

OUTSTANDING ACTIONS REPORT

Printed: Tuesday, 14 November 2023 12:54:22 PM
Date From:
Date To:

Division:
Committee:
Officer:

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

30/19	<p>Resolved that Council:</p> <p>(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of the Land Acquisition (Just Terms Compensation) Act 1991 and subject to the Undetermined Aboriginal Land Claim being withdrawn; and</p> <p>(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</p> <p>(3) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to the minimum 60 days.</p> <p style="text-align: right;">(Greg Sauer/Gary Verri)</p>
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Notes	<p>12 Oct 2022 3:26pm Counsell, David Meeting has been held with land surveyor to complete survey work now that fencing is complete and finalise acquisition plan preparation.</p> <p>14 Sep 2022 12:40pm Counsell, David Matter is still awaiting land surveyor to complete on site boundary pegging and preparation of the survey plan for lodgement.</p> <p>12 Aug 2022 4:33pm Melling, Elizabeth - Reallocation Action reassigned to Counsell, David by Melling, Elizabeth - as Jess Gibbins is away reallocated to Dave Counsell.</p> <p>14 Feb 2022 2:56pm Gibbins, Jessica Awaiting final survey plans.</p> <p>02 Dec 2021 12:48pm Fitzpatrick, Christie 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 & 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	Tenterfield Common Easement and Lot Compulsory Acquisition	27/07/2020

133/20	<p>Resolved that Council:</p> <p>(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</p>
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			<p>water source and pump infrastructure in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <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

10 Feb 2023 2:14pm Melling, Elizabeth - Reallocation

Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer works for Council.

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	NOTICE OF MOTION - MARYLAND CULLENDORE ROAD THROUGH MARYLAND NATIONAL PARK	9/09/2020
176/20	<p>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.</p> <p style="text-align: right;">(Gary Verri/Bronwyn Petrie)</p>			

Notes

10 Feb 2023 2:15pm Melling, Elizabeth - Reallocation

Action reassigned to Condrick, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council

02 Nov 2022 9:38am Coonan, Neville

No action taken

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Meeting	Date	Officer	Title	Target
20 Sep 2022 8:33am Coonan, Neville				
No action taken to date				
18 Jul 2022 4:01pm Melling, Elizabeth - Reallocation				
Action reassigned to Coonan, Neville by Melling, Elizabeth - This was previously in Cr Petrie's name.				
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.				
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	NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES	7/10/2020
202/20	Resolved 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.

18 Jul 2022 4:19pm Melling, Elizabeth - Reallocation

Action reassigned to Marchant, Gillian by Melling, Elizabeth - Returned to GM.

18 Jul 2022 4:04pm Melling, Elizabeth - Reallocation

Action reassigned to Keneally, Fiona by Melling, Elizabeth - Cr Rogan no longer involved with Council.

18 Jul 2022 4:03pm Melling, Elizabeth - Reallocation

Action reassigned to Marchant, Gillian by Melling, Elizabeth - Cr Bob Rogan no longer involved with Council.

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 23/09/2020	23/09/2020	Marchant, Gillian	Mingoola Waste Transfer Station Site - Compulsory Acquisition	7/10/2020
187/20	Resolved that Council:			
	<ol style="list-style-type: none"> (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 			

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Meeting	Date	Officer	Title	Target
			<p>(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</p> <p>(5) Classify the land as operational land; and</p> <p>(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</p> <p>(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</p> <p>(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.</p> <p style="text-align: right;">(Brian Murray/Michael Petrie)</p>	

Notes

17 Oct 2022 4:36pm Marchant, Gillian

Negotiations ongoing

14 Sep 2022 1:46pm Marchant, Gillian

Negotiations ongoing.

14 Sep 2022 1:42pm Melling, Elizabeth - Reallocation

Action reassigned to Marchant, Gillian by Melling, Elizabeth - Waste Management matter

18 Jul 2022 4:07pm Melling, Elizabeth - Reallocation

Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer involved with Council. Jessica Gibbins is on 6 months leave.

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 24/02/2021	24/02/2021	Davidson, Tamai	Request to relocate the Band Hall to Leeches Gully Road (former Leeches Gully Hall Site)	10/03/2021
16/21	Resolved that Council:			
	<p>(1) Supports the gifting of the Band Hall to the Leeches Gully Progress Association subject to the association being responsible for:</p> <ul style="list-style-type: none"> (a) Ensuring the Band Hall can fit on the property by conducting an identification survey; (b) Ensuring the Band Hall transfer meets heritage requirements; (c) Paying for all costs associated with the relocation of the Band Hall; (d) All upkeep and maintenance on the band hall once ownership is formally transferred to the association. <p>(2) Allocates up to \$50,000 to the Leeches Gully Progress Association towards the costs associated with the items in (1) above.</p> <p>(3) Negotiates with the Leeches Gully Progress Association on the proposed relocation of the Band Hall.</p>			

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Meeting	Date	Officer	Title	Target
				(John Macnish/Bronwyn Petrie)

Notes

16 Aug 2022 2:57pm Coonan, Neville

DA application including a heritage report has not yet been submitted.

11 Aug 2022 7:58am Condrick, Jodie - Reallocation

Action reassigned to Coonan, Neville by Condrick, Jodie - Neville is managing the removal of the Band Hall from Crown Street, Tenterfield.

18 Jul 2022 4:13pm Melling, Elizabeth - Reallocation

Action reassigned to Condrick, Jodie by Melling, Elizabeth - Paul Della no longer works for Council.

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 Leeches 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.

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

60/21	Resolved that Council:			
	(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;			
	(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.			
	(Greg Sauer/Bronwyn Petrie)			

Notes

12 Mar 2023 8:35pm Counsell, David

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

10 Feb 2023 2:17pm Melling, Elizabeth - Reallocation

Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins on extended leave. Feb 23

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 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

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45/22				
<p>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.</p> <p style="text-align: right;">(John Macnish/Kim Rhodes)</p> <p>Motion Carried</p>				
<p>Notes</p> <p>12 Oct 2023 9:05pm Counsell, David Matter will be finalised with solicitors.</p> <p>12 Mar 2023 8:39pm Counsell, David Survey plan completed, solicitors processing final title transfers. Final completion of matter to be confirmed.</p> <p>10 Feb 2023 2:17pm Melling, Elizabeth - Reallocation Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins is on extended leave 10.2.2023</p> <p>15 Nov 2022 4:13pm Melling, Elizabeth Staff member responsible on extended leave until January 2023</p> <p>14 Apr 2022 12:09pm Gibbins, Jessica Correspondence sent to applicable land owners.</p>				

Meeting	Date	Officer	Title	Target
Council 22/06/2022	22/06/2022	Counsell, David	McCliftys Road & Bungulla Reserve Road - Public Gate & Vehicle By-pass Applications	6/07/2022
124/22				
<p>Resolved that Council as the Roads Authority under the Roads Act 1993:-</p> <ol style="list-style-type: none"> (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 (2) Provide applicant with Council Consent as outlined in 4.2 Council’s Internal Administrative Procedures of Policy 2.162. (3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008. <p style="text-align: right;">(Giana Saccon/Tom Peters)</p> <p>Motion Carried</p>				
<p>Notes</p> <p>12 Oct 2023 9:07pm Counsell, David Inspection yet to be undertaken for finalisation of matter.</p> <p>12 Mar 2023 8:41pm Counsell, David Consents have been issued and works have commenced on both matters. Application process is complete.</p> <p>10 Feb 2023 2:18pm Melling, Elizabeth - Reallocation Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins is on extended leave 10.2.2023</p> <p>15 Nov 2022 4:13pm Melling, Elizabeth Staff member currently on extended leave until January 2023</p>				

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Counsell, David	Policy 2.130 Construction & Maintenance of Property Access from Council Roads	10/08/2022
160/22				
<p>Resolved that Council:</p> <p>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> <p style="text-align: right;">(Peter Petty/Peter Murphy)</p> <p>Motion Carried</p>				
<p>Notes</p> <p>15 May 2023 12:48pm Melling, Elizabeth Councillor Worksop - 10 May 2023</p>				

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

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Counsell, David	Policy 2.162 Public Gates and Vehicle Bypasses	10/08/2022
159/22	Resolved that Council:			
	Place Policy 2.162 Public Gates and Vehicle Bypasses on public display for 28 days to seek community input prior to reviewing the policy.			
	(Peter Petty/Peter Murphy)			
	Motion Carried			

Notes				
15 May 2023 12:48pm Melling, Elizabeth Councillor Workshop - 10 May 2023				
12 Mar 2023 8:43pm Counsell, David Report to Council planned for April meeting.				
08 Dec 2022 12:59pm Counsell, David Report to Council yet to be completed.				
14 Sep 2022 12:24pm Counsell, David Public exhibition period has been held and a report will be prepared for Council to review the Policy.				
12 Aug 2022 4:26pm Melling, Elizabeth Put on Public Display - Website. 28 days on display.				

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Counsell, David	AM White Drive reserve dedication	10/08/2022
148/22	Resolved 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)			
	Motion Carried			

Notes				
12 Mar 2023 8:42pm Counsell, David Submission to TfNSW continuing.				
08 Dec 2022 1:01pm Counsell, David Details being compiled for submission to TfNSW to undertake dedication.				
14 Sep 2022 12:16pm Counsell, David 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.				
17 Aug 2022 12:50pm Melling, Elizabeth Matter to be raised with Crown Lands for discussion of process.				

Meeting	Date	Officer	Title	Target
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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			<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><u>Motion Carried</u></p> <p><u>Resolved</u> 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><u>Motion Carried</u></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	OPTIONS TO MANAGE 142 MANNERS STREET, TENTERFIELD.	12/10/2022

OFFICER'S RECOMMENDATION:

That Council delegate authority to the Chief Executive to:

- 1. Leave the current lessee in occupation of 'The Property' on a month to month basis at the same rent or;**
- 2. Commence negotiations for new commercial agreement(s) over 'The Property' with the existing tenant at market rents or;**
- 3. Commence negotiations for new commercial agreement(s) over 'The Property' with the existing tenant at a concessional annual payment or rent or;**
- 4. Investigate putting 'The Property' to the market for lease or;**
- 5. Investigate the sale of 142 Manners Street with vacant possession or subject to a lease at a market rent.**

Notes

15 May 2023 12:50pm Melling, Elizabeth

Further Report will be provided to the June 2023 Ordinary Council Meeting

14 Feb 2023 9:30am Melling, Elizabeth

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

10 Feb 2023 2:21pm Melling, Elizabeth - Reallocation

Action reassigned to Davidson, Tamai by Melling, Elizabeth - Neville Coonan no longer works for Council

02 Nov 2022 9:48am Coonan, Neville

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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	Condrick, Jodie	Commence negotiations with the current occupier of Reserve R83670 with the intent of entering into a long term lease.	12/10/2022

OFFICER'S RECOMMENDATION:

That Council:

- (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;**
- (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**
- (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.**

Notes

10 Feb 2023 2:24pm Melling, Elizabeth - Reallocation

Action reassigned to Condrick, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council.

19 Oct 2022 1:11pm Condrick, Jodie - Reallocation

Action reassigned to Coonan, Neville by Condrick, Jodie - Neville needs to complete POM and arrange lease

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 28/09/2022	28/09/2022	Counsell, David	ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - SUNNYSIDE PLATFORM ROAD	12/10/2022

<u>200/2</u>	<p>Resolved that Council:</p> <ol style="list-style-type: none"> (1) Agree to the acquisition of land adjacent to Sunnyside Platform Road for road widening purposes at the intersection of Bruxner Way; and (2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners. <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p>Motion Carried</p>			
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Notes

13 Apr 2023 3:47pm Counsell, David

Registered valuer has been engaged to assess the value for this matter along with other similar tasks underway at present.

12 Mar 2023 8:44pm Counsell, David

Acquisition plan completed and are with Solicitors to arrange to execute acquisition process.

31 Jan 2023 9:37am Counsell, David

Surveyor is completing field work and acquisition plan to be prepared during February.

08 Dec 2022 12:53pm Counsell, David

Surveyor has been engaged for acquisition plan and works to undertaken adjusted fencing has been programmed.

12 Oct 2022 3:31pm Counsell, David

Preliminary meeting held with registered surveyor to assist in acquisition process.

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Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Counsell, David	ACQUISITION OF LAND REQUIRED FOR ROAD REALIGNMENT PURPOSES ON PADDYS FLAT ROAD NORTH	12/10/2022

201/22 **Resolved** that Council:

- (1) Agree to the acquisition of land adjacent to Paddys Flat Road North for road realignment and widening purposes at Kangaroo Creek Bridge; and
- (2) Authorise 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

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
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.

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Meeting	Date	Officer	Title	Target
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
Council 21/12/2022	21/12/2022	Counsell, David	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - THURSDAY 1 DECEMBER 2022	11/01/2023

[25/1/22](#)

Resolved that Council:

- (1) Receive and note the report of the Tenterfield Shire Council Local Traffic Committee meeting of 1 December 2022;**
- (2) Adopt the recommendations from the meeting as follows:-**
 - a) Traffic Accident - Tooloom Street, Urbenville**
TfNSW recommends a traffic signage review of the area and applying for Fatal Crash Response funding if upgrades are required.
 - b) Manners Street, Tenterfield – request for pedestrian crossing.**
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.
 - c) Rouse Street Telstra Driveway.**
All line marking of the parking bays be reviewed and renewed in CBD.
 - d) Cycle Event.**
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.
 - e) Manners Street Bus Stop.**
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.
 - f) Proposed meeting dates for 2023**
Committee accept meeting dates as presented.

(Tom Peters/Tim Bonner)

Motion Carried

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.

01 Feb 2023 9:49am Melling, Elizabeth - Reallocation

Action reassigned to Counsell, David by Melling, Elizabeth - Kelly Pitkin no longer works for Council.

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

[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):**

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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><u>Motion Carried</u></p>	

Notes

20 Jul 2023 11:21am Melling, Elizabeth

Signs updated. Need further inspection for accuracy.

10 May 2023 4:12pm Counsell, David

VIC Parking sign amendments to be programmed.

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	Davidson, Tamai	LEASING OF 136 MANNERS STREET, TENTERFIELD	12/04/2023
42/23	<p><u>Resolved</u> that Council:</p> <p>(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.</p> <p>(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.</p> <p>(3) Commence the lease from 1 April 2023.</p> <p style="text-align: right;">(Kim Rhodes/Peter Petty)</p> <p><u>Motion Carried</u></p>			

Notes

20 Jul 2023 11:18am Melling, Elizabeth

Total Care Executive are happy for solicitors to apply the changes to Lease. Meeting next Wednesday afternoon so could get it signed if Lease is ready beforehand.

20 Apr 2023 9:30am Davidson, Tamai

Request for lease sent to solicitors for drafting

Meeting	Date	Officer	Title	Target
Council 26/04/2023	26/04/2023	Counsell, David	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING MINUTES THURSDAY 6 APRIL 2023	17/05/2023
58/23	<p><u>Resolved</u> that Council:</p>			

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Meeting	Date	Officer	Title	Target
			Receive and note the minutes of the Tenterfield Shire Council Local Traffic Committee meeting of 6 April 2023; (1) And adopt the following recommendations from General Business a) thru c); (a) UNTAMED BORDER RUN – That Council offer no objection to the Killarney Show and Rodeo Society Inc to hold the Untamed Border Run event subject to Police approval and standard conditions; (b) CBD LOADING ZONE – That Council not install any further loading zone in the main CBD area along Rouse Street; (c) LIGHT HORSE DRIVE – Council noted that maintenance of Light Horse Drive is not Council responsibility and that the issue be raised with Crown Lands to request road maintenance be undertaken for the benefit of Police vehicles and therefore the community. <p style="text-align: right;">(Tom Peters/John Macnish)</p>	
Motion Carried				
Notes 20 Jul 2023 11:17am Melling, Elizabeth Contact from NSW Police to quote of repairs to pavement Sec 67 10 May 2023 4:09pm Counsell, David Actions from minutes being programmed				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Counsell, David	DISPOSAL OF DAMAGED STEEL STRUCTURE	14/06/2023
69/23	Resolved that Council agree to the disposal of the damaged steel structure as surplus scrap material. <p style="text-align: right;">(Greg Sauer/Peter Murphy)</p>			
Motion Carried				
Notes 12 Oct 2023 9:20pm Counsell, David Asset is yet to be advertised for sale due to resourcing. 20 Jul 2023 11:11am Melling, Elizabeth Inspection required for full description and access.				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Petty, Peter	NOTICE OF MOTION - INVESTIGATE THE EXTENSION OF WASTE SERVICES TO BILLIRIMBA ROAD, TENTERFEILD	14/06/2023
80/23	RECOMMENDATION: That Council receive a Report on the viability and interest of residents in extending waste service collection along Billirimba Road, from the intersection of Scrub Road and Billirimba Road to Steinbrook Hall. <p style="text-align: right;">(Peter Petty / Kim Rhodes)</p>			
AMENDMENT That Council receive a Report on the viability and interest of residents in extending waste service collection along: (1) Billirimba Road, from the intersection of Scrub Road and Billirimba Road to Steinbrook Hall. (2) Sunnyside Loop Road area (3) Scrub Road within a 10km radius <p style="text-align: right;">(Peter Murphy/Greg Sauer)</p>				
Amendment Carried				

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Meeting	Date	Officer	Title	Target
			<p>Resolved that Council receive a Report on the viability and interest of residents in extending waste service collection along:</p> <ul style="list-style-type: none"> (1) Billirimba Road, from the intersection of Scrub Road and Billirimba Road to Steinbrook Hall, and (2) Sunnyside Loop Road area, and (3) Scrub Road within a 10km radius. <p style="text-align: right;">(Peter Murphy/Greg Sauer)</p> <p>Motion Carried</p>	
<p>Notes 29 May 2023 4:53pm Melling, Elizabeth Further Report to Council on areas specified in the Resolution to be prepared by Manager Waste & Water.</p>				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Mills, Bruce	SALE OF COUNCIL OWNED LAND - 'BENDALL'S' 8933 NEW ENGLAND HIGHWAY, TENTERFIELD.	14/06/2023
85/23			<p>Resolved that Council:</p> <ul style="list-style-type: none"> (1) Rescinds Resolution No. 43/2023 Part (2) from Council's Ordinary Meeting of 22 March 2023 to authorise the Chief Executive Officer to open list the property for sale, being 'Bendalls' at 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) NSW 2372, and (2) Authorise the Chief Executive Officer to accept the offer of \$1,001,000 (exclusive of GST) from Shun Hung Pty Ltd to purchase 'Bendall's' at 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) NSW 2372, and (3) Should the contract of sale not be finalised by Shun Hung Pty Ltd, authorise the Chief Executive Officer to openly relist the property of 'Bendalls' at 8933 New England Highway, Tenterfield (Lot 2 DP 1037068) for a sale price of \$1,100,000 (exclusive of GST). <p style="text-align: right;">(John Macnish/Peter Murphy)</p> <p>Motion Carried Unanimously</p>	
<p>Notes 03 Oct 2023 4:05pm Melling, Elizabeth Settlement completed. 08 Aug 2023 1:53pm Melling, Elizabeth We are nearing settlement, just trying to work out a reservation on the title with Crown Grant (S) – dealing with solicitors and Crown Lands. There may be a bore that should have been transferred to the subdivision that TSC retains with the pump shed. 20 Jul 2023 11:01am Melling, Elizabeth Contracts exchanged and deposit received by agent. 22 Jun 2023 4:06pm Melling, Elizabeth Contracts signed. 29 May 2023 4:45pm Melling, Elizabeth Bruce Mills advised agent (Jack Thomas of Nutrien Harcourts) of Council's decision after the meeting 24 May 2023. Under Terms of the Offer, buyer has 60 days to finalise purchase. Monday, 29 May officer spoke with the agent who advised the buyer was confident of securing a bank loan.</p>				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Counsell, David	MOLESWORTH STREET DRAINAGE PIPE EASEMENT	14/06/2023
67/23			<p>Resolved that Council:</p> <ul style="list-style-type: none"> (1) Agree to seek an easement over the drainage pipe in Lot 4 Molesworth Street and payment of any compensation of the affected land; and 	

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	(2)		Authorise the Chief Executive to approve any compensation amount once an independent valuation has been undertaken and execute any associated documents to finalise the easement. (Peter Petty/Kim Rhodes)	
Motion Carried				
Notes				
20 Jul 2023 11:12am Melling, Elizabeth Surveyor to amend plans after liaising with owners of land.				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Counsell, David	MT LINDESAY ROAD BRYANS GAP ROAD LAND ACQUISITION	14/06/2023
64/23	Resolved that Council:			
	(1)		Agree to commence investigation of the Mt Lindesay Road public road reserve with respect to proposed rehabilitation works near Bryans Gap Road, and	
	(2)		Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes necessary for road rehabilitation, and	
	(3)		Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.	
				(Tim Bonner/Kim Rhodes)
Motion Carried				
Notes				
12 Oct 2023 9:15pm Counsell, David Surveyor boundary identification near the intersection has been completed. Further design work on hold pending Government review of funding grant.				
20 Jul 2023 11:16am Melling, Elizabeth Sent request to surveyor to confirm five boundary points.				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Counsell, David	MT LINDESAY ROAD – BOUNDARY ROAD LAND ACQUISITION	14/06/2023
65/23	Resolved that Council:			
	(1)		Agree to commence investigation of Mt Lindesay Road for the purpose of detailed design of a future roundabout at Boundary Road intersection, and	
	(2)		Agree to the acquisition of land adjacent to Mt Lindesay Road for the purpose of future roundabout construction, and	
	(3)		Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.	
				(Kim Rhodes/Tim Bonner)
Motion Carried				
Notes				
12 Oct 2023 9:17pm Counsell, David No further action to date due to resourcing levels - low priority as no capital works are funded in current program.				
20 Jul 2023 11:15am Melling, Elizabeth Updating correspondence to landowners. Preparing brief for surveyor.				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Counsell, David	SHERRATT ROAD TORRINGTON - ROAD RESERVE ACQUISITION	14/06/2023
66/23	Resolved that Council:			

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Meeting	Date	Officer	Title	Target
			<p>(1) Agree to commence investigations for the formalisation of a road reserve for Sherratt Road, Tomtoy Avenue and Eschman Lane, and</p> <p>(2) Undertake necessary searches, survey and plan preparation for the compulsory acquisition of Crown Land to form public road reserves.</p> <p style="text-align: right;">(Tom Peters/Kim Rhodes)</p> <p>Motion Carried</p>	
<p>Notes</p> <p>12 Oct 2023 9:19pm Counsell, David Information being compiled for meeting with Crown Lands office.</p> <p>20 Jul 2023 11:12am Melling, Elizabeth Liaising with Crown Lands to determine surveyors scope.</p>				

Meeting	Date	Officer	Title	Target
Council 30/06/2023	30/06/2023	Mills, Bruce	SALE OF COUNCIL OWNED LAND - LOT 1 DP 613385 (OPPOSITE TAFE), CLARENCE / HIGH STREET, TENTERFIELD	21/07/2023
113/23	<p>Resolved that Council:</p> <p>Sell the land known as:</p> <p>(1) Lot 1 DP 613385 as one lot;and</p> <p>(2) Authorise the Chief Executive to invite all local agents to list the property for sale by private treaty, at asking price of \$380,000.</p> <p style="text-align: right;">(Kim Rhodes/Geoff Nye)</p> <p>Motion Carried</p>			
<p>Notes</p> <p>03 Oct 2023 4:07pm Melling, Elizabeth Marketing now added</p> <p>08 Aug 2023 12:04pm Melling, Elizabeth All local agents written to by BM and invited to list the property for sale. Property is currently listed for sale on realestate.com</p>				

Meeting	Date	Officer	Title	Target
Council 30/06/2023	30/06/2023	Marchant, Gillian	SEWER CCTV AND RE-LINING RFQ - 08-22/23	21/07/2023
109/23, 110/23	<p>Resolved that Council:</p> <p>(1) Accept the tender Interflow Pty Ltd as outlined in the Report to undertake the sewer main re-lining and CCTV works.</p> <p style="text-align: right;">(Kim Rhodes/John Macnish)</p> <p>Motion Carried</p> <p>OFFICER'S RECOMMENDATION:</p> <p>That Council:</p> <p>(1) Waive the current \$48,213.30 excess water bill for the period to June 2023, and</p> <p>(2) Adjust the water bill as an average consumption for the June 2023 period.</p> <p style="text-align: right;">(Kim Rhodes / John Macnish)</p>			

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Meeting	Date	Officer	Title	Target
			<p>AMENDMENT</p> <p>That Council:</p> <p>(1) Waive the current \$48,213.30 excess water bill for the period to June 2023, and</p> <p>(2) Adjust the water bill as an average consumption for the June 2023 subject to satisfactory inspection by staff that remediation works have been carried out.</p> <p style="text-align: right;">(Peter Murphy / Greg Sauer)</p> <p><u>Amendment Carried</u></p> <p><u>Resolved</u> that Council:</p> <p>(1) Waive the current \$48,213.30 excess water bill for the period to June 2023, and</p> <p>(2) Adjust the water bill as an average consumption for the June 2023 period subject to satisfactory inspection by staff that remediation works have been carried out</p> <p style="text-align: right;">(Peter Murphy/Greg Sauer)</p> <p><u>Motion Carried</u></p>	

Notes

10 Nov 2023 4:38pm Marchant, Gillian

Completed

13 Oct 2023 3:36pm Marchant, Gillian

Works completed

14 Sep 2023 9:37am Marchant, Gillian

Works underway

08 Aug 2023 1:58pm Melling, Elizabeth

Advise successful tender. Interflow engaged and works are in progress for commencement as end of July and continues into August.

Meeting	Date	Officer	Title	Target
Council 23/08/2023	23/08/2023	Counsell, David	SUNNYSIDE HALL ROAD - PUBLIC GATE & VEHICLES BY-PASS APPLICATION	13/09/2023
134/23	<p><u>Resolved</u> that Council:</p> <p>(1) Approve the alteration of an existing public gate with a new grid (gate and vehicular by-pass) installation on Sunnyside Hall Road located 100m from Bruxner Way; and</p> <p>(2) Provide the applicant with Council Consent in accordance with Policy 2.162 subject to no objections being received.</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;">(Peter Petty/Tom Peters)</p> <p><u>Motion Carried</u></p>			

Notes

12 Oct 2023 9:20pm Counsell, David

No objections have been received and approval for installation is being prepared.

19 Sep 2023 11:48am Ritchie, Hayley

Advertised in Your Local News, Website. Submissions closed 13 September 2023.

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Sauer, Greg	REPORTS OF DELEGATES & COMMITTEES - MURRAY DARLING COMMITTEE REGION 11 - MEETING MINUTES 18 AUGUST 2023	18/10/2023

Notes

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Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Mills, Bruce	PROPOSED SIX-MONTH RENT OF THE CONTAINER CAFE AT THE YOUTH PRECINCT SKATE PARK	18/10/2023

[176/23](#) **Resolved** that Council:

Rent the Container Café to Hayley Williamson for a trial period of six months at \$100/week (incl GST) with the rent including water and electricity.

(Kim Rhodes/Greg Sauer)

Motion Carried

Notes
03 Oct 2023 4:06pm Melling, Elizabeth
Advised preferred EOI recipient of their success. Drafting agreement.

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Marchant, Gillian	REPLACEMENT SIDE LOADER WASTE TRUCK	18/10/2023

OFFICER'S RECOMMENDATION:

That Council:

- (1) Note that market testing has been undertaken to ensure fairness, accountability and transparency and that substantial time has been consumed in tendering procedures and undertakings; and
- (2) Procure the project works in accordance with Local Government (General) Regulation 2021 - 178(3)(e) as detailed in the report; and
- (3) Delegate to the Chief Executive authority to negotiate, with other tenderers and award the contract to deliver the side loader truck waste tender

Notes
10 Nov 2023 4:39pm Marchant, Gillian
Negotiations continue
13 Oct 2023 3:39pm Marchant, Gillian
Negotiations underway

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Marchant, Gillian	DAM SAFETY EMERGENCY PLAN FOR TENTERFIELD CREEK DAM	18/10/2023

[174/23](#) **Resolved** that Council:

(1) Receive and adopt the Dam Safety Emergency Plan for Tenterfield Creek Dam.

(Kim Rhodes/Peter Petty)

Motion Carried

Notes
10 Nov 2023 4:39pm Marchant, Gillian
Completed
13 Oct 2023 3:38pm Marchant, Gillian
Report updated completed

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Jones, Roy	2022/2023 FINANCIAL STATEMENTS TO BE REFERRED FOR AUDIT	18/10/2023

[165/23](#) **Resolved** that Council;

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Meeting	Date	Officer	Title	Target
			<p>(1) In relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):</p> <p style="margin-left: 20px;">a) Council resolves that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2023 and Special Schedules are properly drawn up in accordance with the provisions of the Local Government Act 1993, (as amended) and the Regulations there under; and</p> <p style="margin-left: 20px;">b) That the Financial Statements be approved and signed by the Mayor, the Deputy Mayor, the Chief Executive and the Responsible Accounting Officer.</p> <p>(2) That the Financial Statements be referred to Council's Auditor for audit; and</p> <p>(3) That the audited Financial Statements be forwarded to the Office of Local Government by 31 October 2023; and</p> <p>(4) That the Chief Executive Officer be delegated authority to place the Audited Financial Statements on public exhibition from Wednesday, 1 November 2023 if possible (or the soonest practicable alternative date if not) and that notice be given that Council will present its Audited Financial Statements at the Ordinary Council Meeting to be held on 22 November 2023 if possible (or the soonest practicable alternative date if not); and</p> <p>(5) That the audited Financial Statements be presented at the meeting of Council to be held on 22 November 2023 if possible, in accordance with Section 419(1) of the Local Government Act 1993 (as amended) or alternatively at the soonest practicable date as determined by the Chief Executive Officer.</p> <p style="text-align: right;">(Peter Petty/Greg Sauer)</p> <p><u>Motion Carried</u></p>	

Notes

13 Oct 2023 11:25am Melling, Elizabeth
Signed by the Mayor, Deputy Mayor and Chief Executive.

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Mills, Bruce	RECOMMENDATION FOR FUTURE OF VISITOR INFORMATION SERVICES UPDATE	18/10/2023
156/23			<p><u>Resolved</u> that Council:</p> <p>(1) Continues to Work with the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) to transfer Visitor marketing Services to the Chamber, as per its updated proposal – revised plan – attached.</p> <p>(2) and that council adopts the financial agreement also attached</p> <p>(3) As per the attached financial agreement, Council allocates \$200,000 (two hundred thousand dollars) over three years to the TCTIB to establish the community-led social enterprise model:</p> <ul style="list-style-type: none"> • \$100,000 in FY 2023/24 with \$50,000 for its Alternate Plan (signs, brochure stands, major outdoor signs and Tourism Destination Digital Guestbook) plus annual payment of \$50,000 to deliver visitor marketing and promotional services. • \$50,000 annual payment in FY 2024/25 • \$50,000 annual Payment in FY 2025/26 <p style="text-align: right;">(John Macnish/Tim Bonner)</p> <p><u>Motion Carried</u></p>	

Notes

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Meeting	Date	Officer	Title	Target
03 Oct 2023 4:05pm Melling, Elizabeth				
Officer has prepared Funding Agreement and IP handover letter for the Chamber for its final agreement at its AGM on Monday, 9 Oct.				

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Mills, Bruce	SALE OF COUNCIL-OWNED PROPERTY AT 142 MANNERS ST, TENTERFIELD - CURRENTLY USED BY TENFM	18/10/2023

OFFICER'S RECOMMENDATION:

That Council:

- (1) Sell the property at 142 Manners St, Tenterfield by listing with all interested local real estate agents at an asking price of \$450,000- \$500,000; and
- (2) Authorise the Chief Executive to sign all necessary documents to list the property, negotiate with agents and sign any contract to execute the sale; and
- (3) Work with the community group running TEN FM to find a suitable alternative site to continue its operations as a community radio station.

Notes

03 Oct 2023 4:05pm Melling, Elizabeth
Deferred until 25 Oct 2023 ordinary Council Meeting

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Melling, Elizabeth	COMMUNITY CONTRIBUTIONS/DONATIONS - 2023/2024 FINANCIAL YEAR	18/10/2023

OFFICER'S RECOMMENDATION:

That Council adopt the individual allocation of community contributions / donations to a total of \$10,000 as detailed below.

Notes

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Melling, Elizabeth	COUNCIL DELEGATES ON COMMITTEES, EXTERNAL BOARDS & ASSOCIATIONS - Period September 2023 to September 2024	18/10/2023

163/ Resolved that Council determines the Committees and representation on external bodies, specific purpose committees and other associations as listed below for the proceeding twelve (12) month period, 27 September 2023 to September 2024;

Specific Purpose Committees	Representation	Delegate/s September 2023 to September 2024	Meeting Frequency
Audit & Risk Committee	Mayor	Mayor (observer)	Quarterly
Contributions/Donations Assessment Panel	Mayor + 3 Councillors + 1 Reserve Councillor	Mayor, Cr Greg Sauer, Cr Peter Murphy, Cr John Macnish, Reserve Cr Kim Rhodes	Annually following adoption of OP
Australia Day Awards Committee	Mayor + 3 Councillors + 1 Reserve Councillor	Mayor, Cr Peter Petty, Cr John Macnish, Cr Greg Sauer, Reserve Cr Kim Rhodes	Annually following Closure of nominations Dependent on nomination numbers
Sir Henry Parkes Memorial School of Arts Joint Management Committee	Mayor + 1 Councillor	Mayor, Cr Kim Rhodes	Parked until required
Tenterfield Saleyards	Mayor + 2	Mayor, Cr Peter Petty,	First Tuesday every

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Officer:

Meeting	Date	Officer	Title	Target
Advisory Committee	Councillors	Cr Tim Bonner	three (3) months or as needed.	
Aboriginal Advisory Group	Mayor + 1 Councillor	Mayor, Cr Peter Murphy	Deferred until required	
Heritage Advisory Committee	Mayor + 2 Councillors	Mayor, Cr Kim Rhodes, Cr Tim Bonner	As required.	
Disability, Inclusion & Access Advisory Committee	1 Councillor + 1 Alt Councillor	Cr Tim Bonner, Cr John Macnish (alt)	Quarterly	
Parks & Gardens Advisory Committee	3 Councillors	Cr Peter Murphy, Cr Geoffrey Nye, Cr Tim Bonner + Cr Kim Rhodes (alt)	Six (6) monthly or as required	
Tourism Advisory Committee	Mayor + 2 Councillor	Mayor, Cr Kim Rhodes, Cr Tim Bonner	Council Res 119/23 (6) Remove the Tenterfield Tourism Advisory Committee from the TSC Committee Register From the date of Commencement of the Newly formed TCTIB Tourism subcommittee.	
TCTIB – Tourism Committee	2 Councillors	Cr Kim Rhodes + Cr Tim Bonner	As required	
Youth Advisory Group	Mayor + 2 Councillor	Mayor, Cr Greg Sauer, Cr Peter Murphy	Deferred until required	
External Boards, Committees & Organisations				
Country Mayors Association	Mayor	Mayor	Quarterly	
Arts North West	Manager Arts, Culture & Library Services + 1 Councillor	Cr Kim Rhodes	May & November	
Border Region Organisation of Councils (BROC)	Mayor + 1 Councillor	Mayor, Deputy Mayor	Quarterly	
Northern Inland Regional Waste	Manager Waste & Water	Manager Waste & Water	Change of Terms of Reference	
North West Weight of Loads Group	Director Infrastructure	Director Infrastructure	Change of Terms of Reference	
Local Health Advisory Committee	Mayor	Mayor	Monthly	
Tenterfield Shire Local Traffic Committee	Mayor + 2 Councillors	Mayor, Cr Tom Peters & Cr Tim Bonner	Every second month	
Local Emergency Management Committee	Mayor + 1 Councillor	Mayor, Cr Tom Peters	Quarterly	
Bushfire Management Committee	1 Councillor	Cr Tom Peters	Quarterly	
NSW RFS Service Level Agreement Liaison	Mayor +1 Councillor	Mayor, Cr Tom Peters	Annually	

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Meeting	Date	Officer	Title	Target
Committee				
Tenterfield Liquor Accord	1 Councillor	Cr Kim Rhodes	NSW Police Responsibility	
NSW Public Libraries Association	1 Councillor	Cr John Macnish	Twice per year	
Granite Borders Landcare Committee Inc	1 Councillor	Cr Bronwyn Petrie	GBLC directly contact	
Northern Tablelands Regional Weeds Committee	Biosecurity Staff	Weeds Officer	New Terms of Reference - staff	
Murray Darling Association	Executive Member + Mayor/and or Deputy Mayor	Cr Greg Sauer, Mayor, Deputy Mayor	Quarterly	
Tenterfield FM Radio Association	1 Councillor	Cr Tom Peters	Monthly	
Community Safety Precinct Committee	Mayor	Mayor	Quarterly	
Bruxner Way Joint Committee	Mayor	Mayor	Disbanded	
Joint Regional Planning Panels	Mayor + 1 Councillor as alternative	Mayor, Cr Petty/Cr Sauer (Alt)	As required	
National Timber Councils'	1 Councillors	Cr Bronwyn Petrie	As required	
Tenterfield Heavy Vehicle Bypass Economic Enhancement Advisory Group -	All Councillors	All Councillors	<i>This group is "deferred" until further notice</i>	
Community Engagement Forums				
Our Community	Mayor + 3 Councillors	Mayor, Cr Greg Sauer, Cr Kim Rhodes, & Cr Geoff Nye		
Our Economy	Mayor + 3 Councillors	Mayor, Cr Greg Sauer, Cr Kim Rhodes & Cr Geoff Nye		
Our Environment	Mayor + 3 Councillors	Mayor, Cr Peter Petty, Cr Peter Murphy & Cr Tom Peters		
(John Macnish/Peter Petty)				
Motion Carried				

Notes

13 Nov 2023 2:49pm Melling, Elizabeth

Updated Committees Register to be emailed to all Councilors and Managers and uploaded to website.

13 Oct 2023 11:23am Melling, Elizabeth

Letters sent to Aboriginal Advisory Group and Youth Advisory Group Members advising of group deferral.

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Wisniewski, Jessica	2023/24 LOCAL HERITAGE PLACES FUND APPLICATIONS	18/10/2023
158/23	Resolved that Council:			
	(1) Endorses the offers of funding, as detailed in the attachment to this report, and forwards a Letter of Offer to the eligible applicants; and			
	(2) Redistribute any funding not accepted, or not claimed by the claim date, amongst completed eligible projects.			

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Meeting	Date	Officer	Title	Target
				(Peter Petty/Kim Rhodes)
<u>Motion Carried</u>				
Notes				

Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Davidson, Tamai	MT MACKENZIE LOOKOUT - CROWN LAND MANAGER REQUEST	18/10/2023
157/23	Resolved that Council:			
	Notify the Department of Crown Lands that Council is not in a financial position to become the Crown Land Manager for the Mount Mackenzie Lookout site however recognise the community benefit the asset provides.			
	(Peter Petty/Kim Rhodes)			
<u>Motion Carried</u>				
Notes				
12 Oct 2023 2:18pm Melling, Elizabeth				
Crown Lands advised of Council Resolution. 11.10.2023				

Meeting	Date	Officer	Title	Target
Council 25/10/2023	25/10/2023	Counsell, David	REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE COUNCIL - LOCAL TRAFFIC COMMITTEE - MEETING MINUTES - THURSDAY 5 OCTOBER 2023	15/11/2023
23/23, 24/23, 25/23	Resolved			
	That Council receive this report for Discussion			
	(Kim Rhodes/Tim Bonner)			
<u>Motion Carried</u>				
RECOMMENDATION				
That the report and recommendations from the Tenterfield Shire Local Traffic Committee meeting of 5 October 2023 be received and noted.				
RECOMMENDATIONS ARISING FROM MINUTES:				
<ul style="list-style-type: none"> • LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY) Noted that Transport NSW will continue to progress this matter with new consultants. • DRAKE REVITALISATION – BRUXNER HIGHWAY Noted that Council staff will meet with Transport NSW staff in relation to the Bruxner Highway aspects of the project in Drake. • HIGH STREET BUS ZONE The Committee recommended that the existing bus zone be removed and that the two bus zone signs be removed. • AMOSFIELD ROAD ACCIDENT • Noted the accident details and recommended that an assessment be undertaken of curve signage along the road for any required maintenance and safety enhancement, particularly along Dalmoak Road. • STANTHORPE STREET CLOSURE, LISTON That no objection be made to a temporary closure of Stanthorpe Street in Liston for the event, subject to concurrence from Council staff and NSW police once documents are received to hold a public event, closing of road including traffic control arrangements, notification of the public by the organisers, public liability insurance and payment of any applicable fees and charges. • MT LINDESAY ROAD CULVERT 				

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 Committee:
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Meeting	Date	Officer	Title	Target
			<p style="color: red;">That the committee recommended that the widening of the culvert be considered with any road formation upgrading through the village if external grant funding can be obtained for design or construction.</p> <ul style="list-style-type: none"> <li style="margin-bottom: 10px;"> • MT LINDESAY ROAD TREES It was noted that this would be referred to the works department to assess for any maintenance required to ensure the path of large vehicles is not obstructed. <li style="margin-bottom: 10px;"> • MT LINDESAY ROAD SURFACE DEPRESSIONS It was noted that the works department has already been assessing these locations for a program of maintenance the correct the surface travel condition. <li style="margin-bottom: 10px;"> • B DOUBLE ROUTE ASSESSMENTS The Committee recommended that if external grant funding can be obtained, assessment be undertaken of future B-Double Routes along the Regional Road Network within the Shire to identify any likely restrictions and opportunities. <p>Resolved That Council receive this report for Discussion.</p> <p style="text-align: right;">(Kim Rhodes/Tim Bonner)</p> <p>Motion Carried</p> <p>AMENDMENT</p> <p>That the report and recommendations from the Tenterfield Shire Local Traffic Committee meeting of 5 October 2023 be received and noted, with an amendment to HIGH STREET BUS ZONE item as outlined below.</p> <p>RECOMMENDATIONS ARISING FROM MINUTES:</p> <ul style="list-style-type: none"> <li style="margin-bottom: 10px;"> • LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY) Noted that Transport NSW will continue to progress this matter with new consultants. <li style="margin-bottom: 10px;"> • DRAKE REVITALISATION – BRUXNER HIGHWAY Noted that Council staff will meet with Transport NSW staff in relation to the Bruxner Highway aspects of the project in Drake. <li style="margin-bottom: 10px;"> • HIGH STREET BUS ZONE The Committee recommended that the existing bus zone be removed and that the two bus zone signs be removed. <i>Council wishes to defer this decision to allow further consultation.</i> <li style="margin-bottom: 10px;"> • AMOSFIELD ROAD ACCIDENT Noted the accident details and recommended that an assessment be undertaken of curve signage along the road for any required maintenance and safety enhancement, particularly along Dalmoak Road. <li style="margin-bottom: 10px;"> • STANTHORPE STREET CLOSURE, LISTON That no objection be made to a temporary closure of Stanthorpe Street in Liston for the event, subject to concurrence from Council staff and NSW police once documents are received to hold a public event, closing of road including traffic control arrangements, notification of the public by the organisers, public liability insurance and payment of any applicable fees and charges. <li style="margin-bottom: 10px;"> • MT LINDESAY ROAD CULVERT That the committee recommended that the widening of the culvert be considered with any road formation upgrading through the village if external grant funding can be obtained for design or construction. <li style="margin-bottom: 10px;"> • MT LINDESAY ROAD TREES It was noted that this would be referred to the works department to assess for any maintenance required to ensure the path of large vehicles is not obstructed. <li style="margin-bottom: 10px;"> • MT LINDESAY ROAD SURFACE DEPRESSIONS It was noted that the works department has already been assessing these locations for a program of maintenance the correct the surface travel condition. 	

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			<ul style="list-style-type: none"> • B DOUBLE ROUTE ASSESSMENTS The Committee recommended that if external grant funding can be obtained, assessment be undertaken of future B-Double Routes along the Regional Road Network within the Shire to identify any likely restrictions and opportunities. (Bronwyn Petrie/Greg Sauer) <p>Amendment Carried</p> <p>Resolved that the report and recommendations from the Tenterfield Shire Local Traffic Committee meeting of 5 October 2023 be received and noted, with an amendment to HIGH STREET BUS ZONE item as outlined below.</p> <p>RECOMMENDATIONS ARISING FROM MINUTES:</p> <ul style="list-style-type: none"> • LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY) Noted that Transport NSW will continue to progress this matter with new consultants. • DRAKE REVITALISATION – BRUXNER HIGHWAY Noted that Council staff will meet with Transport NSW staff in relation to the Bruxner Highway aspects of the project in Drake. • HIGH STREET BUS ZONE The Committee recommended that the existing bus zone be removed and that the two bus zone signs be removed. Council wishes to defer this decision to allow further consultation. • AMOSFIELD ROAD ACCIDENT • Noted the accident details and recommended that an assessment be undertaken of curve signage along the road for any required maintenance and safety enhancement, particularly along Dalmoak Road. • STANTHORPE STREET CLOSURE, LISTON That no objection be made to a temporary closure of Stanthorpe Street in Liston for the event, subject to concurrence from Council staff and NSW police once documents are received to hold a public event, closing of road including traffic control arrangements, notification of the public by the organisers, public liability insurance and payment of any applicable fees and charges. • MT LINDESAY ROAD CULVERT That the committee recommended that the widening of the culvert be considered with any road formation upgrading through the village if external grant funding can be obtained for design or construction. • MT LINDESAY ROAD TREES It was noted that this would be referred to the works department to assess for any maintenance required to ensure the path of large vehicles is not obstructed. • MT LINDESAY ROAD SURFACE DEPRESSIONS It was noted that the works department has already been assessing these locations for a program of maintenance the correct the surface travel condition. • B DOUBLE ROUTE ASSESSMENTS The Committee recommended that if external grant funding can be obtained, assessment be undertaken of future B-Double Routes along the Regional Road Network within the Shire to identify any likely restrictions and opportunities. (Bronwyn Petrie/Greg Sauer) <p style="text-align: center;">Motion Carried</p>	
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Notes

Meeting	Date	Officer	Title	Target
Council 25/10/2023	25/10/2023	Counsell, David	ROAD ASSET MANAGEMENT PLAN REVIEW	15/11/2023

OFFICER'S RECOMMENDATION:

