



OUR VISION

To be a financially sustainable Council fostering community connection through transparent decision-making and open communication; nurturing our natural environment, heritage and community lifestyle through balanced, sustainable strategic planning and management practices.

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 25 FEBRUARY 2026

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", 247 Rouse Street, Tenterfield, NSW, 2372 on Wednesday, 25 February 2026 commencing at 9:30 AM

ATTENDANCE

Councillor Bronwyn Petrie (Mayor)
Councillor Owen Bancroft
Councillor Tim Bonner
Councillor Peter Murphy
Councillor Tom Peters
Councillor Peter Petty
Councillor Greg Purcell
Councillor Greg Sauer
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.

Ms Tamai Davidson – Manager Planning and Development, Mr James Paynter – Manager Works, and Ms Sophie Richardson – Communications Officer entered the room at 9.10am. (Prior to the start of the Community Consultation session).

WEBCASTING OF THE PUBLIC FORUM AND MEETING

Recording of the Community Consultation Session and Council Meeting commenced at 9.15am.

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.

COMMUNITY CONSULTATION (PUBLIC ACCESS)

Mr Graham Waller addressed Council on Item ENV1/26 Development Application 2025.113, Battery Energy Storage System- Lot 1 DP 777724, Old Racecourse Road, Tenterfield, him not being in favour of the Officer's Recommendation.

Ms Jennifer Chapman addressed Council on Item ENV1/26 Development Application 2025.113, Battery Energy Storage System- Lot 1 DP 777724, Old Racecourse Road, Tenterfield, her not being in favour of the Officer's Recommendation.

Mr Duncan Lewis, Development Officer of Chris Smith & Associates, addressed Council on Item ENV1/26 Development Application, 2025.113, Battery Energy Storage System- Lot 1 DP 777724, Old Racecourse Road, Tenterfield, him being in favour of the Officer's Recommendation.

OPENING AND WELCOME

The Mayor extended a hearty word of welcome to all present.

CIVIC PRAYER

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

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

ACKNOWLEDGEMENT OF COUNTRY

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

APOLOGIES

No apologies were received from any Councillors.

DISCLOSURE & DECLARATIONS OF INTEREST

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

Name	Type	Item
Nil.		

(ITEM MIN1/26) CONFIRMATION OF PREVIOUS MINUTES

1/26

Resolved

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

- **Ordinary Council Meeting – 17 December 2025**

as typed and circulated, be confirmed and signed as a true record of the proceedings of this meeting.

(Peter Petty/Owen Bancroft)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

Nil.

(ITEM GOV22/26) ADDITIONAL INFORMATION REQUESTED BY COUNCILLORS

SUMMARY

The purpose of this report is to provide additional information that had been requested by Councillors regarding reports included in the order of business with the business paper.

OFFICER'S RECOMMENDATION:

That Council:

Notes and/or considers the additional information provided in the body of the report.

MAYORAL MINUTES

The Mayor put forward the following Mayoral Minutes:

2/26

Resolved

That Tenterfield Shire Council, on the recent passing of community member Kevanii Ballangarry, sends a letter of condolence to his family and to his fellow students and staff of Tenterfield High School.

(Bronwyn Petrie)

Motion Carried

The Mayor read the following Tenterfield High School statement:

It is with profound sadness that we mourn the loss of our year 12 student, Kevanii Ballangarry.

Kevanii was a treasured member of our school community - a loyal, kind, and supportive friend, a diligent and conscientious student, and an outstanding role model for his peers and younger students.

Kevani's enthusiasm and commitment were evident in his active participation in many school activities, including fundraisers, assisting year 6 students with their transition, supporting preparations for the year 12 formal and helping at school carnivals. he had a particular interest and aptitude in hospitality and worked at the Tenterfield Golf Club. his exemplary behaviour, positive attitude, and wholehearted involvement earned him numerous school awards.

Kevanii's passion for basketball was well-known; he could always be found playing enthusiastically during recess and lunch breaks and was never seen without his basketball. his spirit and kindness touched many of us, and he will be deeply missed.

3/26

Resolved

That Tenterfield Shire Council corresponds with Premier Chris Minns, and Ministers Sharpe, Moriarty and Saffin, expressing disappointment and concern with the decision to announce the entire State Forest assessment area of 176,000 hectares to become National Park and added to the existing 300,000 hectares to be called the Great Koala National Park, and request the total 176,000 hectare area be reconsidered due to subsequent information, and further request that any future assessment of any further State Forests be done with proper consultation and independent oversight.

Motion Carried

The Mayor read the following as background information:

Tenterfield Shire is a member of the National Timber Councils of Australia of which I am chair. Kyogle Council is also a member with Mayor Danielle Mulholland also holding an Executive position.

Clarence Valley and Kyogle Councils have passed resolutions against the announcement of the GKNP.

Tenterfield Shire experienced the detrimental impact of the closure of multiple hardwood timber mills across the shire and neighbouring shires after the last mass transfer of State Forest to National Parks following the Regional Forest Agreement (RFA) decisions to achieve a Comprehensive and Representative reserve system, as well as the removal of graziers and their pest, weed and fire management, the removal of heavy machinery that was integral in swift firefighting, the decommissioning of water sources impacting native animals, and the loss of rateable land and restriction of recreational activities. Residents and ratepayers in our shire rely on the sawmills to the east down to Grafton to sell and purchase timber.

The GKNP decision was announced only weeks before the release of the State Governments requisitioned report from the Natural Resources Commission which found forestry did not impact on koala populations and the CSIRO report which showed koala numbers to be some 10 times that stated in the lead up to the announcement.

Furthermore, Premier Minns and Minister Sharpe stated that this decision would protect the old growth forests. Old Growth forests have not been able to be harvested for decades since the RFA.

State Forests are restricted to harvesting only a small percentage of their estate with many exclusions for flora, fauna, slope and riparian protections. Timber harvesting in NSW is among the highest regulated in the world as opposed to the majority of the billions of dollar's worth of imported timber each year.

The timber of northern NSW is the best quality in the state with many downstream processing and value-adding businesses locally, regionally and in the cities. The employment impact reported of approximately 300 jobs has been grossly understated.

Ironically and distressingly the area most impacted by this decision is also the area still requiring 1000s of houses following the 2019/20 Black Summer Bushfires and the 2022 floods, and construction costs will escalate as a result. NPWS was in control of the assessment process. The Community Advisory Panel consisted of 19 representatives of which 10 came from environmental groups which is extremely imbalanced.

Of extreme concern is the fact that during the assessment there was no consultation with 26 Perpetual Leaseholders who have now been informed their holdings to which they hold a title deed will be compulsorily acquired. The majority of these have been held in families for over 100 years. The

financial impact on them and their communities was therefore never considered in the assessment, nor has the cost of purchase or the cost of installation of new fences on what will become new boundary lines, or the cost of road access. Nor was there consultation with the multiple holders of Occupational Permits many also held in families for the same period of time and which previously were term leases. I have been in consultation with NPWS and Minister Saffin regarding the transition and in direct contact with some of the affected families. The government, therefore, the taxpayer will now have to pay to manage 20% of the area that is currently being managed for fuel load, pests and weed by these graziers.

Activists are now emboldened and pushing for the establishment of the Richmond Koala Park which would take all the state forests from Grafton to the Queensland Border.

I commend the motion to you.

RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

4/26

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.**

(Greg Sauer/Gregory Purcell)

Motion Carried

OPEN COUNCIL REPORTS

MOTION

5/26

Resolved

That Item ENV1/26 be discussed as the first item on the Agenda.

(Greg Sauer/Kim Rhodes)

Motion Carried

OUR ENVIRONMENT

(ITEM ENV1/26) DEVELOPMENT APPLICATION 2025.113 BATTERY ENERGY STORAGE SYSTEM- LOT 1 DP 777724 OLD RACECOURSE ROAD, TENTERFIELD

SUMMARY

The purpose of this report is to present to Council Development Application (DA) 2025.113 for a Battery Energy Storage System (BESS) – 4.95MW for determination. The application has been assessed in accordance with the relevant provisions of the *Environmental Planning & Assessment Act 1979* and is recommended for approval subject to conditions.

OFFICER'S RECOMMENDATION:

That Council:

Approves Development Application 2025.113 for the establishment of a 4.95MW Battery Energy Storage System (BESS) at Lot 1 DP 777724, Old Racecourse Road, Tenterfield pursuant to Section 4.16(1)(a) of the *Environmental Planning & Assessment Act, 1979* subject to the draft conditions contained in Attachment 1.

SUSPENSION OF STANDING ORDERS

6/26

Resolved

That Council goes into "Committee of the Whole" to discuss ITEM ENV1/26 Development Application 2025.113 Battery Energy Storage System- Lot 1 DP 777724 Old Racecourse Road, Tenterfield.

(Greg Sauer/Kim Rhodes)

Motion Carried

Council suspended Standing Orders at 10.18am.

RESUMPTION OF STANDING ORDERS

RECOMMENDATION OF THE COMMITTEE OF THE WHOLE

That Council defers further consideration of the item and seeks further information on lithium battery fire duration and control methods should a fire exceeds the internal suppression devices of the proposed

development, toxin presence and dispersal rates of smoke, whether the anticipated humming noise emissions could be further suppressed, whether a bond is being proposed by the developers, and whether another location farther away from the Tenterfield township and houses has been considered by the developers.

(Bronwyn Petrie/Greg Sauer)

Council resumed Standing Orders again at 10.54am.

COUNCIL RESOLUTION

7/26

Resolved

That Council:

Defers further consideration of the item and seeks additional information on lithium battery fire duration and control methods should a fire exceeds the internal suppression devices of the proposed development, toxin presence and dispersal rates of smoke, whether the anticipated humming noise emissions could be further suppressed, whether a bond is being proposed by the developers, and whether another location farther away from the Tenterfield township and houses has been considered by the developers.

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

For the Motion were Councillors B Petrie, G Sauer, O Bancroft, TB Bonner, PM Murphy, PP Petty, TP Peters, GP Purcell, K Rhodes and RT Turner Total (10).

Against the Motion was Nil Total (0).

(Peter Murphy/Gregory Purcell)

Motion Carried

SUSPENSION OF STANDING ORDERS

8/26

Resolved

That standing orders be suspended for the purpose of a morning tea break.

(Peter Petty/Kim Rhodes)

Motion Carried

Recording of the session was paused at 11.01am.

Ms Tamai Davidson, Manager Planning and Development & Mr James Paynter, Manager Works, left the room at 11.01am.

RESUMPTION OF STANDING ORDERS

9/26

Resolved

That the Council Meeting be resumed.

(Peter Petty/Greg Sauer)

Motion Carried

The recording device was turned on, the time being 11.28am.

OUR COMMUNITY

(ITEM COM1/26) SUBMISSION TO TRANSPORT FOR NSW: STRATEGIC REGIONAL INTEGRATED TRANSPORT PLANS - NEW ENGLAND NORTH-WEST

SUMMARY

The purpose of this report is for Council to provide approval for a submission to be made to the NSW Department of Transport regarding the Strategic Regional Integrated Transport Plan for New England North-West.

10/26

Resolved

That Council:

Approves the submission to the NSW Department of Transport regarding the Strategic Regional Integrated Transport Plan for New England North-West, as is annexed to the report as Attachment 1.

(Peter Petty/Peter Murphy)

Motion Carried

(ITEM COM2/26) ACKNOWLEDGEMENT OF TENTERFIELD TOURISM GROUP QUARTERLY REPORT FROM OCTOBER TO DECEMBER 2025

SUMMARY

The purpose of this report is to present to Council the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) Report 8 under the funding agreement between TCTIB and Council. The Tenterfield Tourism Group (TTG) is required to report quarterly on activities within 30 days of the end of the quarter. The attached report covers the period from 1 October 2025 to 31 December 2025.

11/26

Resolved

That Council:

Acknowledges receipt and notes the contents of Report 9 from the Tenterfield Chamber of Tourism, Industry and Business (TCTIB) for the period from 1 October 2025 to 31 December 2025.

(Kim Rhodes/Tim Bonner)

Motion Carried

(ITEM COM3/26) DRAFT COMMUNICATIONS PLAN 2026-2029

SUMMARY

The purpose of this report is to present the draft *Communications Plan 2026-2029* for Council's consideration and adoption.

12/26

Resolved

That Council:

Adopts the draft Communications Plan 2026 – 2029, with amendments to the wording on pages 58 and 59 of the Plan to indicate a potential Special Rate Variation in the event that Council adopts a resolution to this effect.

(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM COM4/26) VACANT COUNCIL LAND AT CLARENCE STREET, TENTERFIELD

SUMMARY

The purpose of this report is to provide Council with recent offers on the vacant Council land at Clarence Street (across from the TAFE) and to discuss the path moving forward in regard to the sale or retention of the associated allotment (Lot 1 DP 613385).

13/26

Resolved

That Council:

- 1) Advertises for Expressions of Interest (EOI) from interested developers for development proposals for the vacant land at Clarence Street, Tenterfield (Lot 1 DP 613385).**
- 2) Requests the General Manager for a brief for the above-mentioned EOI to be developed for Council's consideration and adoption at the 25 March 2026 Ordinary Council Meeting – before the EOI is being**

advertised – incorporating housing style options and target markets as elements of the brief.

(Kim Rhodes/Tom Peters)

Motion Carried

(ITEM COM5/26) COUNCIL SEALED ROAD PATCHING INFORMATION

SUMMARY

The purpose of this report is to provide Council with information for maintaining Council's sealed road network.

14/26

Resolved

That Council:

- 1. Approves hiring a specialised patching truck for 12 months, and the necessary budget allocations to fund the ongoing maintenance of Council's sealed road network.**
- 2. Approves three new staff positions as from 1 July 2026 to form a patching team for Council's sealed road network.**

(Greg Sauer/Tim Bonner)

Motion Carried

Ms Tamai Davidson, Manager Planning and Development entered the room at 12.18pm.

Ms Sophie Richardson, Communications Officer left the room at 12.25pm.

(ITEM COM6/26) TENTERFIELD TRANSPORT MUSEUM INCORPORATED LEASE RENEWAL

SUMMARY

The purpose of this report is for Council to consider the proposed lease renewal term for the Tenterfield Transport Museum Incorporated.

15/26

Resolved

That Council:

Approves the new lease for the Tenterfield Transport Museum Incorporated for a 10 x 10 x 10 year lease term, with a maximum period of tenancy under this new lease and permitted renewals of 30 years, further, for Clause 10 of the draft Lease Agreement to be amended to make provision for sub-leases for which the prior consent of the lessor needs to be obtained.

(Peter Petty/Owen Bancroft)

Motion Carried

Councillor Peter Murphy requested his vote to be recorded as voting against the resolution.

OUR ECONOMY

(ITEM ECO1/26) DEVELOPMENT APPLICATION 2024.104 - REQUEST FOR REVIEW OF CONDITION - ROAD WORKS AND KERB & GUTTERING SUMMARY

The purpose of this report is to further consider a request by the applicant for Development Application (DA) 2024.104 to review a condition of consent imposed by Council at its Ordinary Meeting of 24 September 2025 in relation to road construction and installation of kerb and gutter on Francis Street, Tenterfield. The DA approved a Caravan Park at Francis Street, Tenterfield for the Campervan & Motorhome Club of Australia.

16/26

Resolved

That Council:

Advises the application that Condition Number Eight (8) of Development Consent 2024.104 can be amended as follows, subject to lodgment of a modification application via the NSW Planning Portal:

8. Section 138 Roads Act 1993 Approval

The developer must obtain approval from Council (as the Roads Authority and/or as required under Section 138 of the *Roads Act 1993* before any works are undertaken. Works within the road reserve may include activities such as erection of a structure, dig up or disturb the surface of a public road, remove or interfere with a structure, or any other activities as defined within the *Roads Act 1993*.

Works required:

- a) Driveway to be a dual lane access, minimum of 8 metres wide of concrete construction.**

- b) Reconstruct the shoulders on the western side of Francis Street for the full frontage of the development site, to achieve a minimum width of 8.5m.**
- c) Advanced trees to be planted on Francis Street from Douglas Street to the entrance of the site to control vehicle movements.**
- d) Any street trees required to be removed to undertake the works are to be replaced in consultation with Council.**

(Kim Rhodes/Greg Sauer)

For the Motion were Councillors B Petrie, G Sauer, O Bancroft, TB Bonner, PM Murphy, PP Petty, TP Peters, GP Purcell, K Rhodes and RT Turner Total (10).

Against the Motion was Nil Total (0).

Motion Carried

Ms Tamai Davidson, Manager Planning and Development left the room at 12.35pm.

(ITEM ECO2/26) TRANSPORT ASSET MANAGEMENT PLAN

SUMMARY

The Transport Asset Management Plan has been updated based on the work carried out last year on the sealed road network and the bridge inspections that were carried out. The Asset Management Plan gives a greater understanding of the finances relating to maintaining Council's extensive road network. As expected, the financial impact on Council's finances in the long term is significant. The following report is a high-level overview of the Asset Management Plan. The Transport Asset Management Plan will be released for comment in the coming weeks following internal review. The financial forecasts in this report relate to the sealed and unsealed roads network. Additional expenditure will be required for the other components of the Asset Management Plan including Bridges, Footpaths and Drainage Infrastructure.

17/26

Resolved

That Council:

- 1. Notes the report of the Director Infrastructure Services.**
- 2. Considers the proposed budget allocations to Transport Infrastructure in the 2026/27-Operational Plan and Budget at the March 2026 Ordinary Council Meeting.**
- 3. Following the adoption of the 2026/27-Operational Plan and Budget, Council staff be requested to prepare revised service standards**

based on the budgets adopted by Council, for those revised service standards to be considered by Council at a future meeting.

(Kim Rhodes/Roger Turner)

Motion Carried

Councillor Rhodes left the room at 12.58 and was absent for the vote.

Mr James Paynter, Manager Works left the room at 12.59pm.

Councillor Kim Rhodes returned to the room at 1.00pm.

OUR GOVERNANCE

(ITEM GOV1/26) AUDIT, RISK & IMPROVEMENT COMMITTEE MEETING MINUTES - 10 SEPTEMBER 2025

SUMMARY

Council's Audit, Risk and Improvement Committee (ARIC) had their Ordinary Meeting on Wednesday, 10 September 2025.

The adopted and signed minutes of this meeting are attached to the report for the information of Council.

18/26

Resolved

That Council:

Notes the adopted and signed minutes from the Audit, Risk and Improvement Committee meeting of Wednesday, 10 September 2025.

(Peter Murphy/Gregory Purcell)

Motion Carried

(ITEM GOV2/26) CHANGE TO SCHEDULE OF COUNCIL MEETINGS FOR 2026 & NOMINATING DELEGATES TO ATTEND THE 2026 NATIONAL GENERAL ASSEMBLY AND THE 2026 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE

SUMMARY

The purpose of this report is for Council to approve delegates attending the 2026 National Australian Assembly held by the Australian Local Government Association from 23 to 25 June 2026, approved delegates to attend the Local Government NSW Annual Conference from 22 to 24 November 2026, and adopt

changes to the scheduled Ordinary Council Meeting dates for June and November 2026.

19/26

Resolved

That Council:

- (1) Approves the Mayor and Deputy Mayor to attend the 2026 National Australian Assembly – Australian Local Government Association (ALGA) to be held at Canberra from 23 to 25 June 2026.**
- (2) Approves the General Manager, Mayor and Deputy Mayor to attend the 2026 Local Government NSW Annual Conference to be held at Wollongong from 22 to 24 November 2025.**
- (3) Moves the Ordinary Council Meeting for June scheduled for the fourth Wednesday of the month (24 June 2026) to Monday, 22 June 2026 and also moves the Ordinary Council Meeting for November from the scheduled fourth Wednesday of the month (25 November 2026) to the next day being Thursday, 26 November 2026, to facilitate the above-mentioned delegates to attend the mentioned two conferences and allow for adequate return travel time by the delegates from the Local Government NSW Annual Conference at Wollongong.**

(Peter Petty/Gregory Purcell)

Motion Carried

(ITEM GOV3/26) AGENCY INFORMATION GUIDE

SUMMARY

The purpose of this report is to enable Council to consider and adopt the updated Tenterfield Shire Council Agency Information Guide 2026, as required in accordance with the *Government Information (Public Access) Act 2009* (GIPA Act).

20/26

Resolved

That Council adopts the Tenterfield Shire Council Agency Information Guide 2026 in accordance with Sections 20 and 21 of the *Government Information (Public Access) Act 2009*.

(Peter Petty/Kim Rhodes)

Motion Carried

(ITEM GOV4/26) COUNCILLOR EXPENSES AND FACILITIES FOR SIX (6) MONTHS JULY TO DECEMBER 2025

SUMMARY

The purpose of this report is to provide details of Councillor Expenses and Facilities required in accordance with relevant legislation, regulations and Council policies.

21/26

Resolved

That Council:

Notes the report on Councillor Expenses and Facilities for the six-month period July to December 2025.

(Peter Petty/Kim Rhodes)

Motion Carried

SUSPENSION OF STANDING ORDERS

22/26

Resolved

That standing orders be suspended to move into the of the meeting and the purpose of a lunch break.

(Gregory Purcell/Greg Sauer)

Motion Carried

Recording of the session was paused at 1.10pm.

RESUMPTION OF STANDING ORDERS

23/26

Resolved

That standing orders be resumed.

(Owen Bancroft/Peter Petty)

Motion Carried

The recording device was turned on, the time being 1.43pm.

Ms Jane Walton, finance Manager entered the room at 1.44pm.

(ITEM GOV5/26) REPORT ON LOAN BALANCES 31 DECEMBER 2025

SUMMARY

The purpose of this report is to inform Council of its loan balances as at 31 December 2025.

24/26

Resolved

That Council notes the loan balance as of 31 December 2025 was \$18,907,715 (\$18,987,677 as at 30 September 2025).

(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM GOV6/26) INVESTMENT REPORT FOR PERIOD ENDED 31 DECEMBER 2025 AND 31 JANUARY 2026

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.

25/26

Resolved

That Council:

Notes the Investment Report for the period ended 31 December 2025 and 31 January 2026.

(Owen Bancroft/Peter Murphy)

Motion Carried

(ITEM GOV7/26) CAPITAL EXPENDITURE REPORT AS AT 31 DECEMBER 2025

SUMMARY

The purpose of this Report is to show the Full Year financial progress of Capital Works projects against the budget.

26/26

Resolved

That Council:

Receives and notes the Capital Expenditure Report for the period ended 31 December 2025.

(Tom Peters/Owen Bancroft)

Motion Carried

(ITEM GOV8/26) QUARTERLY BUDGET REVIEW STATEMENT - DECEMBER 2025

SUMMARY

The purpose of this report is to present Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 31 December 2025, in accordance with the requirements of the Office of Local Government (OLG) Quarterly Budget Review Statement Guidelines (August 2025) and Clause 203 of the *Local Government (General) Regulation 2021*.

27/26

Resolved

That Council adopts the December 2025 Quarterly Budget Review Statement and recommendations therein, as follows:

- 1) That no additional operating or capital expenditure outside of the recommendations in this review be approved by Council unless they are offset by other savings (e.g. with road works such as re-sheeting, with a plan to reduce maintenance costs) or grant funded, and even then only where there will be no additional operating costs as a result of the expenditure i.e. if capital related expenditure, it should be for the replacement of existing assets only, not new assets.**
- 2) That deferral of some projects to The Long Term Financial Plan (LTFP) due to limited resourcing capacity to complete works. Where applicable, Council continues to meet contributions for grant funding to be met eg: DFRA works.**
- 3) That Council acknowledges the ongoing governance and treasury management difficulties it faces with the current structure of many grant and disaster funding payments and continues to advocate for changes to the timing of these cash payments from State and Federal governments.**
- 4) That Council continues to explore increases in operational income by considering selling assets.**

(Kim Rhodes/Gregory Purcell)

Motion Carried

Ms Jane Walton, Manager Finance left the room at 2.04pm.

(ITEM GOV9/26) QUARTERLY PROGRESS REPORT - OCTOBER - DECEMBER 2025

SUMMARY

The Quarterly Report shows the progress of each of the operational activities that Council is undertaking in the 2025/2026 financial year. This report is for the October, November and December quarter of 2025.

28/26

Resolved

That Council:

Receives and notes the Quarterly Report on the progress of the Delivery Program and Operational Activities.

(Kim Rhodes/Roger Turner)

Motion Carried

Ms Tamai Davidson, Manager Planning and Development, Lee Sisson, Governance Officer entered the room at 2.11pm.

Councillor Peter Petty put to Council that, Item Number's GOV10/26, GOV12/26 GOV 13/26, GOV 15/26 be adopted as a block.

(ITEM GOV10/26) INVESTMENT POLICY - REVIEW

SUMMARY

The purpose of this report is for Council to review and adopt the Investment Policy.

29/26

Resolved

That Council adopts the reviewed and unchanged Investment Policy as attached to the report.

(Peter Petty/Owen Bancroft)

Motion Carried

(ITEM GOV11/26) UPDATED COMPLIANCE AND ENFORCEMENT POLICY

SUMMARY

The purpose of this Report is to update the Compliance and Enforcement Policy.

30/26

Resolved

That Council:

Adopts the reviewed and updated Compliance and Enforcement Policy.

(Owen Bancroft/Peter Murphy)

Motion Carried

(ITEM GOV12/26) STATEMENT OF BUSINESS ETHICS POLICY

SUMMARY

The purpose of this report is to review and update the Statement of Business Ethics Policy and includes a section on Gifts and Benefits and Personal Benefit which is aligned to the current adopted Code of Conduct.

31/26

Resolved

That Council:

- 1. Adopts the draft Statement of Business Ethics Policy.**
- 2. Repeals the outdated Gifts and Benefits Policy.**

(Peter Petty/Owen Bancroft)

Motion Carried

(ITEM GOV13/26) UPDATED PUBLIC INTEREST DISCLOSURE - INTERNAL REPORTING POLICY

SUMMARY

The purpose of this report is to update the Public Interest Disclosure – Internal Reporting Policy.

32/26

Resolved

That Council:

Adopts the reviewed and updated Public Interest Disclosure – Internal Reporting Policy.

(Peter Petty/Owen Bancroft)

Motion Carried

(ITEM GOV14/26) DRAFT POLICY - COUNCIL RELATED DEVELOPMENT APPLICATION CONFLICT OF INTEREST POLICY

SUMMARY

The purpose of this report is to present to Council a draft policy that specifies how conflicts of interest in connection with Council related development applications will be handled. It is proposed to create a separate policy to specifically deal with Council related Development Applications outside the existing Policy – Limit of Delegated Authority when Dealing with Development Applications and Complying Development Certificates.

33/26

Resolved

That Council:

Adopts Draft Policy – Conflict of interest for Council-related development applications as contained in Attachment 1.

(Kim Rhodes/Tom Peters)

Motion Carried

(ITEM GOV15/26) POLICY - LIMIT OF DELEGATED AUTHORITY IN DEALING WITH DEVELOPMENT APPLICATIONS AND COMPLYING DEVELOPMENT CERTIFICATES

SUMMARY

The purpose of this report is to update and re-adopt the Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates.

34/26

Resolved

That Council:

Adopts the “Policy - Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates” as contained in Attachment 1.

(Peter Petty/Owen Bancroft)

Motion Carried

(ITEM GOV16/26) POLICY AND GUIDELINES DOCUMENT FOR INFORMAL WORKSHOPS

SUMMARY

The purpose of this report is for Council to adopt a “Policy & Guidelines for Informal Workshops” document – providing policy statements and guidelines for the holding of informal workshops into the future.

35/26

Resolved

That Council:

Adopts the draft “Policy & Guidelines for Informal Workshops” document as is annexed to the report as Appendix 1.

(Peter Petty/Kim Rhodes)

Motion Carried

Ms Tamai Davidson, Manager Planning and Development, and Ms Lee Sisson, Governance Officer and left the room at 2.25pm.

(ITEM GOV17/26) SIR HENRY PARKES SCHOOL OF ARTS POLICIES TO BE REPEALED

SUMMARY

As Council no longer administers the day-to-day running of the Sir Henry Parkes School of Arts, the School of Arts Theatre Cinema Front of House Policy and School of Arts Use for Weddings Policy may now be repealed.

36/26

Resolved

That Council:

1. Repeals the Sir Henry Parkes School of Arts Theatre Cinema Front of House Policy.

2. Repeals the Sire Henry Parkes School of Arts Use for Weddings and Other Activities Policy.

(Peter Petty/Greg Sauer)

Motion Carried

(ITEM GOV18/26) CORPORATE SERVICES DIRECTORATE MONTHLY REPORT

SUMMARY

The purpose of this report is to:

- update the Council on activities within the Corporate Services Directorate
- provide a written report that sets out details required in accordance with relevant legislation and regulations, and
- provide statistics and data that support corporate policy and activities in accordance with the Operational Plan and Delivery Program 2025 – 2029.

37/26

Resolved

That Council:

Notes the Corporate Services Directorate Report for January 2026.

(Kim Rhodes/Gregory Purcell)

Motion Carried

(ITEM GOV19/26) INFRASTRUCTURE SERVICES DIRECTORATE MONTHLY REPORT

SUMMARY

The purpose of this report is to provide Councillors for their information with an overview of work carried out in the Department of Infrastructure Services for the month of November 2025.

38/26

Resolved

That Council:

Receives and notes the information contained in the report.

(Peter Petty/Owen Bancroft)

Motion Carried

Mr James Paynter, Works Manager entered the room at 2.34pm.

(ITEM GOV20/26) WORKFORCE, SAFETY, RISK, RECORDS AND COMMUNICATIONS REPORT - DECEMBER 2025 AND JANUARY 2026

SUMMARY

The purpose of this report is to provide a standing monthly report to Council that provides data within the Civic Department for Workforce, Safety, Risk, Records and Communications.

39/26

Resolved

That Council:

Notes the Workforce, Safety, Risk, Records and Communications Report for December 2025 and January 2026.

(Owen Bancroft/Tim Bonner)

Motion Carried

Councillor Tim Bonner gave his apology to the Mayor due to a personal matter, he was required to leave the meeting before it was finished and left the meeting at 2.57pm.

(ITEM GOV21/26) COUNCILLOR WORKS/SERVICE REQUESTS - DECEMBER 2025 AND JANUARY 2026

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.

40/26

Resolved

That Council:

Notes the status of the Councillor Works/Service Requests for the months of December 2025 and January 2026.

(Tom Peters/Kim Rhodes)

Motion Carried

REPORTS OF DELEGATES & COMMITTEES

Nil.

NOTICES OF MOTION

Nil.

RESOLUTION REGISTER

(ITEM RES1/26) COUNCIL RESOLUTION REGISTER - DECEMBER 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.

41/26

Resolved

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

(Peter Petty/Kim Rhodes)

Motion Carried

SUSPENSION OF STANDING ORDERS

42/26

Resolved

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

(Peter Petty/Gregory Purcell)

Motion Carried

Recording of the Meeting was paused at 3.04pm.

CONFIDENTIAL BUSINESS

(ITEM ECO3/26) EVALUATION OF SUPPLY AND INSTALLATION OF SMART WARNING SIGNS (SISWS) REQUEST FOR QUOTE (RFQ 12 25/26) CONDUCTED THROUGH LOCAL GOVERNMENT PROCUREMENT

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

SUMMARY

The purpose of this report is to present, for Council's information, the outcome of Infrastructure's recent Supply and Installation of Smart Warning Signs (SISWS) Request for Quote (RFQ 12 25/26) conducted through Local Government Procurement.

Following a compliant quote assessment process, J1-Led Intelligent Transport Systems Pty Ltd was determined to offer the best value-for-money conforming Quote and was awarded the Contract by the General Manager under delegated authority. The awarded Contract includes a prioritised selection of Smart Warning Sign System (SWSS) components consistent with Council's available funding and safety objectives.

43/26

Resolved

That Council:

Notes the award of the contract to J1-Led Intelligent Transport Systems Pty Ltd for the Supply and Installation of a Smart Warning Sign System (SWSS), for a total value of \$500,983.03 (excl. GST), comprising the recommended SWSS component scope only (with other provisional items excluded).

(Owen Bancroft/Peter Murphy)

Motion Carried

(ITEM COM7/26) TENDER ASSESSMENT FOR THE BIG HILL CULVERT CONSTRUCTION (BHCC) PROJECT REINFORCED CONCRETE BOX CULVERT REPLACEMENT ON MOUNT LINDESAY ROAD RFT 08 25/26

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

The purpose of this report is to present to Council the recommendations of the Tender Assessment for the Big Hill Culvert Construction (BHCC) Project (Reinforced Concrete Box Culvert Replacement on Mount Lindesay Road RFT 08 25/26). The report summarises the process and outcomes of the Tender evaluation and recommends engagement of the preferred Tenderer under the prepared lump sum construct-only contract, funded through secured federal grant funding. The detailed Tender Assessment Report is annexed to the report as Attachment 1 for Council's information and assurance.

44/26

Resolved

That Council:

- 1. Awards the Big Hill Culvert Construction Project (RFT 08 25/26) to Finn Valley Pty Ltd for \$635,380.41 (excl. GST) based on Finn Valley's Rev 1 Tender.**
- 2. Authorises the General Manager to administer the BHCC Contract and to exercise the Contract's commercial mechanisms in accordance with the Contract and during delivery within the secured grant funding parameters.**

(Peter Petty/Kim Rhodes)

Motion Carried

Mr James Paynter, Manager Works left the meeting at 3.22pm.

RESUMPTION OF STANDING ORDERS

45/26

Resolved

That standing orders be resumed to move into the Open Council again.

(Peter Murphy/Peter Petty)

Motion Carried

The recording device was turned on, the time being 3.22pm.

In accordance with Section 253 of *Local Government Regulations (General) 2005*, the Mayor read the resolutions as resolved whilst in Closed Council, as follows:

(ITEM ECO3/26) EVALUATION OF SUPPLY AND INSTALLATION OF SMART WARNING SIGNS (SWSS) REQUEST FOR QUOTE (RFQ 12 25/26) CONDUCTED THROUGH LOCAL GOVERNMENT PROCUREMENT

That Council:

Notes the award of the contract to J1-Led Intelligent Transport Systems Pty Ltd for the Supply and Installation of a Smart Warning Sign System (SWSS), for a total value of \$500,983.03 (excl. GST), comprising the recommended SWSS component scope only (with other provisional items excluded).

(ITEM COM7/26) TENDER ASSESSMENT FOR THE BIG HILL CULVERT CONSTRUCTION (BHCC) PROJECT REINFORCED CONCRETE BOX CULVERT REPLACEMENT ON MOUNT LINDESAY ROAD RFT 08 25/26

That Council:

- 1. Awards the Big Hill Culvert Construction Project (RFT 08 25/26) to Finn Valley Pty Ltd for \$635,380.41 (excl. GST) based on Finn Valley's Rev 1 Tender.**
- 2. Authorises the General Manager to administer the BHCC Contract and to exercise the Contract's commercial mechanisms in accordance with the Contract and during delivery within the secured grant funding parameters.**

MEETING CLOSED

There being no further business the Mayor declared the meeting closed at 3.25pm.

.....
Councillor Bronwyn Petrie
Mayor/Chairperson