



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING MONDAY 23 JUNE 2025

MINUTES OF THE **ORDINARY COUNCIL MEETING** OF THE TENTERFIELD SHIRE COUNCIL held at the "Koreelah Room", Council Administration Building, 247 Rouse Street, Tenterfield, NSW on Monday 23 June 2025 commencing at 9:30 AM

ATTENDANCE

Councillor Bronwyn Petrie (Mayor) (Until 10.32 am)
Councillor Greg Sauer (Deputy Mayor) (Until 10.32 am)
Councillor Owen Bancroft
Councillor Tim Bonner
Councillor Peter Murphy
Councillor Tom Peters
Councillor Greg Purcell
Councillor Kim Rhodes
Councillor Roger Turner

ALSO IN ATTENDANCE

General Manager (Hein Basson)
Director Corporate Services (Liz Alley)
Director Infrastructure Services (Matthew Francisco)
Executive Assistant & Media (Allison Graham)

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

COMMUNITY CONSULTATION (PUBLIC ACCESS)

Mr Sean Constable, Business Development Officer of the Campervan & Motorhome Club of Australia (CMCA), addressed Council on Item ENV11/25 – Development Application 2024.104 Caravan Park – 44 Francis Street, Tenterfield, him being against the officer's recommendation.

Ms Kat Davis, President of Tenterfield Chamber of Tourism, Industry and Business (TCTIB), addressed Council on Item ECO5/25 – Sir Henry Parkes Memorial: School of Arts: Non-Exclusive use of Foyer: Facility Permitted Use Licence: Tenterfield Chamber of Tourism, Industry and Business, her being in favour of the officer's recommendation.

Recording of the session commenced at 9.00am.

WEBCASTING OF THE MEETING

The Mayor read the following:

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

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

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

OPENING AND WELCOME

The Mayor welcomed everyone to the June Council Meeting.

CIVIC PRAYER

The Mayor read the following:

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

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



ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following:

We acknowledge the Ngarabal, Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people as the traditional custodians of various parts of the Tenterfield Shire.

APOLOGIES

84/25 Resolved

1. That leave of absence be granted to Councillor Peter Petty, who was unable to attend the rescheduled Council Meeting on Monday, 23 June 2025 because of a prior business commitment.
2. That also, early departure from the meeting be granted to Mayor Bronwyn Petrie and Deputy Mayor Greg Sauer, to allow them travel time to meet their flight commitments from Brisbane to Canberra, for attendance of the 2025 National General Assembly (NGA).
3. That Councillor Tim Bonner be nominated to act as Chair upon the departure of both the Mayor and Deputy Mayor.

(Greg Sauer/Kim Rhodes)

Motion Carried

DISCLOSURE & DECLARATIONS OF INTEREST

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

Name	Type	Item
Councillor Tim Bonner	Less than significant Non - Pecuniary	ENV 11/25 Development Application 2024.104 Caravan Park – 44 Francis Street, Tenterfield.

(ITEM MIN5/25) CONFIRMATION OF PREVIOUS MINUTES

85/25 Resolved

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

- Ordinary Council Meeting – 28 May 2025

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

(Greg Sauer/Kim Rhodes)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

Nil.

MAYORAL MINUTE

86/25 Resolved

That Council congratulates the following two community members for being recently recognised for their community service efforts as part of the King's Birthday Honours List 2025; with the Australian Fire Service Medal being awarded to both, and that a letter of congratulations be forwarded on Councils behalf to these recipients:

- **Captain Edwin John Gray of the Fire and Rescue NSW Brigade, Tenterfield for his distinguished service within this Brigade.**
- **Group Captain Wayne Halliday of the Sandy Flat/Bolivia Brigade for his distinguished service in the Rural Fire Service (RFS).**

(Bronwyn Petrie/Tim Bonner)

Motion Carried

RECOMMENDATIONS FOR ITEM COM14/25 TO BE CONSIDERED IN CONFIDENTIAL SECTION

87/25 Resolved

That:-

- a) The meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10A(2) of the *Local Government Act 1993*; and
- b) The Agenda and associated correspondence, unless specified are not to be released to the public as they relate to a matter of either personal hardship, personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Peter Murphy/Gregory Purcell)

Motion Carried

OPEN COUNCIL REPORTS

OUR COMMUNITY

**(ITEM COM15/25) LOCAL TRAFFIC COMMITTEE MEETING
RECOMMENDATIONS - JUNE 2025**

SUMMARY

The purpose of this report is to for Council to consider the recommendations arising from the Tenterfield Shire Council Local Traffic Committee Meeting of 4 June 2025.

The Minutes of the above-mentioned meeting are attached for Councillors' information.

88/25 Resolved

That Council:

- (1) Notes and receives the report and recommendations from the Tenterfield Shire Council Local Traffic Committee Meeting of 4 June 2025.
- (2) Adopts the following recommendations in the Local Traffic Committee Minutes from Items 1 through to 8:
 - 1) Transport For NSW (TfNSW) – Addressing numerous matters during its visit to Tenterfield:
 - Miles and Scott Street Intersection, after reviewing, TfNSW advise a "STOP" Sign at this intersection is not warranted. A "Give Way" sign is also not necessary, the 'T' intersection works as it should.



- Crown/Miles Street 'T' Intersection - Give Way treatment is suitable, however not necessary, TfNSW support no additional signage in the 50km/hr zone.
- Bus Stop (for Northern Rivers Bus Service) will be assessed.
- Hynes Bridge Intersection, draft new signage has been received by TfNSW, required amendment.
- Heavy Vehicle Parking signage received and to be installed shortly in Jennings.
- Pedestrian Crossing in Rouse Street reviewed, it has the appropriate treatment, there are no safety issues, no objection from NSW Police.
- Naas/Logan Street Intersection, does not warrant a "STOP" sign. Can be treated with a "Give Way" sign if Council wishes.

Speed Zone Reviews Completed by TfNSW:

Rivertree Road and Undercliffe Road will have a speed reduction to 80km/hr. Signs have been ordered. Council to provide a quote to TfNSW for the signage installation. Council requested that the reports on the speed zone review be provided to the Local Traffic Committee (LTC).

With the following Speed Zones to be reviewed by TfNSW:

- Bruxner Way from the end of the existing 80 zone to the Sunnyside Platform Rd.
- Mt Mackenzie Road – Tenterfield to Kildare Road.
- Old Ballandean Road - Bellevue Rd & Boundary Road.
- Sunnyside Loop Road.
- Sunnyside Platform Road.
- Mt Lindesay Road between Old Boundary Road and Black Swamp Road.
- Mt Lindesay Road, around Lindrook Road (entrance to State Forest) – Angry Bull Trails (ABT) Project.

2) Untamed Border Run, 21 June 2025 – Event Application.

The event organisers have provided a Traffic Management Plan and signage map for their event.

Council to forward application and documents to Laine Muller (TfNSW) and Chris Belson (NSW Police) for the event approval team to review.

3) Killarney Road, Legume – Request for Bus stop signage.

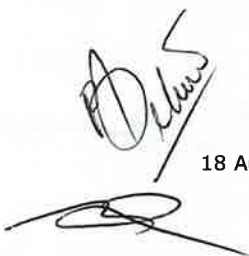
TfNSW has contacted the bus operator. The bus operators are relied on to determine the best place to stop. The bus is using the most appropriate location to stop. Bus signage could be used at the location.

No further signage recommended.

4) Kelly's Road – request for school bus signage, stopping and times.

The bus stop is in an appropriate location and nothing is required to change. Council can install signage if desired.

No further signage recommended.



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- 5) Request from St Joseph's Primary School, extra pickup/drop off parking on Scott Street.

The proposed change to the parking arrangement in Scott Street is not permissible within the regulations. The signage could be updated to "NO STOPPING" at the location. Council to advise the school and provide feedback.

- 6) Koreelah Creek Bridge – Request from resident who resides on Mt Lindesay Road near the bridge. Request for approaches to bridge for clearer/more signage on bridge approaches for speed reduction and one way traffic.

TfNSW review of the area confirms that there was ample signage installed. Onsite inspection by TfNSW to be done to check all signage is still in place.

Ensure vegetation removal is carried out for adequate sight distance.

On the western side of the bridge the speed advisory is 35km/h. There is no Give Way Hold Line on the bridge. TfNSW to add to their Tenterfield Shire Inspection list.

- 7) Request from Urbenville Rural Fire Service (RFS), for a "No standing" or "Keep Clear" in the area opposite the roller door entrance to the station in Urban Street. There is also the SES shed next door. Council to install appropriate signage "No Parking" and to liaise with the RFS and NSW State Emergency Service (SES), to confirm what is the best usage.

- 8) Red Bull Race, The Sun Running Event – NSW Police asked if Council had received any applications for the event to be held, Council confirmed no applications have been received. (NSW Police) to contact Kerri Hampton (locally involved with the event) for a contact person at 'Red Bull Race' for the event and to then advise Council with details answered on this event, the same information to then also be passed on to Laine Muller (TfNSW).

(Owen Bancroft/Tim Bonner)

Motion Carried

The Mayor requested for this item to be discussed after Item GOV 49/25 and before Item GOV 50/25.

89/25

Resolved

That Item COM16/25 be discussed after Item GOV 49/25 and before Item GOV 50/25.

(Greg Sauer/Tim Bonner)



OUR ECONOMY

(ITEM ECO5/25) SIR HENRY PARKES MEMORIAL SCHOOL OF ARTS: NON-EXCLUSIVE USE OF FOYER: FACILITY PERMITTED USE LICENCE: TENTERFIELD CHAMBER OF TOURISM, INDUSTRY AND BUSINESS

SUMMARY

The purpose of this report is for Council to consider the amended draft Facility Permitted Use Licence allowing for the non-exclusive use of the foyer area of the Sir Henry Parkes Memorial Building to be used by the Tenterfield Chamber of Tourism, Industry and Business for purpose of creating a welcoming space for face-to-face interaction with visitors to Tenterfield town and the local government area – further facilitating and growing the visitor economy to the area and region.

In the lead-up discussion before the resolution below was adopted, Councillor Peter Murphy moved an amendment to paragraph one of the recommendation as was printed in the Business Paper, for the words “non-binding” to be inserted in front of the wording “Branding Guidelines”. This amendment to the wording was seconded by Councillor Kim Rhodes, and accepted by the mover and seconder of the motion (i.e. Councillors Kim Rhodes and Tim Bonner) for the recommendation to be approved by Council – including the four dot-point additions to paragraph one as is formulated in the resolution below.

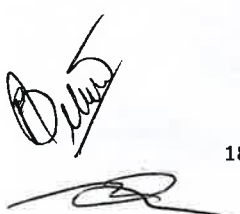
90/25

Resolved

That Council:

1. Approves the Facility Permitted Use Licence between the Tenterfield Shire Council and the Tenterfield Chamber of Tourism, Industry and Business (TCTIB), annexed to the report as Attachment 1, and notes the non-binding Branding Guidelines attached to the report as Attachment 2 (which will be incorporated into the mentioned Licence document as Annexure B) – with a target commencement date of 1 July 2025 and an expiry date of 30 June 2028, or another starting date shortly thereafter that is practically achievable by both parties, constituting the first three year term agreement period, with the following amendments:

- **The wording “every six months” in Clause 7.3 (a) and (b) of the “Facility Permitted Use Licence” to be changed to “every three months”;**
- **The word “ceiling” to be inserted between the wording “walls” and “or floors” in Clause 8.1 (p) of the “Facility Permitted Use Licence”;**
- **Item 11 in the “Reference Schedule” of the “Facility Permitted Use Licence” to be amended to provide for more flexibility depending on the availability of volunteers;**
- **For an additional clause pertaining to the storage of brochures and other advertising materials in an acceptable**



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area within the School of Arts building be added to the "Facility Permitted Use Licence".

2. Approves the option provided in Item 7 of the afore-mentioned Licence for another three-year term to be pursued, commencing on 1 July 2028 and expiring on 30 June 2031.
3. Requests the General Manager to continue discussions with the National Trust of Australia (NSW) and the TCTIB regarding external signage in front of the Sir Henry Parkes Memorial School of Arts building – sympathetically advertising to visitors to the Tenterfield area the face-to-face welcoming to visitors' service offered inside this building.

(Kim Rhodes/Tim Bonner)

Motion Carried

OUR ENVIRONMENT

Tamai Davidson, Manager Planning and Development Services, entered the room at 10.02am.

Mr Anthony Daintith, Council's Consulted Planner, joined the meeting via Zoom at 10.02am.

(ITEM ENV11/25) DEVELOPMENT APPLICATION 2024.104 CARAVAN PARK - 44 FRANCIS STREET, TENTERFIELD

SUMMARY

The purpose of this report is to present to Council Development Application 2024.104 for the establishment of a Caravan Park at 44 Francis Street, Tenterfield for determination. The application has been assessed externally as the land is owned by Council and the consultant planning firm has recommended refusal. The "development assessment report" prepared by the consultant is included in Attachment 1.

OFFICER'S RECOMMENDATION:

That Council refuses Development Application 2024.104 for the following reasons:

1. The proposed development has not provided the necessary level of amenity required by the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2021*.
2. The proposed development is not consistent with the caravan park definition under the *Tenterfield Local Environmental Plan*



2013 in that a caravan park must be provided "with access to communal amenities."

2. The proposed development is inconsistent with the provisions of the *State Environmental Planning Policy (Housing) 2021*.

After Council's Planning Consultant had provided his verbal report to Council, the officer's recommendation was not moved and seconded for discussion; instead, the motion below was put to Council – which then became the resolution.

91/25

Resolved

That Council:

- 1. Notes the contents of the report and the various responses received from the Campervan and Motorhome Club of Australia addressing the concerns raised by Council at its March 2025 Ordinary Meeting, as well as the concerns raised by members of the community.**
- 2. Supports Development Application 2024.104 for the following reasons:**
 - a. The proposed development is not a development for a caravan park in the traditional sense of the word as is envisaged and provided for within the current planning regulations and planning instruments, which have arguably not kept pace with the most recent large-scale developments within the caravanning and RV construction industry and buyers' preferences to purchase fully self-contained recreational vehicles.**
 - b. All RVs allowed on the site (i.e. 44 Francis Street, Tenterfield) will be self-contained with their own water and toilet facilities, as well as catering for their own gray-water catchment.**
 - c. It is possible for the Department of Housing, Planning and Infrastructure to provide the necessary exemption for amenities for this type of development, as has happened within other local government areas such as Gunnedah.**
 - d. The proposed development will positively contribute to the Tenterfield Shire's visitor economy – augmenting the accommodation options available within Tenterfield and contributing to the local government area's micro-economy through the multiplying effect of every external dollar being spent in the area to be turned over a few times before it leaves the area again.**
- 3. Applies to the Department of Housing, Planning and Infrastructure for the necessary exemption for amenities, and that, based on the**



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response received from this Department, a supplementary report be brought back to Council for its further consideration.

Upon being put to the meeting, the motion was declared carried.

For the Motion were Crs B Petrie, G Sauer, O Bancroft, PM Murphy, TP Peters, GP Purcell, K Rhodes and RT Turner – Total (8).

Against the Motion was Cr TB Bonner – Total (1).

(Greg Sauer/Peter Murphy)

Motion Carried

Tamai Davidson, Manager Planning and Development Services, left the room at 10.18am and Anthony Daintith, Council's Consultant Planner, left the Meeting via Zoom link at 10.18am.

OUR GOVERNANCE

(ITEM GOV43/25) NOMINATION OF DELEGATE TO ATTEND THE 2025 MURRAY DARLING ASSOCIATION NATIONAL CONFERENCE

SUMMARY

The purpose of this report is for Council to approve its delegate, Councillor Greg Sauer, to attend the 2025 Murray Darling Association National Conference at Griffith, NSW from 29 September to 2 October 2025.

92/25

Resolved

That Council:

Approves Councillor Greg Sauer as its nominated delegate to attend the 2025 Murray Darling Association National Conference at Griffith, NSW from 29 September to 2 October 2025.

(Kim Rhodes/Peter Murphy)

Motion Carried

(ITEM GOV44/25) ANNUAL REMUNERATION FOR COUNCILLORS AND THE MAYOR FOR THE 2025-26 FINANCIAL YEAR

SUMMARY

The purpose of this Report is to address the recent determination of the Local Government Remuneration Tribunal – Office of Local Government NSW, which



handed down an increase in the fees payable to the Mayor and Councillors at an increase of 3% for the 2025/2026 financial year.

The increase applies to both the minimum and maximum allowable rates for both the Mayor and Councillors. Council is required to determine at which rate it sets fees for both the Mayor and Councillors within the minimum and maximum allowable amounts for the upcoming financial year. In the past, Council has applied the "maximum" allowable amount for both the Mayor and Councillors.

93/25

Resolved

That Council:

- (1) Notes the Report and Determination of the NSW Remuneration Tribunal dated 17 April 2025.**
- (2) Sets the level of fees payable to all Councillors at \$13,930 per annum effective from 1 July 2025 to 30 June 2026.**
- (3) Sets the additional fee payable to the Mayor at \$30,390 per annum effective from 1 July 2025 to 30 June 2026.**

(Owen Bancroft/Peter Murphy)

Motion Carried

(ITEM GOV45/25) SELECTION PANEL - EXPRESSION OF INTEREST - COMMITTEE MEMBER - TENTERFIELD SHIRE COUNCIL'S AUDIT, RISK AND IMPROVEMENT COMMITTEE

SUMMARY

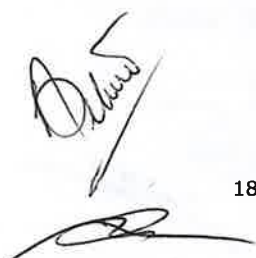
The purpose of this report is to inform Council of the current standing of the Expression of Interest process for an Independent Committee Member of Tenterfield Shire Council's Audit, Risk and Improvement Committee, and to consider and endorse the current Councillor representative, Cr Peter Murphy, to act as the Councillor representative on the selection panel.

94/25

Resolved

That Council:

- Notes the report to Council on the current standing of the Expression of Interest (EOI) process for an Independent Committee Member to join Council's Audit, Risk and Improvement Committee (ARIC).**
- Endorses the inclusion of the current Councillor representative of ARIC, Cr Peter Murphy, to act as the Councillor representative on the selection panel.**



(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM GOV46/25) PUBLIC ACCOUNTS COMMITTEE REPORT: INQUIRY INTO THE ASSETS , PREMISES AND FUNDING OF THE NSW RURAL FIRE SERVICES

SUMMARY

The purpose of this report is for Council to note the findings and recommendations of the Public Accounts Committee, in its "Inquiry Into the Assets, Premises and Funding of the NSW Rural Fire Service" – specifically recommendation three which states: "That the NSW Government amend the *Rural Fires Act 1997* to recognise that the NSW Rural Fire Service is responsible for the maintenance and repair of red fleet assets. This means that Councils would no longer pay for the maintenance and repair of red fleet assets. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism".

95/25

Resolved

That Council:

- 1. Requests the Mayor to actively advocate for all 14 recommendations of the Public Accounts Committee in its "Inquiry Into the Assets, Premises and Funding of the NSW Rural Fire Service" to be implemented as soon as is possible by the State Government.**
- 2. Requests the General Manager to ascertain the actual true annual costs of maintaining and repairing the Rural Fire Services' (RFS) premises throughout the Tenterfield Shire Council's local government area, to assist the RFS and to ensure that Council is fully reimbursed by the RFS for these costs through their annual grants, consistent with the provisions of Recommendation 10 of the above-mentioned Public Accounts Committee in its Inquiry Report, which reads as follows: "The NSW Rural Fire Service should ascertain the actual maintenance and repair costs for premises used in each rural fire district and ensure that these costs are fully met through annual grants. Any potential funding implications should be considered as part of the ongoing emergency services funding reform or another appropriate mechanism" (emphasis added to the quoted recommendation 10).**

(Owen Bancroft/Greg Sauer)

Motion Carried



(ITEM GOV47/25) NSW GOVERNMENT PARLIAMENTARY INQUIRY INTO THE ABILITY OF LOCAL GOVERNMENTS TO FUND INFRASTRUCTURE AND SERVICES

SUMMARY

The purpose of this report is to communicate to Council the recommendations from the recent Parliamentary Inquiry into the Ability of Local Governments to Fund Infrastructure and Services, the NSW Government's action responses and the position of Local Government NSW (LGNSW) on these Government responses.

96/25

Resolved

That Council:

Notes the recommendations from the NSW Government's Parliamentary Inquiry into the Ability of Local Governments to Fund Infrastructure and Services, together with the action responses of the State Government on these recommendations, and the position response statements from Local Government NSW.

(Tom Peters/Kim Rhodes)

Motion Carried

SUSPENSION OF STANDING ORDERS

97/25

Resolved

That standing orders be suspended for the purpose of a morning tea break, and for Councillors Bronwyn Petrie and Greg Sauer to leave the meeting with Councillor Tim Bonner to Chair upon resumption of standing orders.

(Kim Rhodes/Tom Peters)

Recording of the session was suspended at 10.32am and resumed at 11.01am.

RESUMPTION OF STANDING ORDERS

98/25

Resolved

That the meeting be resumed.

(Peter Murphy/Gregory Purcell)

Motion Carried



Councillor Tim Bonner assumed the position as Chair.

(ITEM GOV48/25) FINANCE AND ACCOUNTS - PERIOD ENDED 31 MAY 2025

SUMMARY

The purpose of this Report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the *Local Government (General) Regulation 2021* a written report setting out details of all money that the Council has invested under Section 625 of the *Local Government Act 1993*. The Report must be made up to the last day of the month immediately preceding the meeting.

Addition financial information on Water Leakage, 603 Certificates, and financial business units is presented for Councilor and community information.

99/25

Resolved

That Council:

Notes the Finance and Accounts Report for the period ended 31 May 2025.

(Owen Bancroft/Kim Rhodes)

Motion Carried

(ITEM GOV49/25) MONTHLY OPERATIONAL REPORT FOR MAY 2025

SUMMARY

The purpose of this report is to provide a report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2024/25 Operational Plan. Due to unforeseen staffing circumstances, 10. Livestock Saleyards and 13. Parks, Gardens and Open Space reports are unfortunately unavailable.

100/25

Resolved

That Council:

Notes the status of the Monthly Operational Report for May 2025.

(Kim Rhodes/Tom Peters)

Motion Carried

(ITEM COM16/25) COUNCILLOR WORKS/SERVICE REQUESTS - MAY 2025



SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that reports on the progress with Councillor Work/Service Requests, and as an opportunity to develop an understanding of other factors and considerations impacting the execution or progress of these requests.

OFFICER'S RECOMMENDATION:

That Council:

Notes the status of the Councillor Works/Service Requests for the month of May 2025.

(ITEM GOV50/25) TENTERFIELD SHIRE COUNCIL OPERATIONAL/DELIVERY PLAN 2025/2026 INCLUDING STATEMENT OF REVENUE POLICY 2025/2026, FEES AND CHARGES 2025/2026 & LONG- TERM FINANCIAL PLAN 2025-2036

SUMMARY

The purpose of this report is for Council to adopt the Tenterfield Shire Council Delivery Program 2025–2029 and Operational Plan 2025/2026, including the:

- Statement of Revenue Policy,
- List of Fees and Charges,
- Long-Term Financial Plan 2025-2036, and
- Annual Budget.

101/25 **Resolved**

That Council:

- 1. Adopts the Tenterfield Shire Council updated Operational Plan 2025/2026.**
- 2. Adopts the following updated documents as part of the Tenterfield Shire Council Operational Plan 2025/2026:**
 - (a) Tenterfield Shire Council updated Annual Budget for 2025/2026,**
 - (b) Tenterfield Shire Council updated Delivery Program for 2025-2029,**
 - (c) Tenterfield Shire Council updated Statement of Revenue Policy for 2025/2026,**
 - (d) Tenterfield Shire Council updated Fees and Charges for 2025/2026, and**
 - (e) Tenterfield Shire Council updated Long-Term Financial Plan for 2025-2036.**



3. **Rates** - In accordance with the provisions of Sections 494 & 535 of the *Local Government Act 1993*, makes, fixes and levies the rates for the year ending 30 June 2026 for the following rating categories:

Farmland:

A Farmland rate of 0.236224 of a cent in the dollar (shown as 0.236224% on rates notice) on the current land values of all rateable land in the Local Government Area being Farmland, with a base rate of \$581.00 per annum (the total revenue collected from this base amount represents 23.85% of the total revenue collected from this category of land).

Residential – Tenterfield:

A Residential – Tenterfield rate of 0.500398 of a cent in the dollar (Shown as 0.500398% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$450.00 per annum (the total revenue collected from this base amount represents 45.76% of the total revenue collected from this category of land).

Residential – Tenterfield (Urban):

A Residential – Tenterfield rate of 0.458939 of a cent in the dollar (Shown as 0.458939% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$445.00 per annum (the total revenue collected from this base amount represents 20.34% of the total revenue collected from this category of land).

Residential – Urbenville:

A Residential – Urbenville rate of 0.672723 of a cent in the dollar (Shown as 0.672723% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$395.00 per annum (the total revenue collected from this base amount represents 43.96% of the total revenue collected from this category of land).

Residential – Jennings:

A Residential – Jennings rate of 0.871543 of a cent in the dollar (Shown as 0.871543% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$395.00 per annum (the total revenue collected from this base amount represents 44.39% of the total revenue collected from this category of land).

Residential – Drake:

A Residential – Drake rate of 1.029134 of a cent in the dollar (Shown as 1.029134% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$395.00 per annum (the total revenue collected from this base represents 44.71% of the total revenue collected from this category of land).

Residential – Other:

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A Residential – Other rate of 0.376928 of a cent in the dollar (Shown as 0.376928% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$250.00 per annum (the total revenue collected from this base amount represents 48.90% of the total revenue collected from this category of land).

Residential – Rural:

A Residential – Rural rate of 0.376928 of a cent in the dollar (Shown as 0.377390% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$299.00 per annum (the total revenue collected from this base amount represents 26.27% of the total revenue collected from this category of land).

Business – Tenterfield:

A Business – Tenterfield rate of 1.658352 of a cent in the dollar (Shown as 1.658352% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$790.00 per annum (the total revenue collected from this amount represents 33.53% of the total revenue collected from this category of land).

Business – Urbenville:

A Business – Urbenville rate of 0.641413 of a cent in the dollar (Shown as 0.641413% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$363.00 per annum (the total revenue collected from this base amount represents 41.17% of the total revenue collected from this category of land).

Business – Jennings:

A Business – Jennings rate of 0.690286 of a cent in the dollar (Shown as 0.690286% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$363.00 per annum (the total revenue collected from this base amount represents 49.71% of the total revenue collected from this category of land).

Business – Drake:

A Business – Drake rate of 0.963964 of a cent in the dollar (shown as 0.963964% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$363.00 per annum (the total revenue collected from this base amount represents 40.11% of the total revenue collected from this category of land).

Business – Other:

A Business – Other rate of 0.689396 of a cent in the dollar (shown as 0.689396% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$389.00 per annum (the total revenue collected from this base amount represents 49.96% of the total revenue collected from this category of land).



Business – Industrial:

A Business – Industrial rate of 1.658352 of a cent in the dollar (Shown as 1.658352% on rates notice) of the current land values of all rateable land within this category, with a base rate of \$790.00 per annum (the total revenue collected from this base amount represents 25.80% of the total revenue collected from this category of land).

Mining:

A Mining rate of 2.247212 of a cent in the dollar (Shown as 2.247212% on rates notice) on the current land values of all rateable land in the Local Government Area where the dominant use is for a coal mine or metalliferous mine, with a base rate of \$642.00 per annum (the total revenue collected from this base amount represents 41.04% of the total revenue collected from this category of land).

4. Water - In accordance with the provisions of Section 552 of the *Local Government Act 1993*, Council makes, fixes and levies a Water Supply Availability Charge on all land rateable to the Water Supply Charge and other water charges for the year ending June 2026, as follows:

- (a) Residential - \$653.00 per property and/or connection per annum;
- (b) Residential Strata - \$491.00 per property and/or connection per annum;
- (c) Mt Lindesay Private Line - \$814.00 per property and/or connection per annum;
- (d) Rural Other - \$653.00 per property and/or connection per annum;
- (e) Non-Residential - Meter connection: 20mm - \$653.00 per property and/or connection per annum;
- (f) Non-Residential - Meter connection: 25mm - \$653.00 per property and/or connection per annum;
- (g) Non-Residential - Meter connection: 32mm - \$653.00 per property and/or connection per annum;
- (h) Non-Residential - Meter connection: 40mm - \$985.00 per property and/or connection per annum;
- (i) Non-Residential - Meter connection: 50mm - \$1,532.00 per property and/or connection per annum;
- (j) Non-Residential - Meter connection: 80mm - \$3,929.00 per property and/or connection per annum;
- (k) Non-Residential - Meter connection: 100mm - \$6,139.00 per property and/or connection per annum;
- (l) Non-Residential - Meter connection: 150mm - \$13,804.00 per property and/or connection per annum;



- (m) Voluntary & Charitable Organisations - \$126.00 per property and/or connection per annum;
- (n) Services installed solely for the purpose of firefighting - No Charge.

In accordance with Section 502 of the *Local Government Act 1993*, makes, fixes and levies a stepped tariff for the charge for water consumed by Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum, and \$8.40 per kilolitre for water consumed over 450 kilolitres per annum.

In accordance with Section 502 of the *Local Government Act 1993*, that Council makes, fixes and levies a stepped tariff for the charge for water consumed by Rural/Mt Lindesay customers (to be by measure of metered water consumption) at the rate of \$6.20 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum, and \$9.60 per kilolitre for water consumed over 450 kilolitres per annum.

In accordance with Section 502 of the *Local Government Act 1993*, makes, fixes and levies a stepped tariff for the charge for water consumed by Non-Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 1,000 kilolitres per annum, and \$8.40 per kilolitre for water consumed over 1,000 kilolitres per annum.

In accordance with Section 502 of the *Local Government Act 1993*, makes, fixes and levies a minimum water consumption account charge of \$25.00 for each of the six (6) monthly billing periods. Further, that if at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based on the previous two corresponding water bills.

- 5. Sewer** - In accordance with the provisions of Section 501(1) and 502 of the *Local Government Act 1993*, makes, fixes and levies a Sewerage Service Availability Charge of \$1,314.00 on all Residential land in the Tenterfield and Urbenville Town Areas and is:
- (a) connected to the Council's sewer main, or
 - (b) not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main; and
 - (c) land from which sewerage can be discharged into the sewers of Council for the year ending June 2026.

Further, that in respect of Residential Flat Buildings a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection.

Annual Access Charge - In accordance with the provisions of Sections 501(1) and 552 of the *Local Government Act 1993*, Council makes,



fixes and levies Annual Access Charges for Commercial and Non-Residential Sewerage for the year ending June 2026, as follows:

- a) A Sewerage Access Charge will be incurred proportional to the customer's water connection diameter plus a pay-for-use charge based on the water used, calculated in accordance with the following connection options and the formula following subparagraph "j" below:
- (a) Non-Residential - Meter connection: 20mm - \$1,314.00 per occupancy per property per annum;
 - (b) Non-Residential - Meter connection: 25mm - \$1,314.00 per occupancy per property per annum;
 - (c) Non-Residential - Meter connection: 32mm - \$1,701.00 per occupancy per property per annum;
 - (d) Non-Residential - Meter connection: 40mm - \$2,646.00 per occupancy per property per annum;
 - (e) Non-Residential - Meter connection: 50mm - \$4,127.00 per occupancy per property per annum;
 - (f) Non-Residential - Meter connection: 80mm - \$10,562.00 per occupancy per property per annum;
 - (g) Non-Residential - Meter connection: 100mm - \$16,502.00 per occupancy per property per annum;
 - (h) Non-Residential - Meter connection: 150mm - \$37,134.00 per occupancy per property per annum;
 - (i) Voluntary & Charitable Organisations - \$253.00 per occupancy per property per annum;
 - (j) Services installed solely for the purpose of firefighting – No Charge.

The formula to calculate Non-Residential Sewerage Charges is:

$$AC + SDF \times (C + UC)$$

Where:

AC = Access Charge

SDF = Sewerage Discharge Factor (determined by type/use)

C = Customers Annual Water Consumption in kilolitres

UC = Sewerage Usage Charge

- Makes, fixes and levies a Sewerage Usage Charge of \$3.50 per kilolitre in 2025/2026.
- Makes, fixes and levies Trade Waste Annual Charges for the year ending June 2026, as follows:
 - (a) Non-Residential Trade Waste Fee: Category 1 - \$184.00 per property per annum;
 - (b) Non-Residential Trade Waste Fee: Category 2 - \$184.00 per property per annum;



- (c) Non-Residential Trade Waste Fee: Category 3 - \$877.00 per property per annum.
- Makes, fixes and levies Trade Waste Usage Charges for the year ending June 2026, as follows:
 - (a) Non-Residential Trade Waste Usage Charge: Compliant - \$2.05 per kilolitre;
 - (b) Non-Residential Trade Waste Usage Charge: Non-Compliant - \$21.00 per kilolitre.
- A) **Waste Management Charges** - In accordance with section 501 of the *Local Government Act 1993* makes, fixes and levies the Waste Management Facility Charge of \$321.00 per property per annum for the year ending June 2026.

Waste Collection Charges - In accordance with sections 496 and 501 of the *Local Government Act 1993* makes, fixes and levies Waste Collection Charges for the year ending June 2026, as follows:

- (a) Residential Waste Collection: 120L Bin - \$517.00 per service per annum;
- (b) Residential Waste Collection: 240L Bin - \$665.00 per service per annum;
- (c) Non-Residential Waste Collection: 120L Bin - \$517.00 per service per annum;
- (d) Non-Residential Waste Collection: 240L Bin - \$665.00 per service per annum.

Recycling Collection Charges - In accordance with sections 496 and 501 of the *Local Government Act 1993* makes, fixes and levies Recycling Collection Charges for the year ending June 2026, as follows.

- (a) Residential Recycling Collection - \$98.50 per service per annum
- (b) Non-Residential Recycling Collection - \$98.50 per service per annum

B) **Stormwater Management Charges** - In accordance with section 496A of the *Local Government Act 1993* makes, fixes and levies Stormwater Management Charges for the year ending June 2026, for properties within the Tenterfield, Urbenville and Jennings town areas where there is a structure.

- (a) Residential - \$25.00 per annum;
- (b) Residential Strata Title Per Unit - \$12.50 per annum;
- (c) Non-Residential: <350m square - \$25.00 per annum;
- (d) Non-Residential: 350m square-1200m square - \$50.00 per annum;



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- (e) Non-Residential: 1200m square-5000m square - \$221.00 per annum;
- (f) Non-Residential: >5000m square - \$357.00 per annum.

Waste Vouchers - Provides three (3) waste vouchers that will be issued with the annual rate notices. Under amendments to NSW Treasury laws and regulations, Council is extending the expiry date for vouchers. Vouchers for 2024/2025 will be current for three (3) financial years, up to and including 2026/2027 financial year. Previously issued vouchers for 2023/2024 will remain valid for two (2) financial years, up to and including 2025/2026.

Borrowings:

Nil borrowings – subject to service level reductions and further amendments proposed in the amended Operational Plan for 2025/2026.

Interest rates on overdue rates and charges - In accordance with the provisions of Section 566(3) of the *Local Government Act 1993*, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government (10.5%) on a daily simple interest basis for the financial year ending 30 June 2026.

8. Adopt changes to DRAFT Operational Plan 2025/2026 with the two new Operational Plan Activities listed below:

Strategy	Operational Plan Activity	25/26	26/27	27/28	28/29	Measures Targets	Responsibility
1.4.3 Advocate for better community services and facilities within the shire including aged care	1.4.3.2 Work towards the Sir Henry Parkes Memorial School of Arts becoming functional, delivering museum, cinema, theatre and tourism functions in a cost-effective manner	X	X	X	X	Feedback from user groups and the community	Director of Corporate Services
4.1.2 Maintain the local and regional road network	4.1.2.2 Investigate options to address parking availability within Tenterfield CBD, develop an action plan and cost estimations		X	X	X	Determine the parking mix needs and to assess non-asset solutions	Manager of Assets & Program Planning



	of implementation.						
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9. Adopt the following changes to the original DRAFT Operational Plan 2025/2026 that was presented to Council at the April 2025 Meeting:

- a. Increased operational expenditure in Mayoral Allowance and Councillor fees in-line with OLG Remuneration Tribunal decision – increase of \$823;
- b. Increased Capital expenditure for:
 - i. Saleyards – Livestock Scanner Replacement - \$30,000;
 - ii. Legume Park Playground Fencing – \$30,000;
 - iii. Urbenville Park Playground Fencing - \$30,000;
 - iv. Jubilee Park Rotunda Renewal - \$55,000;
 - v. Fuel Tank replacement at Depot - \$150,000 (was budgeted for 2024/25 with work pushed into 2025/26 year);
 - vi. Waste Truck purchase (Resolution 50/25 April) - \$560,045;
 - vii. Betterment of Molesworth Street Sewer Line (grant funded) - \$250,000.
- c. Reduction in Capital expenditure:
 - i. Shirley Park Amenities Block ceiling and roofing works (not required following further investigation - \$30,000.
- d. Increase in Capital Income;
 - i. Betterment of Molesworth Street Sewer Line - \$250,000.

- 10. Notes that three (3) public submissions were received during the exhibition period, two (2) of which were of general curiosity nature and seeking clarification, and another one (1) which was mainly in opposition to the rating category changes and the reduction in Water, Sewer and Waste charges based on the opinion that residential properties were being subsidised.**

(Peter Murphy/Kim Rhodes)

Motion Carried

REPORTS OF DELEGATES & COMMITTEES

Nil.

NOTICES OF MOTION

Nil.

RESOLUTION REGISTER

(ITEM RES5/25) COUNCIL RESOLUTION REGISTER - MAY 2025

SUMMARY

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all resolutions of Council previously adopted and yet to be finalised. The updating of this report has been progressed with many actions that have now been finalised within the software system and no longer showing up in this report.

However, there are further actions in this report that still need to be attended to, and it should be regarded as work-in-progress that will continue for still some time because Council resolutions have not been consistently actioned in the past. There are still resolutions dating back to 2007 (that do not show up in this attached report) and are perceived not to have received the necessary executory attention. This situation is exacerbated by scarce resources.

102/25 Resolved

That Council notes the status of the Council Resolution Register to May 2025.

(Owen Bancroft/Kim Rhodes)

Motion Carried

James Paynter, Manager Works, entered the room at 11.39am.

SUSPENSION OF STANDING ORDERS

103/25 Resolved

That standing orders be suspended to move into the Closed Session part of the meeting.

(Kim Rhodes/Tom Peters)

Motion Carried



The recording of the session was paused at 11.39am.

CONFIDENTIAL BUSINESS

(ITEM COM14/25) TENDER EVALUATION FOR FOUR BRIDGES DESIGN AND CONSTRUCT RFT 15 24/25

That the above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(i)) of the *Local Government Act 1993*, as the matter involves commercial information of a confidential nature that would, if disclosed (i) prejudice the commercial position of the person who supplied it.

SUMMARY

This report summarises and presents the recommendations of the tender assessment from the Department Infrastructure Services' recent Four Bridges Design and Construct (4BDC) request for tender (RFT 15 24/25). One Tenderer was concluded to offer a best value for money proposal suitable for Council's needs and is recommended for engagement under the prepared lump sum contract.

104/25 Resolved

That Council:

- 1. Awards the Four Bridges Design and Construct Contract -RFT 15 24/25 to the Weir Built Group Pty Ltd nominally for \$1,262,823.60 (excl. GST) based on the Tenderer's revised pricing to act as head contractor for the Bridge (including Bridge Four barriers) and Civil Design and Construction Work (Bridges 1, 2, and 4 only), following response to tender the clarifications.**
- 2. Authorises the General Manager to negotiate and execute commercial mechanisms according to the Four Bridges Design and Construct Contract, including awarding a Variation for the Addition of Barriers for Bridges 1 and 2, as proposed in this report.**

(Kim Rhodes/Gregory Purcell)

Motion Carried

RESUMPTION OF STANDING ORDERS

105/25 Resolved

Two handwritten signatures in black ink, one above the other, located at the bottom left of the page.

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That Council moves into Open Session again.

(Kim Rhodes/Peter Murphy)

Motion Carried

The recording device was turned on, the time being 11.58am.

In accordance with Section 253 of *Local Government Regulations (General) 2021*, the Chair read the resolution as resolved whilst in Closed Council, as follows:

(ITEM COM14/25) TENDER EVALUATION FOR FOUR BRIDGES DESIGN AND CONSTRUCT RFT 15 24/25

That Council:

- 1. Awards the Four Bridges Design and Construct Contract -RFT 15 24/25 to the Weir Built Group Pty Ltd nominally for \$1,262,823.60 (excl. GST) based on the Tenderer's revised pricing to act as head contractor for the Bridge (including Bridge Four barriers) and Civil Design and Construction Work (Bridges 1, 2, and 4 only), following response to tender the clarifications.**
- 2. Authorises the General Manager to negotiate and execute commercial mechanisms according to the Four Bridges Design and Construct Contract, including awarding a Variation for the Addition of Barriers for Bridges 1 and 2, as proposed in this report.**

MEETING CLOSED

There being no further business the Chair declared the meeting closed at 12.00pm.



.....
Councillor Bronwyn Petrie
Mayor/Chairperson



.....
Councillor Tim Bonner
Nominated Chairperson

