

## OUTSTANDING ACTIONS REPORT

**Printed: Tuesday, 18 April 2023**  
**2:04:47 PM**  
**Date From:**  
**Date To:**

**Division:**  
**Committee:**  
**Officer:**

Meeting	Date	Officer	Title	Target
Council 27/02/2019	27/02/2019	Counsell, David	<b>Compulsory Acquisition of Crown Land for the Mount Lindesay Road Upgrade, 0-6km Section East of Legume</b>	13/03/2019

<b>30/19</b>	<p><b>Resolved</b> that Council:</p> <ol style="list-style-type: none"> <li>(1) Proceed with the compulsory acquisition of the land described as part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 for the purpose of operational land being for road widening in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 and subject to the Undetermined Aboriginal Land Claim being withdrawn; and</li> <li>(2) Make an application to the Minister and the Governor for approval to acquire part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 by compulsory process under section 177(1) and 177(2)(b) of the Roads Act 1993; and</li> <li>(3) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to the minimum 60 days.</li> </ol> <p style="text-align: right;">(Greg Sauer/Gary Verri)</p>
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<b>Notes</b>	<p><b>12 Oct 2022 3:26pm Counsell, David</b>  Meeting has been held with land surveyor to complete survey work now that fencing is complete and finalise acquisition plan preparation.</p> <p><b>14 Sep 2022 12:40pm Counsell, David</b>  Matter is still awaiting land surveyor to complete on site boundary pegging and preparation of the survey plan for lodgement.</p> <p><b>14 Feb 2022 2:56pm Gibbins, Jessica</b>  Awaiting final survey plans.</p> <p><b>02 Dec 2021 12:48pm Fitzpatrick, Christie</b>  Data imported from Resolution Register:  18.3.19 Awaiting Final plans to be sent with application to Minister.  12.4.19 No change to status.  10.5.19 No change.  12.7.19 Final plans being reviewed.  19.8.19 Pricing being sought from registered surveyors for the initial set out of proposed acquisition areas.  15.11.19 No change to status.  10.2.20 Section of existing boundary between 0.1 to 1 km has been pegged in consultation with RMS design review.  Advice of determination of Land Claim received for Lots 7016, 7017 &amp; 7020 received at start of November. Likely impacts to the project to be discussed with RMS.  11.5.20 Interim section 0.1km to 1.0km agreed with RMS for commencement of works once water is again available for construction. Drainage materials have been ordered and remaining sections to be surveyed with a view to minimise any compulsory acquisition required.  1.7.20 Survey of design centreline has been initially done on Legume 0-6.0km section and minor adjustments being considered to minimise extent of works impacting on adjacent properties.  7.8.20 The set out of a slightly modified alignment has commenced that should minimise extent of acquisition required.  Revised construction design plans have been sent to the consultant land surveyors for use in defining the land acquisition boundaries.  14.4.21 Land surveyors from Tenterfield are currently pegging proposed acquisition boundaries although access for this task has been hampered by recent wet ground conditions.  7.5.21 Surveyors are back on site continuing with field work.  7.6.21 Land surveyors are preparing plans for proposed acquisition.  14.10.21 Land surveyors have been delayed by wet weather to complete the field work to peg acquisition boundaries.  10.11.21 Ongoing process with surveyors to prepare survey plans.</p>
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Meeting	Date	Officer	Title	Target
Council 22/07/2020	22/07/2020	Counsell, David	<b>Tenterfield Common Easement and Lot Compulsory Acquisition</b>	27/07/2020

<b>133/20</b>	<p><b>Resolved</b> that Council:</p> <ol style="list-style-type: none"> <li>(1) Proceed with the compulsory acquisition of the interest in the land described as right of carriageway and easement for water supply within Lot 7023 DP1126222 and within Lot 7022 DP 1126834 for the purpose of creating and obtaining an easement for water supply and right of carriage way to the water source and pump infrastructure in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</li> </ol>
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			<p>(2) Proceed with the compulsory acquisition of the land described as subdivided Lot 7022 DP 1126834 for the purpose of subdivision and acquisition of the newly-formed Lot for the purposes of developing water infrastructure on the site and security infrastructure around the site in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>(3) Make an application to the Minister and the Governor for approval to acquire interest in the land described as right of carriageway and easement for water supply within Lot 7023 DP1126222 by compulsory process under section 186(1) of the Local Government Act;</p> <p>(4) Make an application to the Minister and the Governor for approval to acquire the subdivided Lot 7022 DP 1126834 by compulsory process under section 186(1) of the Local Government Act;</p> <p>(5) Classifies the land as operational land;</p> <p>(6) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to 30 days;</p> <p>(7) Proceed with the subdivision of the land described as Lot 7022 DP1126834 and all other processes required for the purpose of compulsory acquisition of the newly-formed Lot in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>(8) Proceed with the compulsory acquisition of the land described as 'Proposed Lot 1' for the purpose of developing a site for established emergency water infrastructure in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.</p> <p style="text-align: right;">(Brian Murray/Michael Petrie)</p>	

**Notes**

**02 Dec 2021 1:17pm Fitzpatrick, Christie**

Data imported from Resolution Register:

13.8.20 Jennings & Kneipp instructed to develop the 88B instrument for the easement.

CA application drafted.

No response from the Common Trust regarding their concurrence within the allotted timeframe.

9.9.20 Jennings & Kneipp are to develop the 88B instrument for the easement. No response from Common Trust regarding their concurrence within the allotted timeframe. CA application drafted and signed by CE.

15.10.20 Compulsory Land Acquisition submitted to Crown Lands for processing.

3.12.20 Sent to OLG as advised by Crown to begin next steps.

9.2.21 Register Acquisition Plan being finalised between surveyor and OLG.

10.3.21 Registered Acquisition Plan with NSW Land Registry Services for advice.

20.4.21 This acquisition has stalled as the Common Trust Board have not signed the papers for the Agreement.

11.6.21 Resending papers to trust.

Waiting on response

9.9.21 Advisements underway to proceed with acquisition due to second attempt with no response.

11.11.21 Several attempts made by phone and letter to the Common Trust since April 2021, however no response has been received.

Works are being scheduled to proceed.

Meeting	Date	Officer	Title	Target
Council 26/08/2020	26/08/2020	Counsell, David	<b>NOTICE OF MOTION - MARYLAND CULLENDORE ROAD THROUGH MARYLAND NATIONAL PARK</b>	9/09/2020

**176/20** **Resolved** that Council contact Crown Lands Department and National Parks & Wildlife Service informing them that Tenterfield Shire Council wishes to keep the Maryland Cullendore Road open.  
(Gary Verri/Bronwyn Petrie)

**Notes**

**20 Sep 2022 8:33am Coonan, Neville**

No action taken to date

**02 Dec 2021 1:24pm Fitzpatrick, Christie**

Data imported from Resolution Register:

11.9.20 Letter forwarded to NPWS dated 3 September 2020, awaiting response.

12.2.21 Phone meeting held NPWS & EO 14.12.20 further details to be discussed through CE & Manager EDCE

12.3.21 Meeting held with Acting CE,DI,EO & Manager EDCE. EO to provide response to NPWS.

19.4.21 NPWS has confirmed that gazettal documents have been withdrawn from the Ministers Office. Meeting to be arranged between TSC and NPWS.

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Meeting	Date	Officer	Title	Target
10.5.21			Making arrangements for NPWS to attend June 2021 Councillor Workshop.	
10.6.21			Councillor workshop with NPWS 10.06.21	
18.8.21			NPWS looking at all paper roads through NP. Will prioritise Maryland NP. TSC to pay for survey.	
14.10.21			Estimate of survey costs and any other expenses being arranged for consideration.	

Meeting	Date	Officer	Title	Target
Council 23/09/2020	23/09/2020	Marchant, Gillian	Mingoola Waste Transfer Station Site - Compulsory Acquisition	7/10/2020

**187/20** **Resolved** that Council:

- (1) Proceed with the compulsory acquisition of the land described as Lot 7013 in DP 1075621 for the purpose of developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and
- (2) Proceed with the compulsory acquisition of the land described as the western portion of subdivided Lot 7018 in DP 1075621 for the purpose of subdivision, acquisition and developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and
- (3) Make an application to the Minister and the Governor for approval to acquire Lot 7013 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and
- (4) Make an application to the Minister and the Governor for approval to acquire the western portion of the subdivided Lot 7018 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and
- (5) Classify the land as operational land; and
- (6) Proceed with the subdivision of the land described as Lot 7018 in DP 1075621 for the purpose of compulsory acquisition of the newly-formed Lot in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and
- (7) Arrange the survey of the formed road, known as Springfield Road, that traverses through Lot 7013 in DP 1075621 and dedicate this as a Public Road; and
- (8) Make an application to the Minister and the Governor for approval to acquire the newly-formed Road Lot that traverses through Lot 7013 in DP 1075621 by compulsory process under section 177(1) or 177(2)(a) or 177(2)(b) of the Roads Act.

(Brian Murray/Michael Petrie)

**Notes**

**17 Oct 2022 4:36pm Marchant, Gillian**

Negotiations ongoing

**14 Sep 2022 1:46pm Marchant, Gillian**

Negotiations ongoing.

**02 Dec 2021 1:26pm Fitzpatrick, Christie**

Data imported from Resolution Register:

15.10.20 TSC working with Crown Lands in relation to the compulsory acquisition.

6.11.20 Ongoing

4.12.20 Scoping the exact area required to negotiate with ALC. NSWALC providing advice on process.

9.2.21 Negotiations underway with local Aboriginal Council requesting the ALC to be amended to exclude the part required for the project. Awaiting their response.

10.3.21 This is awaiting response. NSW LALC are the claimant but won't change the claim until MLALC agree to.

20.4.21 Continues to stall awaiting advice from Aboriginal Land Council. Negotiations continue.

6.5.21 Project handover, negotiations continue.

11.6.21 Project negotiations continue.

19.7.21-18.10.21 Negotiations continue, arrangements to visit site once lockdown ended.

11.11.21 Negotiations continue.

Meeting	Date	Officer	Title	Target
Council 23/09/2020	23/09/2020	Marchant, Gillian	NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES	7/10/2020

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Meeting	Date	Officer	Title	Target
<b>202/20</b>			<b>Resolved</b> that Council investigate the opportunities that may be available near and including the town dam for recreational activities with a view to producing a master plan for presentation to the Council and subsequently the community.	
				(Bob Rogan/Greg Sauer)

**Notes**

**18 Jul 2022 4:34pm Marchant, Gillian**

Note masterplan grant applied for 14/07/2022

Fishing Platform fence has been altered to accommodate platform, quotations supplied and approved, meeting due 21/07/2022.

**02 Dec 2021 1:34pm Fitzpatrick, Christie**

Data imported from Resolution Register:

1.10.20 Scheduled for discussion at Councillor Workshop 21/10. Meeting with invited community members (due to COVID) 27/10.

1.12.20 Meetings held, results consolidated and provided for comment. Survey of parks underway. Focus group established.

15.4.21 Site inspection with focus group held, preliminary designs under investigation

6.5.21 Investigation into possible grants underway

11.6.21 - 9.9.21 Investigations continue-note awarded fishing platform grant

18.10.21 Signed Deeds of Grant

12.11.21 Platform planning underway.

Meeting	Date	Officer	Title	Target
Council 24/02/2021	24/02/2021	Davidson, Tamai	<b>Request to relocate the Band Hall to Leechs Gully Road (former Leechs Gully Hall Site)</b>	10/03/2021

<b>16/21</b>	<b>Resolved</b> that Council:			
	<p>(1) Supports the gifting of the Band Hall to the Leechs Gully Progress Association subject to the association being responsible for:</p> <ul style="list-style-type: none"> <li>(a) Ensuring the Band Hall can fit on the property by conducting an identification survey;</li> <li>(b) Ensuring the Band Hall transfer meets heritage requirements;</li> <li>(c) Paying for all costs associated with the relocation of the Band Hall;</li> <li>(d) All upkeep and maintenance on the band hall once ownership is formally transferred to the association.</li> </ul> <p>(2) Allocates up to \$50,000 to the Leechs Gully Progress Association towards the costs associated with the items in (1) above.</p> <p>(3) Negotiates with the Leechs Gully Progress Association on the proposed relocation of the Band Hall.</p>			
				(John Macnish/Bronwyn Petrie)

**Notes**

**18 May 2022 5:12pm Melling, Elizabeth**

Ongoing - Chief Executive Office met with Grant Johnson for an update 12 May 2022

**02 Dec 2021 1:47pm Fitzpatrick, Christie**

Data imported from Resolution Register:

24.2.21 Mr Rod Dowe was informed of Council's decision.

25.2.21 Mr Dowe will contact a surveyor re the recommendation of part 1 (a) as a first step in the process.

1.3.21 Mr Dowe provided with the names of some Heritage Consultants.

12.3.21 The above is evidence of part 3 of the recommendation being enacted.

20.4.21 The Gem Club have been advised of the council resolution and provided with contact with Leechs Gully Progress Association for continued use of the hall if relocation takes place.

4.5.21 Survey to be completed and relocation quotes are being sought by Progress Association

11.6.21 Nothing further to report.

19.7.21 Committee to meet and review Constitution.

13.8.21 Ongoing waiting for Progress Assoc to become an incorporated body.

8.10.21 Meeting to be organised with Progress Association and TSC

11.11.21 Meeting held on site to discuss the actions required to expedite the relocation of the Hall to Leeches Gully.

8.12.21 They have organised a heritage report which is due Feb 2022. PS is coordinating the matter.

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Meeting	Date	Officer	Title	Target
Council 24/03/2021	24/03/2021	Counsell, David	Snake Creek Road - Road Reserve Update	7/04/2021

<b>60/21</b>	<p><b>Resolved</b> that Council:</p> <p>(1) Proceed with the compulsory acquisition of the land described as part of Lot 7301 DP 1145839 for the purpose of dedicating a road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>(2) Make an application to the Minister and the Governor for approval to acquire part of Lot 7301 DP 1145839 by compulsory process under section 177 (2)(b) of the Roads Act 1993.</p> <p style="text-align: right;">(Greg Sauer/Bronwyn Petrie)</p>
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**Notes**

**12 Mar 2023 8:35pm Counsell, David**

Staff resources being allocated to this matter in April to revise the application.

**15 Nov 2022 4:12pm Melling, Elizabeth**

Staff member currently on extended leave until January 2023

**14 Feb 2022 2:58pm Gibbins, Jessica**

Collating documents for the new application to send to OLG

**02 Dec 2021 1:54pm Fitzpatrick, Christie**

Data imported from Resolution Register:

10.5.21 Office of Local Government application required.

15.6.21-19.7.21 Office of Local Government Application being drafted.

18.8.21 Application and attachments sent 17/8/21 OUT21/61C3BA5A.

14.10.21 Application rejected as need updated searches & correspondence. Being arranged for resubmitting.

Meeting	Date	Officer	Title	Target
Council 28/04/2021	28/04/2021	Counsell, David	Molesworth Street Drainage Easement	12/05/2021

<b>86/21</b>	<p><b>Resolved</b> that the matter of the Molesworth Street Draining Easement be deferred until the roles and responsibilities are determined in relation to stormwater discharge onto Lots 1 and 13.</p> <p style="text-align: right;">(Brian Murray/Michael Petrie)</p>
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**Notes**

**12 Mar 2023 8:38pm Counsell, David**

Report to Council planned for April meeting.

**08 Dec 2022 1:01pm Counsell, David**

Report to be prepared to Council early in 2023.

**14 Feb 2022 12:07pm Counsell, David**

Further advice on responsibilities being resolved with planning authorities and further report to be presented to Council in March 2022.

**02 Dec 2021 1:56pm Fitzpatrick, Christie**

Data imported from Resolution Register:

7.5.21 Matter referred to cross department meeting for discussion with Council's Planning and Building Departments for further action.

7.6.21 Council report from April has been discussed at cross department meeting and assessment of the extent of properties and impacts is being investigated.

19.7.21-18.10.21 Council Report to be prepared by Engineering with input from Planning Dept.

Meeting	Date	Officer	Title	Target
Council 23/02/2022	23/02/2022	Counsell, David	ACQUISITION OF PART OF PRIVATE LAND REQUIRED FOR ROAD WIDENING PURPOSES - BRUXNER WAY, TENTERFIELD	9/03/2022

<b>45/22</b>	<p><b>Resolved</b> 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.</p> <p style="text-align: right;">(John Macnish/Kim Rhodes)</p> <p><b>Motion Carried</b></p>
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**Notes**

**12 Mar 2023 8:39pm Counsell, David**

Survey plan completed, solicitors processing final title transfers. Final completion of matter to be confirmed.

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15 Nov 2022 4:13pm Melling, Elizabeth				
Staff member responsible on extended leave until January 2023				
14 Apr 2022 12:09pm Gibbins, Jessica				
Correspondence sent to applicable land owners.				

Meeting	Date	Officer	Title	Target
Council 22/06/2022	22/06/2022	Counsell, David	<b>McCliftys Road &amp; Bungulla Reserve Road - Public Gate &amp; Vehicle By-pass Applications</b>	6/07/2022

<b>124/22</b>	<b>Resolved</b> that Council as the Roads Authority under the Roads Act 1993:-
	<p>(1) Approves the installation of a public gate and vehicular by-pass on McCliftys Road at approx. 0.316km west of the New England Highway intersection and Bungulla Reserve Road at the intersection with Rosehill Road in accordance with Council Policy No 2.162 – Public Gates and Vehicle By-passes; and</p> <p>(2) Provide applicant with Council Consent as outlined in 4.2 Council’s Internal Administrative Procedures of Policy 2.162.</p> <p>(3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008.</p> <p style="text-align: right;">(Giana Saccon/Tom Peters)</p> <p><b><u>Motion Carried</u></b></p>

<b>Notes</b>
<p><b>12 Mar 2023 8:41pm Counsell, David</b>  Consents have been issued and works have commenced on both matters. Application process is complete.</p> <p><b>15 Nov 2022 4:13pm Melling, Elizabeth</b>  Staff member currently on extended leave until January 2023</p>

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Counsell, David	<b>AM White Drive reserve dedication</b>	10/08/2022

<b>148/22</b>	<b>Resolved</b> that Council proceed with action to formally dedicate Part of Lot 2 DP 815097 as a Public Road Reserve along A M White Drive from New England Highway to Bolivia Hall.
	(Tim Bonner/Peter Petty)
	<b><u>Motion Carried</u></b>

<b>Notes</b>
<p><b>12 Mar 2023 8:42pm Counsell, David</b>  Submission to TfNSW continuing.</p> <p><b>08 Dec 2022 1:01pm Counsell, David</b>  Details being compiled for submission to TFNSW to undertake dedication.</p> <p><b>14 Sep 2022 12:16pm Counsell, David</b>  Crown Lands have confirmed status of the land and do not object to proposed dedication. Matter will now be referred to Transport for NSW to progress the formal dedication as a road.</p> <p><b>17 Aug 2022 12:50pm Melling, Elizabeth</b>  Matter to be raised with Crown Lands for discussion of process.</p>

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Counsell, David	<b>Policy 2.162 Public Gates and Vehicle Bypasses</b>	10/08/2022

<b>159/22</b>	<b>Resolved</b> that Council:
	<p>Place Policy 2.162 Public Gates and Vehicle Bypasses on public display for 28 days to seek community input prior to reviewing the policy.</p> <p style="text-align: right;">(Peter Petty/Peter Murphy)</p> <p><b><u>Motion Carried</u></b></p>

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Meeting	Date	Officer	Title	Target
<b>Notes</b>				
<b>12 Mar 2023 8:43pm Counsell, David</b> Report to Council planned for April meeting.				
<b>08 Dec 2022 12:59pm Counsell, David</b> Report to Council yet to be completed.				
<b>14 Sep 2022 12:24pm Counsell, David</b> Public exhibition period has been held and a report will be prepared for Council to review the Policy.				
<b>12 Aug 2022 4:26pm Melling, Elizabeth</b> Put on Public Display - Website. 28 days on display.				

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Counsell, David	<b>Policy 2.130 Construction &amp; Maintenance of Property Access from Council Roads</b>	10/08/2022
<b>160/22</b>	<b>Resolved</b> that Council:  Place Policy 2.130 Construction & Maintenance of Property Access from Council Roads on public display for 28 days to seek community input prior to reviewing the policy.  <p style="text-align: right;">(Peter Petty/Peter Murphy)</p> <b>Motion Carried</b>			

<b>Notes</b>				
<b>12 Mar 2023 8:43pm Counsell, David</b> Report to Council meeting planned for April meeting.				
<b>08 Dec 2022 12:58pm Counsell, David</b> Revised drawings to be compiled and report to Council yet to be completed.				
<b>14 Sep 2022 12:26pm Counsell, David</b> Public exhibition period has been held and a report will be prepared for Council to review the Policy				
<b>12 Aug 2022 4:30pm Melling, Elizabeth</b> Policy on Public Display for 28 days - TSC Website.				

Meeting	Date	Officer	Title	Target
Council 24/08/2022	24/08/2022	Davidson, Tamai	<b>OPTIONS TO MANAGE 136 MANNERS STREET, TENTERFIELD.</b>	7/09/2022
<b>190/22</b>	<b>OFFICER'S RECOMMENDATION:</b>  <b>That Council delegate authority the Chief Executive to:</b>  <ol style="list-style-type: none"> <li><b>1. Leave the current lessee in occupation on a month to month basis at the same rent or;</b></li> <li><b>2. Commence negotiations for a new commercial lease over the property with the existing tenant at a market rent or;</b></li> <li><b>3. Commence negotiations for a new commercial lease over the property with the existing tenant at a concessional rent or;</b></li> <li><b>4. Investigate putting the property to the market for lease or;</b></li> <li><b>5. Investigate the sale of the property with vacant possession or subject to a lease at a market rent.</b></li> </ol> <b>AMENDMENT</b> That Council delegate authority to the Chief Executive to: <ol style="list-style-type: none"> <li>1. Leave the current lessee in occupation on a month to month basis for six months; and</li> <li>2. Commence negotiations for a new commercial lease over the property with the existing tenant at a market rent.</li> </ol> <p style="text-align: right;">(Peter Petty/Greg Sauer)</p>			

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			<p><b><u>Amendment Carried</u></b></p> <p><b><u>Resolved</u></b> that Council delegate authority the Chief Executive to:</p> <ol style="list-style-type: none"> <li>1. Leave the current lessee in occupation on a month to month basis for six months; and</li> <li>2. Commence negotiations for a new commercial lease over the property with the existing tenant at a market rent.</li> </ol> <p style="text-align: right;">(Peter Petty/Greg Sauer)</p> <p><b><u>Motion Carried</u></b></p>	
<p><b>Notes</b></p> <p><b>14 Feb 2023 9:27am Melling, Elizabeth</b> Report to go to March 2023 Ordinary Council Meeting</p> <p><b>02 Nov 2022 9:42am Coonan, Neville</b> A letter has been sent to the tenant advising them of the resolution.</p> <p><b>20 Sep 2022 8:35am Coonan, Neville</b> The tenant will be provided with a letter notifying them of the Council resolution. Market rent assessments will be organised towards the end of the 6 month period.</p>				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Counsell, David	<b>ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - SUNNYSIDE PLATFORM ROAD</b>	12/10/2022
<b>200/2</b>	<p><b><u>Resolved</u></b> that Council:</p> <ol style="list-style-type: none"> <li>(1) Agree to the acquisition of land adjacent to Sunnyside Platform Road for road widening purposes at the intersection of Bruxner Way; and</li> <li>(2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</li> </ol> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p><b><u>Motion Carried</u></b></p>			
<p><b>Notes</b></p> <p><b>13 Apr 2023 3:47pm Counsell, David</b> Registered valuer has been engaged to assess the value for this matter along with other similar tasks underway at present.</p> <p><b>12 Mar 2023 8:44pm Counsell, David</b> Acquisition plan completed and are with Solicitors to arrange to execute acquisition process.</p> <p><b>31 Jan 2023 9:37am Counsell, David</b> Surveyor is completing field work and acquisition plan to be prepared during February.</p> <p><b>08 Dec 2022 12:53pm Counsell, David</b> Surveyor has been engaged for acquisition plan and works to undertaken adjusted fencing has been programmed.</p> <p><b>12 Oct 2022 3:31pm Counsell, David</b> Preliminary meeting held with registered surveyor to assist in acquisition process.</p>				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Counsell, David	<b>ACQUISITION OF LAND REQUIRED FOR ROAD REALIGNMENT PURPOSES ON PADDYS FLAT ROAD NORTH</b>	12/10/2022
<b>201/22</b>	<p><b><u>Resolved</u></b> that Council:</p> <ol style="list-style-type: none"> <li>(1) Agree to the acquisition of land adjacent to Paddys Flat Road North for road realignment and widening purposes at Kangaroo Creek Bridge; and</li> <li>(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</li> </ol> <p style="text-align: right;">(Peter Petty/Tom Peters)</p>			



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Date From:  
Date To:

Division:  
Committee:  
Officer:

Meeting	Date	Officer	Title	Target
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**Motion Carried**

**Notes**

**13 Apr 2023 3:47pm Counsell, David**

Survey and acquisition plan preparation is continuing with the surveyors.

**12 Mar 2023 8:46pm Counsell, David**

Survey field work is yet to be completed.

**31 Jan 2023 9:35am Counsell, David**

Bridge approach works being finalised and surveyor is planning to undertake field work at the end of February.

**08 Dec 2022 12:55pm Counsell, David**

Surveyor has been engaged for acquisition plan. Fencing has been undertaken for new boundary.

**12 Oct 2022 3:33pm Counsell, David**

Meeting held with registered surveyor to assist in realignment acquisition process.

Meeting	Date	Officer	Title	Target
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Council 28/09/2022

28/09/2022

Counsell,  
David

**ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - MT LINDESAY ROAD BLER PROJECT**

12/10/2022

**202/22, 203/22**

**Resolved** that Council:

- (1) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes on various curves being widened under the BLER Fund project; and
- (2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.

(Peter Petty/Tom Peters)

**Motion Carried**

**Resolved** that Council:

- (1) Agree to the acquisition of land along Kildare Road for road aligning purposes; and
- (2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners in consideration to close an existing road reserve in exchange.

(Peter Petty/Tom Peters)

**Motion Carried**

**Notes**

**12 Mar 2023 8:47pm Counsell, David**

Solicitors are continuing the acquisition process with the two property owners.

**31 Jan 2023 9:32am Counsell, David**

Survey plans are completed and with Council's Solicitors for legal processing.

**08 Dec 2022 12:56pm Counsell, David**

Surveyor engaged, survey work undertaken and acquisition plan being compiled.

**02 Nov 2022 9:44am Counsell, David**

Field survey works have commenced for the acquisition.

**12 Oct 2022 3:35pm Counsell, David**

Preliminary meeting held with registered surveyor to assist in road widening acquisition with survey and plan preparation.

Meeting	Date	Officer	Title	Target
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Council 28/09/2022

28/09/2022

Counsell,  
David

**ACQUISITION OF LAND REQUIRED FOR ROAD ALIGNING PURPOSES ALONG KILDARE ROAD**

12/10/2022

**202/22, 203/22**

**Resolved** that Council:

- (1) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes on various curves being widened under the BLER Fund project; and

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Meeting	Date	Officer	Title	Target
			<p>(2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p><b>Motion Carried</b></p> <p><b>Resolved</b> that Council:</p> <p>(1) Agree to the acquisition of land along Kildare Road for road aligning purposes; and</p> <p>(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners in consideration to close an existing road reserve in exchange.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p><b>Motion Carried</b></p>	

### Notes

**13 Apr 2023 4:01pm Counsell, David**

Surveyor is still preparing acquisition plan as the matter is complex given nature and extent of the road alignment.

**12 Mar 2023 8:48pm Counsell, David**

Survey plans are still being compiled and have not yet been received from the land surveyors.

**31 Jan 2023 9:30am Counsell, David**

Surveyor has now completed field work pegging of proposed boundaries and plans are being compiled.

**08 Dec 2022 12:57pm Counsell, David**

Surveyor has been engaged and field survey work is partially undertaken with pegging of proposed boundary.

**12 Oct 2022 3:36pm Counsell, David**

Preliminary meeting held with registered surveyor to commence road reserve alignment process.

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Davidson, Tamai	<b>OPTIONS TO MANAGE 142 MANNERS STREET, TENTERFIELD.</b>	12/10/2022
<b>206/22</b>	<b>OFFICER'S RECOMMENDATION:</b>			
	<b>That Council delegate authority to the Chief Executive to:</b>			
	<ol style="list-style-type: none"> <li><b>1. Leave the current lessee in occupation of 'The Property' on a month to month basis at the same rent or;</b></li> <li><b>2. Commence negotiations for new commercial agreement(s) over 'The Property' with the existing tenant at market rents or;</b></li> <li><b>3. Commence negotiations for new commercial agreement(s) over 'The Property' with the existing tenant at a concessional annual payment or rent or;</b></li> <li><b>4. Investigate putting 'The Property' to the market for lease or;</b></li> <li><b>5. Investigate the sale of 142 Manners Street with vacant possession or subject to a lease at a market rent.</b></li> </ol>			

### Notes

**14 Feb 2023 9:30am Melling, Elizabeth**

Further Report to Council will be provided to the May 2023 Ordinary Council Meeting.

**02 Nov 2022 9:48am Coonan, Neville**

No action required at this time.

**19 Oct 2022 1:13pm Condrick, Jodie**

Letter has been sent to the current lessee

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Keneally, Fiona	<b>Sale of Surplus Plant Items</b>	12/10/2022

**211/22** | **Resolved** that Council:

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Meeting	Date	Officer	Title	Target
			(1) Delegate the Chief Executive the authority to arrange for sale of the surplus items of plant identified in the report by public auction with a reserve price to be set by the Chief Executive.  <p style="text-align: right;">(Greg Sauer/Geoff Nye)</p>	
<b>Motion Carried</b>				
<b>Notes</b> 18 Apr 2023 12:50pm Melling, Elizabeth Advised by Director Infrastructure that all surplus plant have been sold, with the Franna crane to be arranged in the coming weeks.				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Condrick, Jodie	Commence negotiations with the current occupier of Reserve R83670 with the intent of entering into a long term lease.	12/10/2022
212/22	<b>OFFICER'S RECOMMENDATION:</b>			
	<b>That Council:</b>			
	<p>(1) Ratify the Letter of Support (Attachment A) to current occupier to apply for a grant to revitalise the clubhouse by extending the kiosk function area and construct amenities, noting that any additional asset cost will be on Councils Asset Register until a Lease is effected;</p> <p>(2) Prepare and have approved a Plan of Management (PoM) for the Reserve (Reserve R83670 - Lot 599 DP 704008) in consultation with the occupiers, and</p> <p>(3) Provide 'in principle' approval for the Chief Executive to commence negotiations for a long-term Lease over the Reserve. The 'in principle' approval is provided subject to the satisfactory resolution of community consultation processes, necessary Crown Land approvals, satisfactory site analysis, Lease negotiation and development approval process.</p>			
<b>Notes</b> 19 Oct 2022 1:09pm Condrick, Jodie Letter of Support was sent and POM and lease are still being investigated				

Meeting	Date	Officer	Title	Target
Council 26/10/2022	26/10/2022	Melling, Elizabeth	2022 - REVIEW OF VARIATION OF WARD BOUNDARIES	9/11/2022
227/22	<b>Resolved</b> that pursuant to s.211(2) of the <i>Local Government Act 1993</i> (NSW) that Council advises:			
	<p>(1) The Electoral Commission of its elector numbers being greater than 10% in variance in the month of April and September 2022; and</p> <p>(2) That it is Council's intention to monitor the number of electors of each ward until April 2023, when Census 2021 data is fully integrated at the Electoral Commission NSW; and</p> <p>(3) Should, in April 2023, the elector numbers still be greater than a 10% variation it is then Council's intention to change the existing Ward Boundaries for the Local Government election to be held in September 2024.</p> <p style="text-align: right;">(Kim Rhodes/Greg Sauer)</p>			
<b>Motion Carried</b>				
<b>Notes</b> 18 Apr 2023 12:32pm Melling, Elizabeth Emailed NSW Electoral Commission seeking guidance on the rollover of Census data,. No response as yet. 10 Mar 2023 8:22am Melling, Elizabeth Reviewing figures for 2023 10 Feb 2023 1:52pm Melling, Elizabeth Review figures for January & February 23 to include in MOR				

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Meeting	Date	Officer	Title	Target
05 Dec 2022 11:11am Melling, Elizabeth				
Review variation monthly advise in MOR monthly until April 2023				
15 Nov 2022 4:30pm Melling, Elizabeth				
Will monitor enrolment figures in each Ward up to and including April 2023. Then start the boundary adjustment process should a greater than 10% margin be calculated.				

Meeting	Date	Officer	Title	Target
Council 26/10/2022	26/10/2022	Mills, Bruce	SALE OF SURPLUS LAND - BENDALL'S	9/11/2022

<u>245/22</u>	<p><b>Resolved</b> that Council:</p> <p>(1) Authorise the Chief Executive to Sell Bendall's (Lot 2 DP 1037068) via public auction; and</p> <p>(2) Seek quotations from Agents to List, advertise and manage the auction.</p> <p style="text-align: right;">(Kim Rhodes/Geoff Nye)</p> <p><b>Motion Carried</b></p> <p><i>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.</i></p> <p><i>Against the Motion was Councillors Giana Saccon and Tom Peters.</i></p>
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<p><b>Notes</b></p> <p>18 Apr 2023 12:44pm Melling, Elizabeth Officer negotiating with agent to achieve \$1m – as requested by Council. Offer received. Council Report - April 2023 Ordinary Council Meeting to resolve.</p> <p>10 Feb 2023 2:25pm Melling, Elizabeth Auction arranged with Nutrien Hardcourts 18 March 2023 at 11.30 am at their Rosue St property</p> <p>15 Nov 2022 4:38pm Melling, Elizabeth Staff have emailed and spoken to ALL local real estate agents, advising Council's decision and asked for quotes to sell "Bendall's". Four agents have responded. Staff will discuss proposals with Chief Executive when he returns to work and decide on which agent will be given the sale. Monday, 7 Nov 2022</p>
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Meeting	Date	Officer	Title	Target
Council 21/12/2022	21/12/2022	Counsell, David	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - THURSDAY 1 DECEMBER 2022	11/01/2023

<u>251/22</u>	<p><b>Resolved</b> that Council:</p> <p>(1) <b>Receive and note the report of the Tenterfield Shire Council Local Traffic Committee meeting of 1 December 2022;</b></p> <p>(2) <b>Adopt the recommendations from the meeting as follows:-</b></p> <p>a) <b>Traffic Accident - Tooloom Street, Urbenville</b> TfNSW recommends a traffic signage review of the area and applying for Fatal Crash Response funding if upgrades are required.</p> <p>b) <b>Manners Street, Tenterfield – request for pedestrian crossing.</b> Transport for NSW to assess the site in respect to the request for a pedestrian crossing given the close proximity to the New England Highway. Council to send a letter to TfNSW requesting assessment.</p> <p>c) <b>Rouse Street Telstra Driveway.</b> All line marking of the parking bays be reviewed and renewed in CBD.</p> <p>d) <b>Cycle Event.</b> That Committee note the application and recommend the event be approved subject to any requirements of Transport for NSW and NSW Police in liaison with The Saddlers Mountain Bike Club Tenterfield Inc. prior to event.</p> <p>e) <b>Manners Street Bus Stop.</b></p>
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Meeting	Date	Officer	Title	Target
			<p>That the Committee note the request and prior to considering any change to the existing bus stop in Manners Street, seek comments from Transport for NSW Traffic Section in respect to any traffic impacts to the Rouse Street (New England Highway) traffic and parking arrangement implications.</p> <p style="text-align: center;"><b>f) Proposed meeting dates for 2023</b> Committee accept meeting dates as presented.</p> <p style="text-align: right;">(Tom Peters/Tim Bonner)</p> <p><b><u>Motion Carried</u></b></p>	

**Notes**

**13 Apr 2023 4:02pm Counsell, David**

Outstanding actions are to be actioned when possible.

**12 Mar 2023 8:49pm Counsell, David**

Actions from the meeting are being programmed as resources allow.

Meeting	Date	Officer	Title	Target
Council 22/02/2023	22/02/2023	Marchant, Gillian	REPLACEMENT PLANT 26 WASTE SIDE LOADING TRUCK	15/03/2023
<b>6/23</b>	<p><b>OFFICER'S RECOMMENDATION:</b></p> <p><b>That Council:</b></p> <p>(1) Procure "Side Loader" in accordance with Council's Procurement Policies and Process; and</p> <p>(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</p> <p>(3) Approve the donation of plant number 26 with a written down value of \$19,500 to Inverell TAFE (heavy vehicles).</p> <p><b>AMENDMENT</b></p> <p>4) That unit 26 be transferred to the Tenterfield Transport Museum after Inverell TAFE have finished with the vehicle.</p> <p style="text-align: right;">(Geoff Nye/Greg Sauer)</p> <p><b><u>Amendment Carried</u></b></p>			

**Notes**

**06 Apr 2023 9:21am Marchant, Gillian**

Added to Vendor Panel

**10 Mar 2023 6:22pm Marchant, Gillian**

Updated RFT, to be added to Vendor Panel.

Meeting	Date	Officer	Title	Target
Council 22/02/2023	22/02/2023	Counsell, David	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - THURSDAY 2 FEBRUARY 2023	15/03/2023
<b>18/23</b>	<p><b>Resolved</b> that Council:</p> <p>Receive and note the minutes of the Tenterfield Shire Local Traffic Committee meeting of 2 February 2023;</p> <p>(1) Adopt the following recommendations from General Business a) thru d):</p>			

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Meeting	Date	Officer	Title	Target
			<p>(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;</p> <p>(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;</p> <p>(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;</p> <p>(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.</p> <p style="text-align: right;">(Giana Saccon/Tom Peters)</p> <p><b>Motion Carried</b></p>	

**Notes**

**13 Apr 2023 4:03pm Counsell, David**

Outstanding actions to be actioned, noting that signage upgrading near Bookookoorara bridge has been undertaken.

**12 Mar 2023 8:50pm Counsell, David**

Actions from the Februray meeting are being programmed as staffing resources allow.

Meeting	Date	Officer	Title	Target
Council 22/03/2023	22/03/2023	Melling, Elizabeth	<b>ANZAC DAY ARRANGEMENTS - TUESDAY, 25 APRIL 2023</b>	12/04/2023
<b>28/23</b>	<b>Resolved</b>		<p>(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</p> <p>(2) That Councillors be allocated to attend the Anzac Day services and events around the Shire as follows:</p> <p style="margin-left: 20px;">(a) The Mayor, Cr Bronwyn Petrie at the Tenterfield Dawn Service and Morning Service;</p> <p style="margin-left: 20px;">(b) Councillor Cr Tom Peters at the Dawn Service in Torrington;</p> <p style="margin-left: 20px;">(c) Councillor Cr Peter Petty &amp; Cr Tim Bonner at the Legume Service;</p> <p style="margin-left: 20px;">(d) Councillor Cr Tim Bonner at the Urbenville Service;</p> <p style="margin-left: 20px;">(e) Councillor Cr Peter Petty (Dawn) at the Jennings Service;</p> <p style="margin-left: 20px;">(f) Councillor Cr John Macnish at the Drake Service;</p> <p style="margin-left: 20px;">(g) Councillor Cr Tim Bonner at the Liston Service; and</p> <p style="margin-left: 20px;">(h) Councillor Cr Peter Murphy at the Mingoola Service.</p> <p style="text-align: right;">(Peter Petty/Kim Rhodes)</p> <p><b>Motion Carried</b></p>	

**Notes**

**18 Apr 2023 12:33pm Melling, Elizabeth**

Wreaths & Bools ordered and being prepared.

Meeting	Date	Officer	Title	Target
Council 22/03/2023	22/03/2023	Gibbins, Jessica	<b>CROWN LANDS PLAN OF MANAGEMENT RESERVE 57957 - JUBILEE PARK</b>	12/04/2023
<b>29/23</b>	<b>Resolved</b>		<p>that Council:</p> <p>(1) Endorse the draft Plan of Management Jubilee Park – Crown Reserve R57957; and</p>	

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Meeting	Date	Officer	Title	Target
	(2)	Forward the draft Plan of Management to the Crown Lands Minister for approval prior to the compulsory community consultation period.		
(Kim Rhodes/Greg Sauer)				
<b>Motion Carried</b>				
Notes				

Meeting	Date	Officer	Title	Target
Council 22/03/2023	22/03/2023	Mills, Bruce	OPTIONS FOR COMMUNITY MANAGEMENT OF THE TENTERFIELD VISITORS' INFORMATION CENTRE.	12/04/2023
33/23	<b>OFFICER'S RECOMMENDATION:</b>			
	<b>That Council:</b>			
	(1) Authorises the Chief Executive to advertise for Expressions of Interest (EOI) from appropriately Incorporated, not-for-profit, community group to manage the day-to-day visitor information services of the Tenterfield Visitors' Information Centre (VIC)			
Notes				
18 Apr 2023 12:48pm Melling, Elizabeth Expressions of Interest advertised.				

Meeting	Date	Officer	Title	Target
Council 22/03/2023	22/03/2023	Bursford, Erika	TENTERFIELD SHIRE WARD D COUNCILLOR VACANCY	12/04/2023
34/23	<b>Resolved</b> that Council:			
	(1) Set aside Council Resolution 5/22 of 12 January 2022 to call a by-election and have Council conduct an election in the event of a casual vacancy of civic office, and			
	(2) Makes application to the Minister for Local Government under section 294 of the NSW Local Government Act 1993 that the Tenterfield Shire Ward D civic office casual vacancy remain unfilled until the next ordinary Council elections are held, in September 2024.			
(Peter Petty/John Macnish)				
<b>Motion Carried</b>				
Notes				
18 Apr 2023 12:31pm Melling, Elizabeth Letter to Minister emailed and posted 17.4.2023				

Meeting	Date	Officer	Title	Target
Council 22/03/2023	22/03/2023	Davidson, Tamai	LEASING OF 136 MANNERS STREET, TENTERFIELD	12/04/2023
42/23	<b>Resolved</b> that Council:			
	(1) Accept the offer from Tenterfield Total Care in the amount of \$9,000.00 per annum plus GST with annual CPI increases from the first adversary date of lease, for the duration of the lease agreement.			
	(2) Commence drafting of a lease agreement for a five (5) year lease term with an option for a further five (5) years after that, to include minor internal maintenance as a responsibility of the lessee.			
	(3) Commence the lease from 1 April 2023.			
(Kim Rhodes/Peter Petty)				
<b>Motion Carried</b>				