Gillian Marchant - Manager Waste & Water entered the meeting, the time being 9.37am*

## OUR ENVIRONMENT

### **(ITEM ENV1/23) FINALISATION OF CONTAMINATED RECYCLING BIN & BACKFLOW PREVENTION POLICIES FROM PUBLIC EXHIBITION.**

#### **SUMMARY**

The purpose of this report is for Council to receive and note the minor amendments of the New Contaminated Recycling Bin Policy and receive the New Backflow Prevention Policy aligned with Water & Waste.

**5/23**

**Resolved** that Council:

- (1) Note that there were no submissions received during the community consultation period on the new Backflow Prevention Policy and finalise adoption for inclusion in the Policy Register; and
- (2) Adopt the Contaminated Recycling Bin Policy noting the minor amendment resulting from community consultation feedback.

(Kim Rhodes/Greg Sauer)

**Motion Carried**

### **(ITEM ENV2/23) REPLACEMENT PLANT 26 WASTE SIDE LOADING TRUCK**

#### **SUMMARY**

The purpose of this report is to provide an update to Council, and gain endorsement to undertake a tender process to replace Plant Number 26, the old side loading waste collection vehicle.

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

**That Council:**

- (1) **Procure "Side Loader" in accordance with Council's Procurement Policies and Process; and**

- (2) **Approve the transfer of the funds from the Waste Fund Reserve to a value of the final purchase price (estimated at \$550,000) from the restricted Reserve to the Operational Budget to be formally resolved as part of the March 2023 Quarterly Budget Review process: and**
- (3) **Approve the donation of plant number 26 with a written down value of \$19,500 to Inverell TAFE (heavy vehicles).**

#### **AMENDMENT**

4) That unit 26 be transferred to the Tenterfield Transport Museum after Inverell TAFE have finished with the vehicle.

(Geoff Nye/Greg Sauer)

#### **Amendment Carried**

**6/23**

**Resolved** that Council:

- (1) Procure "Side Loader" in accordance with Council's Procurement Policies and Process; and
- (2) Approve the transfer of the funds from the Waste Fund Reserve to a value of the final purchase price (estimated at \$550,000) from the restricted Reserve to the Operational Budget to be formally resolved as part of the March 2023 Quarterly Budget Review process: and
- (3) Approve the donation of plant number 26 with a written down value of \$19,500 to Inverell TAFE (heavy vehicles), and
- (4) That Unit 26 be transferred to the Tenterfield Transport Museum after Inverell TAFE have finished with the vehicle.

(Geoff Nye/Kim Rhodes)

#### **Motion Carried**

*Gillian Marchant - Manager Waste & Water left the meeting, the time being 9.48am*

### **OUR GOVERNANCE**

#### **(ITEM GOV1/23) MONTHLY OPERATIONAL REPORT DECEMBER 2022 AND JANUARY 2023**

##### **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 2022/2023 Operational Plan.

7/23

**Resolved** that Council receives and notes the status of the Monthly Operational Report for December 2022 and January 2023.

(John Macnish/Kim Rhodes)

**Motion Carried**

*Roy Jones - Manager Finance & Technology entered the meeting, the time being 10.26 am.*

**(ITEM GOV2/23) QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2022**

**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).

8/23

**Resolved** that Council:

Adopts the December 2022 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) 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;
- c) Council continues to explore increases in operational income by considering selling assets and reassessing commercial lease agreements to increase cash flow to meet requirements for the financial year in line with original budget.

(Greg Sauer/Kim Rhodes)

**Motion Carried**

*Upon being put to the meeting, the motion was declared carried. The record of the vote was sought by Cr Giana Saccon and supported by the Chairperson.*

*Against the Motion was Councillor Giana Saccon.*

*Cr Tim Bonner (via zoom) left the meeting, the time being 10.55am*

**(ITEM GOV3/23) FINANCE & ACCOUNTS - PERIOD ENDED 31 DECEMBER 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.

**9/23**

**Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 December 2022.

(Kim Rhodes/Geoff Nye)

**Motion Carried**

**(ITEM GOV4/23) FINANCE & ACCOUNTS - PERIOD ENDED 31 JANUARY 2023**

**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.

**10/23**

**Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 January 2023.

(Greg Sauer/Kim Rhodes)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS**

**11/23**

**Resolved** that Standing Orders be suspended.

(Kim Rhodes/Greg Sauer)

**Motion Carried**

*The meeting adjourned for morning tea, the time being 11.09am.*

*The meeting reconvened, the time being 11.35am.*

**RESUMPTION OF STANDING ORDERS**

**12/23**

**Resolved** that Standing Orders be resumed.

(Kim Rhodes/John Macnish)

**Motion Carried**

## **(ITEM GOV5/23) CAPITAL EXPENDITURE REPORT AS AT 31 JANUARY 2023**

### **SUMMARY**

The purpose of this report is to show the Year-to-date (YTD) financial progress of Capital Works projects against the budget.

**13/23** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 January 2023.

(Kim Rhodes/Geoff Nye)

### **Motion Carried**

## **(ITEM GOV6/23) REPORT ON LOAN BALANCES**

### **SUMMARY**

The purpose of this Report is to inform Council of its loan balances as at 31 December 2022.

**14/23** **Resolved** that Council notes the loan balance as at 31 December 2022 was \$18,399,100.48 (\$18,848,630.12 as at 30 June 2022).

(Kim Rhodes/John Macnish)

### **Motion Carried**

*Roy Jones - Manager Finance & Technology left the meeting, the time being 11.42am.*

*Erika Bursford - Manager Records, Customer Service & Governance entered the meeting, the time being 11.42 am*

## **(ITEM GOV7/23) AUDIT, RISK AND IMPROVEMENT COMMITTEE - PROPOSED APPOINTMENT FOR SOUTHERN DOWNS REGIONAL COUNCIL MEMBER**

### **SUMMARY**

The Tenterfield Shire Council Audit, Risk and Improvement Committee (the Committee) provides 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. Council confirmed the Committee members for the current term of Council at its Ordinary Meeting of 23 February 2022.

The Committee was advised at its meeting of 7 December 2022 that the Southern Downs Regional Council (SDRC) committee member, Mr Andrew Page, would be stepping down due to his departure from SDRC. Mr Gurbindar Singh has been appointed as SDRC's Manager Finance and is proposed to fill the Committee position being vacated by Mr Page.



15/23

**Resolved** that Council confirm the Southern Downs Regional Council external independent committee member of the Tenterfield Shire Council Audit, Risk, and Improvement Committee to be Mr Gurbindar Singh.

(John Macnish/Kim Rhodes)

**Motion Carried**

*Erika Bursford - Manager Records, Customer Service & Governance left the meeting, the time being 11.46am.*

**(ITEM GOV8/23) NATIONAL GENERAL ASSEMBLY OF LOCAL GOVERNMENT 2023**

**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 2023 in Canberra, 13-16 June 2023 and to call for submission of Motions.

16/23

**Resolved** that Council:

- (1) Approve the attendance of the Chief Executive and Mayor Bronwyn Petrie at the National General Assembly of Local Government 2023 and Regional Cooperation & Development Forum to be held in Canberra, 13 to 16 June 2023.

(Greg Sauer/Kim Rhodes)

**Motion Carried**

**REPORTS OF DELEGATES & COMMITTEES**

**(ITEM RC1/23) MURRAY DARLING ASSOCIATION - REGION 11 ORDINARY MEETING MINUTES 25 NOVEMBER 2022**

17/23

**Resolved** that Council receive and note the Region 11 Ordinary Meeting Minutes from Friday 25 November 2022.

(Kim Rhodes/Geoff Nye)

**Motion Carried**

*David Counsell – Manager Assets & Program Planning entered the meeting, the time being 11.53am.*

**(ITEM RC2/23) TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - THURSDAY 2 FEBRUARY 2023**

18/23

**Resolved** that Council:

Receive and note the minutes of the Tenterfield Shire Local Traffic Committee meeting of 2 February 2023;

- (1) Adopt the following recommendations from General Business a) thru d):

- (a) ROUSE STREET VISITOR INFORMATION CENTRE PARKING SIGNS - That Council amend the regulatory parking signs for the Rouse Street parking spaces immediately in front of the Visitor Information Centre to 30-minute time limited parking;
- (b) TENTERFIELD HIGH SCHOOL CROSS COUNTRY EVENT - That Council approve the annual Tenterfield High School Cross Country event subject to Police approval and standard conditions;
- (c) ANZAC DAY – TENTERFIELD - That Council offer no objection to the temporary closure of roads including sections of Manners Street, Rouse Street and Molesworth Street associated with the annual ANZAC Day ceremony 25 April 2023 subject to approval by NSW Police and Transport NSW with standard conditions;
- (d) ANZAC DAY – URBENVILLE - That Council offer no objection to the temporary closure of streets including sections of Beaury Street, Tooloom Street and Clarence Way in Urbenville associated with the annual ANZAC Day ceremony 25 April 2023 subject to approval by NSW Police and Transport NSW with standard conditions.

(Giana Saccon/Tom Peters)

**Motion Carried**

**NOTICES OF MOTION**

Nil.

*David Counsell – Manager Assets & Program Planning left the meeting, the time being 12.07pm.*

*David Counsell – Manager Assets & Program Planning entered the meeting, the time being 12.13pm.*

**RESOLUTION REGISTER**

**(ITEM RES1/23) COUNCIL RESOLUTION REGISTER - JANUARY 2023**

**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.

**19/23**

**Resolved** that Council notes the status of the Council Resolution Register to January 2023.

(Kim Rhodes/Geoff Nye)

**Motion Carried**

*David Counsell – Manager Assets & Program Planning left the meeting, the time being 12.16pm.*

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 12.17pm.

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Councillor Bronwyn Petrie  
Mayor/Chairperson