



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

BUSINESS PAPER
ORDINARY COUNCIL MEETING
WEDNESDAY, 28 OCTOBER 2020

Notice is hereby given in accordance with the provisions of the *Local Government Act 1993*, and pursuant to Clause 2.3 of Council's Code of Meeting Practice that an **Ordinary Council** will be held in the RSL Pavilion, rear Memorial Hall, Molesworth Street, Tenterfield, on **Wednesday 28 October 2020** commencing at **9.30 am**.

Terry Dodds
Chief Executive

COMMUNITY CONSULTATION – PUBLIC ACCESS

Community Consultation (Public Access) relating to items on this Agenda can be made between 9.30 am and 10.30 am on the day of the Meeting. Requests for public access should be made to the General Manager no later than COB on the Monday before the Meeting.

Section 8 of the Business Paper allows a period of up to 30 minutes of Open Council Meetings for members of the Public to address the Council Meeting on matters INCLUDED in the Business Paper for the Meeting.

Members of the public will be permitted a maximum of five (5) minutes to address the Council Meeting. An extension of time may be granted if deemed necessary.

Members of the public seeking to represent or speak on behalf of a third party must satisfy the Council Meeting that he or she has the authority to represent or speak on behalf of the third party.

Members of the public wishing to address Council Meetings are requested to contact Council either by telephone or in person prior to close of business on the Monday prior to the day of the Meeting. Persons not registered to speak will not be able to address Council at the Meeting.

Council will only permit two (2) speakers in support and two (2) speakers in opposition to a recommendation contained in the Business Paper. If there are more than two (2) speakers, Council's Governance division will contact all registered speakers to determine who will address Council. In relation to a Development Application, the applicant will be reserved a position to speak.

Members of the public will not be permitted to raise matters or provide information which involves:

- Personnel matters concerning particular individuals (other than Councillors);
- Personal hardship of any resident or ratepayer;
- Information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
- Commercial information of a confidential nature that would, if disclosed:
 - Prejudice the commercial position of the person who supplied it, or
 - Confer a commercial advantage on a competitor of the Council; or
 - Reveal a trade secret;
- Information that would, if disclosed prejudice the maintenance of law;
- Matters affecting the security of the Council, Councillors, Council staff or Council property;
- Advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- Information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- Alleged contraventions of any Code of Conduct requirements applicable under Section 440; or
- On balance, be contrary to the public interest.

Members of the public will not be permitted to use Community Consultation to abuse, vilify, insult, threaten, intimidate or harass Councillors, Council staff or other members of the public. Conduct of this nature will be deemed to be an act of disorder and the person engaging in such behaviour will be ruled out of order and may be expelled.

CONFLICT OF INTERESTS

What is a "Conflict of Interests" - A conflict of interests can be of two types:

Pecuniary - an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated.

Non-pecuniary - a private or personal interest that a Council official has that does not amount to a pecuniary interest as defined in the Local Government Act (eg. A friendship, membership of an association, society or trade union or involvement or interest in an activity and may include an interest of a financial nature).

Remoteness

A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Section 448 of the Local Government Act.

Who has a Pecuniary Interest? - A person has a pecuniary interest in a matter if the pecuniary interest is the interest of:

- The person, or
- Another person with whom the person is associated (see below).

Relatives, Partners

A person is taken to have a pecuniary interest in a matter if:

- The person's spouse or de facto partner or a relative of the person has a pecuniary interest in the matter, or
- The person, or a nominee, partners or employer of the person, is a member of a company or other body that has a pecuniary interest in the matter.

N.B. "Relative", in relation to a person means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descends or adopted child of the person or of the person's spouse;
- (b) the spouse or de facto partners of the person or of a person referred to in paragraph (a)

No Interest in the Matter

However, a person is not taken to have a pecuniary interest in a matter:

- If the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative or company or other body, or
- Just because the person is a member of, or is employed by, the Council.
- Just because the person is a member of, or a delegate of the Council to, a company or other body that has a pecuniary interest in the matter provided that the person has no beneficial interest in any shares of the company or body.

Disclosure and participation in meetings

- A Councillor or a member of a Council Committee who has a pecuniary interest in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.
- The Councillor or member must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) at any time during which the Council or Committee is voting on any question in relation to the matter.

No Knowledge - A person does not breach this Clause if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest.

Participation in Meetings Despite Pecuniary Interest (S 452 Act)

A Councillor is not prevented from taking part in the consideration or discussion of, or from voting on, any of the matters/questions detailed in Section 452 of the Local Government Act.

Non-pecuniary Interests - Must be disclosed in meetings.

There are a broad range of options available for managing conflicts & the option chosen will depend on an assessment of the circumstances of the matter, the nature of the interest and the significance of the issue being dealt with. Non-pecuniary conflicts of interests must be dealt with in at least one of the following ways:

- It may be appropriate that no action be taken where the potential for conflict is minimal. However, Councillors should consider providing an explanation of why they consider a conflict does not exist.
- Limit involvement if practical (eg. Participate in discussion but not in decision making or vice-versa). Care needs to be taken when exercising this option.
- Remove the source of the conflict (eg. Relinquishing or divesting the personal interest that creates the conflict)
- Have no involvement by absenting yourself from and not taking part in any debate or voting on the issue as if the provisions in S451 of the Local Government Act apply (particularly if you have a significant non-pecuniary interest)

Disclosures to be Recorded (s 453 Act)

A disclosure (and the reason/s for the disclosure) made at a meeting of the Council or Council Committee or Sub-Committee must be recorded in the minutes of the meeting.

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## ORDER OF BUSINESS

1. Opening & Welcome
2. Civic Prayer & Acknowledgement of Country
3. Apologies
4. Disclosure & Declarations of Interest
5. Confirmation of Previous Minutes
6. Tabling of Documents
7. Urgent, Late & Supplementary Items of Business
8. Community Consultation (Public Access)
9. Mayoral Minute
10. Recommendations for Items to be Considered in Confidential Section
11. Open Council Reports
  - Our Community
  - Our Economy
  - Our Environment
  - Our Governance
12. Reports of Delegates & Committees
13. Notices of Motion
14. Resolution Register
15. Confidential Business
16. Meeting Close

# AGENDA

## WEBCASTING OF MEETING

This meeting will be 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.

## 1. OPENING & WELCOME

### 2. (A) OPENING 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."*

### (B) ACKNOWLEDGEMENT OF COUNTRY

*"I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukembal, Kamilaroi and Bundjalung nations and extend that respect to other Aboriginal people present."*

## 3. APOLOGIES

## 4. DISCLOSURES & DECLARATIONS OF INTEREST

## 5. CONFIRMATION OF PREVIOUS MINUTES

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## 7. URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

## 8. COMMUNITY CONSULTATION (PUBLIC ACCESS)

## 9. MAYORAL MINUTE

## 10. RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION

- (ITEM COM31/20) .. PURCHASE OF LAND FOR OPERATIONAL PURPOSES
- (ITEM ECO15/20)OFFER TO PURCHASE LOT 13 - TENTERFIELD INDUSTRIAL PARK

## 11. OPEN COUNCIL REPORTS

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## **15. CONFIDENTIAL BUSINESS**

|                 |                                           |
|-----------------|-------------------------------------------|
| (ITEM COM31/20) | PURCHASE OF LAND FOR OPERATIONAL PURPOSES |
|-----------------|-------------------------------------------|

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(ii)) of the Local Government Act, 1993, as the matter involves commercial information of a confidential nature that would, if disclosed (ii) confer a commercial advantage on a competitor of the Council.

|                 |                                                        |
|-----------------|--------------------------------------------------------|
| (ITEM ECO15/20) | OFFER TO PURCHASE LOT 13 - TENTERFIELD INDUSTRIAL PARK |
|-----------------|--------------------------------------------------------|

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (c) of the Local Government Act, 1993, as the matter involves information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

## **16. MEETING CLOSED**

## **CLOSED COUNCIL**

### **Confidential Reports**

#### **(Section 10A(2) of The Local Government Act 1993)**

Where it is proposed to close part of the Meeting, the Chairperson will allow members of the public to make representations to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public.

The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

The grounds on which part of the Council meeting may be closed to public are listed in Section 10A(2) of the Local Government Act 1993 and are as follows:

- (a) personnel matters concerning particular individuals others than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
  - (i) prejudice the commercial position of the person who supplied it, or
  - (ii) confer a commercial advantage on a competitor of the council, or
  - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act provides that Council, or a Committee of the Council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10B(3) of the Act provides that if a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3) of the Act,) the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is matter referred to in section 10A(2) of the Act).

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matters referred to in section 10A(2):

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) The discussion of the matter may:
  - (i) cause embarrassment to the Council or committee concerned, or to councillors or to employees of the council, or
  - (ii) cause a loss of confidence in the Council or committee.

#### **Resolutions passed in Closed Council**

It is a requirement of Clause 253 of the Local Government (General) Regulation 2005 that any resolution passed in Closed Council, or Committee be made public as soon as practicable after the meeting has ended. At the end of Closed Council or Committee meeting, the Chairperson will provide a summary of those resolutions passed in Closed Council or Committee.



**(ITEM MIN13/20) CONFIRMATION OF PREVIOUS MINUTES**

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**REPORT BY:** Noelene Hyde, Executive Assistant & Media

**RECOMMENDATION**

**That the Minutes of the following Meetings of Tenterfield Shire Council:**

- **Ordinary Council Meeting – 23 September 2020**
- **Extraordinary Council Meeting – 1 October 2020**
- **Extraordinary Council Meeting – 14 October 2020**

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

**ATTACHMENTS**

- |          |                                                           |          |
|----------|-----------------------------------------------------------|----------|
| <b>1</b> | Minutes - Ordinary Council Meeting - 23 September 2020    | 19 Pages |
| <b>2</b> | Minutes - Extraordinary Council Meeting - 1 October 2020  | 3 Pages  |
| <b>3</b> | Minutes - Extraordinary Council Meeting - 14 October 2020 | 3 Pages  |

# MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

## MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY, 23 SEPTEMBER 2020

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion, rear of Memorial Hall, Molesworth Street, Tenterfield, and via Zoom on **Wednesday, 23 September 2020** commencing at 9.33 am.

### ATTENDANCE

Councillor Peter Petty (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Don Forbes via Zoom  
Councillor John Macnish  
Councillor Brian Murray  
Councillor Tom Peters  
Councillor Bronwyn Petrie  
Councillor Michael Petrie  
Councillor Bob Rogan  
Councillor Gary Verri

### ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)  
Executive Assistant & Media (Noelene Hyde)  
Admin & Web Assistant (Christie Fitzpatrick)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)

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

**WEBCASTING OF MEETING**

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

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

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

**OPENING AND WELCOME**

**CIVIC PRAYER**

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

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

**ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present and emerging of the Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

**APOLOGIES**

Nil.

**DISCLOSURE & DECLARATIONS OF INTEREST**

Nil.

**OPEN COUNCIL REPORTS**

**OUR GOVERNANCE**

**(ITEM GOV60/20) ELECTION OF THE MAYOR - 2020 TO 2021**

**SUMMARY**

The purpose of this report is for Council to elect the Mayor for the proceeding term, being from September 2020 to the Local Government Elections on 4 September 2021.

**RECOMMENDATION:**

- (1) That Ms Kerri Swain, as Returning Officer, call for nominations for the election of Mayor for the one (1) year term September 2020 to the Local Government Elections on 4 September 2021; and
- (2) Council to determine the form of ballot to be used if so required, conditional on no Councillor attending the meeting via audio visual. If Councillors are attending via audio visual, the vote must be by Open Vote; and
- (3) Following the election, the Returning Officer declare Cr ..... elected as Mayor for the period September 2020 to the Local Government Elections on 4 September 2021.

(Gary Verri/Michael Petrie)

*Returning Officer Ms Kerri Swain entered the meeting, the time being 9.33 am.*

*The Returning Officer advised that one (1) nomination only for the position of Mayor was received.*

*The Returning Officer declared Cr Peter Petty elected as Mayor for the period September 2020 to September 2021.*

**181/20 Resolved**

- (1) That Ms Kerri Swain, as Returning Officer, call for nominations for the election of Mayor for the one (1) year term September 2020 to the Local Government Elections on 4 September 2021; and
- (2) Council to determine the form of ballot to be used if so required, conditional on no Councillor attending the meeting via audio visual. If Councillors are attending via audio visual, the vote must be by Open Vote; and
- (3) Following the election, the Returning Officer declared Cr Peter Petty elected as Mayor for the period September 2020 to the Local Government Elections on 4 September 2021.

(Gary Verri/Michael Petrie)

**Motion Carried**

**(ITEM GOV61/20) ELECTION OF THE DEPUTY MAYOR - 2020 TO 2021**

**SUMMARY**

The purpose of this report is for Council to elect the Deputy Mayor for the proceeding term, being from September 2020 to the Local Government Elections on 4 September 2021.

**RECOMMENDATION:**

- (1) That Ms Kerri Swain, as Returning Officer, call for nominations for the election of Deputy Mayor for the one (1) year term September 2020 to the Local Government Election on 4 September 2021; and
- (2) Council to determine the form of ballot to be used if so required, conditional on no Councillor attending the meeting via audio visual. If Councillors are attending via audio visual, the vote must be by Open Vote; and

- (3) Following the election, the Returning Officer declare Cr .....  
elected as Deputy Mayor for the period September 2020 to the Local  
Government Election on 4 September 2021.

(Gary Verri/Bob Rogan)

*The Returning Officer advised that one (1) nomination only for the position of  
Deputy Mayor was received.*

*The Returning Officer declared Cr Greg Sauer elected as Deputy Mayor for the  
period September 2020 to September 2021.*

**182/20 Resolved**

- (1) That Ms Kerri Swain, as Returning Officer, call for nominations for the  
election of Deputy Mayor for the one (1) year term September 2020 to the  
Local Government Election on 4 September 2021; and
- (2) Council to determine the form of ballot to be used if so required, conditional  
on no Councillor attending the meeting via audio visual. If Councillors are  
attending via audio visual, the vote must be by Open Vote; and
- (3) Following the election, the Returning Officer declared Cr Greg Sauer elected  
as Deputy Mayor for the period September 2020 to the Local Government  
Election on 4 September 2021.

(Gary Verri/Bob Rogan)

**Motion Carried**

*Returning Officer, Ms Kerri Swain left the meeting, the time being 9.36 am.*

**(ITEM GOV62/20) SCHEDULE OF COUNCIL MEETINGS FOR 2020/2021**

**SUMMARY**

The purpose of this report is for Council to determine the dates and locations for  
Council Meetings for the next 12 months, being from October 2020 to September  
2021.

**RECOMMENDATION**

- (1) Ordinary Council Meetings be held in each month of the calendar year with  
the exception of January 2021;
- (2) Council Meetings be held on the fourth Wednesday of the meeting month  
commencing at 9.30 am, with the exception of December 2020 which will  
be held on the third Wednesday of the month; and
- (3) Ordinary Council Meetings be held each month at the Council Chambers in  
Tenterfield but in the interim until the Chambers are available, at the RSL  
Pavilion at the rear of the Tenterfield Memorial Hall, with the exception of  
March 2021 (Torrington) and July 2021 (Drake) subject to ongoing COVID  
restrictions.

(Greg Sauer/Bronwyn Petrie)

**AMENDMENT**

Item (3) - Move Torrington to July 2021 and Drake in 2022.

(Gary Verri/No Seconder)

**Amendment Lapsed**

**183/20** **Resolved** that:

- (1) Ordinary Council Meetings be held in each month of the calendar year with the exception of January 2021;
- (2) Council Meetings be held on the fourth Wednesday of the meeting month commencing at 9.30 am, with the exception of December 2020 which will be held on the third Wednesday of the month; and
- (3) Ordinary Council Meetings be held each month at the Council Chambers in Tenterfield but in the interim until the Chambers are available, at the RSL Pavilion at the rear of the Tenterfield Memorial Hall, with the exception of March 2021 (Torrington) and July 2021 (Drake) subject to ongoing COVID restrictions.

(Greg Sauer/Bronwyn Petrie)

**Motion Carried**

**ADDRESS BY MAYOR PETER PETTY**

*Mayor Peter Petty addressed Council following his re-election, stating that he was honoured to be elected to his 9<sup>th</sup> year as Mayor.*

*He expressed his sincere thanks to Councillors and staff as working together, many things have been achieved, particularly in the past, extremely difficult, 12 months. However, we need to focus for the upcoming 12 months and the many projects still to be accomplished, including completing the sealing of Mt Lindesay Road, the ongoing upgrade to Mt Lindesay Road between Legume and Woodenbong, timber bridges, beautification of our villages and the reinstatement of Bruxner Way as a State Highway. In addition, Council needs to get back on track with the Tenterfield Heavy Vehicle Bypass and continue our work with Water NSW to develop the Business Case for the Mole River Dam.*

*Mayor Petty referred to his position on the Local Health Committee and the continuing work of Council, and particularly Deputy Mayor Greg Sauer, to provide full support for our local health facilities and work with them to ensure the best possible services for our community.*

*In addition, Mayor Petty spoke about the growing industry of tourism in the Tenterfield Shire, and particularly the current interest in mountain biking.*

*Mayor Petty expressed his thanks to Deputy Mayor Greg Sauer for his ongoing support, Chief Executive Terry Dodds for his outstanding work to the benefit of all the Shire, and Executive Assistant & Media Noelene Hyde for her support during his 9 years as Mayor.*

*In closing, Mayor Petty expressed his pride that Councillors and staff are moving forward together to make this a wonderful Shire wide community.*

**(ITEM MIN12/20) CONFIRMATION OF PREVIOUS MINUTES**

**184/20** **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 26 August 2020

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

(Michael Petrie/Brian Murray)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

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

Nil.

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

*Due to the current COVID-19 regulations, there is no capacity for members of the public to attend due to social distancing requirements*

**MAYORAL MINUTE**

Nil.

**RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN CONFIDENTIAL SECTION**

**185/20** **Resolved** that the following items be considered in the Confidential Section:

- Item COM24/20 - Lease of Council Controlled Land – Road Reserve;
- Item COM25/20 – McLeods Creek Road, Sandy Hill;
- Item ENV20/20 – Application of New Development Economic Development Stimulus Package;
- Item ECO14/20 – Industrial Estate – Reduction in Sale Price.

(Greg Sauer/Bronwyn Petrie)

**Motion Carried**

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

*Manager Economic Development & Community Engagement, Harry Bolton entered the meeting, the time being 9.48 am.*

**(ITEM COM21/20) UPDATE TO CURRENT GRANT FUNDING - THE NATIONAL BUSHFIRE RECOVERY, NSW BUSHFIRE COMMUNITY RESILIENCE & ECONOMIC RECOVERY, REGIONAL TOURISM BUSHFIRE RECOVERY, DROUGHT COMMUNITIES PROGRAMME EXTENSION AND LOCAL DROUGHT STIMULUS PACKAGE**

**SUMMARY**

The purpose of this report is to provide an update on all grant funding as per Council Resolution 20/40 in regards to the proposed projects for grant funding as recommended by Council in February 2020.

**186/20** **Resolved** that Council endorse and adopt the Proposed Funding Action Plan as per the attachment to this report.

(Gary Verri/Bob Rogan)

**Motion Carried**

*Manager Economic Development & Community Engagement, Harry Bolton left the meeting, and Manager Building & Property, Heidi Ford entered, the time being 10.28 am.*

**(ITEM COM22/20) MINGOOLA WASTE TRANSFER STATION SITE - COMPULSORY ACQUISITION**

**SUMMARY**

The purpose of this report is to seek Council approval to compulsory acquire Lot 7013 and the western portion of the subdivided Lot 7018 in DP 1075621 for the purpose of constructing the Mingoola Waste Transfer Station. In addition to this, Council also need to acknowledge the form road that traverses through Lot 7013 in DP 1075621, known as Springfield Road, for dedication as a Public Road.

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

- (1) Proceed with the compulsory acquisition of the land described as Lot 7013 in DP 1075621 for the purpose of developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and
- (2) Proceed with the compulsory acquisition of the land described as the western portion of subdivided Lot 7018 in DP 1075621 for the purpose of subdivision, acquisition and developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and
- (3) Make an application to the Minister and the Governor for approval to acquire Lot 7013 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and
- (4) Make an application to the Minister and the Governor for approval to acquire the western portion of the subdivided Lot 7018 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and
- (5) Classify the land as operational land; and



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

(Brian Murray/Michael Petrie)

**Motion Carried**

**(ITEM COM23/20) MINGOOLA RURAL FIRE SERVICE - RECLASSIFICATION OF PART LOT 7015 DP 1075623 ON RESERVE 32548**

**SUMMARY**

The purpose of this report is to provide Council with the information required to resolve re-classifying the site managed by Council for the purposes of developing a Rural Fire Service shed in Mingoola from Community to Operational Land. Concurrently, this report provides Council with the information needed to acknowledge the need to dedicate Mingoola School Road as a road reserve for future Rural Fire Service (RFS) operation.

**188/20 Resolved** that Council:

- (1) Delegate authority to the Chief Executive to apply for the re-classification of the land managed by Council within the Travelling Stock Route (TSR32548) at Mingoola, known as Part Lot 7015 in DP 1075623, from Community to Operational Land, in order to fit the purpose of constructing a Rural Fire Service Station; and
- (2) Acknowledge the road known as Mingoola School Road is not contained within a dedicated road reserve and should be considered by Council to rectify this - whether now or in the future.

(Bronwyn Petrie/Greg Sauer)

**Motion Carried**

**OUR ECONOMY**

Nil.

**SUSPENSION OF STANDING ORDERS**

**189/20 Resolved** that Standing Orders be suspended.

(Greg Sauer/Gary Verri)

**Motion Carried**

*Standing Orders were suspended and the meeting adjourned for morning tea, the time being 10.56 am. Manager Building & Property, Heidi Ford left the meeting.*

**RESUMPTION OF STANDING ORDERS**

**190/20** **Resolved** that Standing Orders be resumed.

(Brian Murray/Greg Sauer)

**Motion Carried**

*The meeting resumed with the same members present and with Manager Water & Waste, Gillian Marchant in attendance, the time being 11.22 am.*

**OUR ENVIRONMENT**

**(ITEM ENV19/20) TORRINGTON GREENWASTE**

**SUMMARY**

The purpose of this report is to provide an alternative option report for Torrington's green waste at the new waste transfer station.

**191/20** **Resolved** that Council:

- (1) Offer the mega muncher to the 59 properties for residents of the village of Torrington in lieu of green waste acceptance at Torrington transfer station; and
- (2) Does not offer alternative for greenwaste.

(Brian Murray/John Macnish)

**Motion Carried**

*Manager Water & Waste, Gillian Marchant left the meeting, the time being 11.34am.*

**OUR GOVERNANCE**

**(ITEM GOV63/20) MONTHLY OPERATIONAL REPORT - AUGUST 2020**

**SUMMARY**

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2019/2020 Operational Plan. This is the final report for the 2019/2020 period.

**192/20** **Resolved** that Council receives and notes the status of the Monthly Operational Report for August 2020.

(Gary Verri/Michael Petrie)

**Motion Carried**

**(ITEM GOV64/20) DELEGATION FOR CHIEF EXECUTIVE LEAVE PERIOD**

**SUMMARY**

The purpose of this report is for Council to provide delegation for Acting Chief Executive during period of leave of Chief Executive.

- 193/20** **Resolved** that Council approve the temporary appointment of Chief Corporate Officer, Kylie Smith to the position of Acting Chief Executive for the period Monday, 5 October 2020 to Sunday, 18 October 2020 inclusive.

(Greg Sauer/Brian Murray)

**Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford entered the meeting, the time being 11.53 am.*

**(ITEM GOV65/20) TENTERFIELD SHIRE COUNCIL CODE OF CONDUCT 2020 & PROCEDURES FOR THE ADMINISTRATION OF THE CODE OF CONDUCT 2020**

**SUMMARY**

The purpose of this report is to advise Council that the Tenterfield Shire Council Code of Conduct 2020 and the Tenterfield Shire Council Procedures for the Administration of the Code of Conduct are required to be adopted following amendments, as issued by the NSW Office of Local Government on 14 August 2020.

- 194/20** **Resolved** that Council:

- (1) Adopt the Tenterfield Shire Council Code of Conduct 2020, as amended; and
- (2) Adopt the Tenterfield Shire Council Procedures for the Administration of the Code of Conduct 2020, as amended.

(Bob Rogan/Michael Petrie)

**Motion Carried**

*Manager Customer Service, Governance & Records, Erika Bursford left the meeting and Manager Building & Property, Heidi Ford entered the meeting, the time being 12.04 pm.*

**(ITEM GOV66/20) CROWN LANDS PLANS OF MANAGEMENT**

**SUMMARY**

The purpose of this report is for Council to consider the draft Plans of Management (POMs) for Crown Land parcels managed by Council. In accordance with the enactment of the Crown Land Management Act 2016, Council is required to generate POMs for the community land managed by Council which is Crown Land.

**195/20** **Resolved** that Council endorse the listed draft Plans of Management and forward to the Crown Lands Minister for approval prior to the compulsory community consultation period:

- Plan of Management - General Community Use;
- Plan of Management - Sportsgrounds;
- Plan of Management - Parks;
- Plan of Management - Natural Areas.

(Greg Sauer/Michael Petrie)

**Motion Carried**

*Manager Building & Property, Heidi Ford left the meeting, the time being 12.13 pm.*

**PROCEDURAL MOTION**

**196/20** **Resolved** that Item GOV69/20 - Civic Office - Update Of Policies, Item GOV69/20 - Economic Development & Community - Update Of Policies, Item GOV70/20 - Planning & Development - Update Of Policies, Item GOV71/20 - Property & Buildings - Update Of Policies, Item GOV72/20 - Water & Waste - Update of Policies be adopted together.

(Greg Sauer/Bob Rogan)

**Motion Carried**

**(ITEM GOV67/20) CIVIC OFFICE - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is to update the listed policies aligned with Civic Office.

**196/20** **Resolved** that Council:

- (1) Adopt the updated Media Policy 1.130;
- (2) Adopt the updated Councillor Expenses & Facilities Policy 1.160.

(Greg Sauer/Bob Rogan)

**Motion Carried**

**(ITEM GOV69/20) ECONOMIC DEVELOPMENT & COMMUNITY - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is to update the listed policies aligned with the Economic Development and Community Engagement Office.

**196/20** **Resolved** that Council:

- (1) Adopt the updated Filming Policy 1.062; and

- (2) Adopt the updated Public Art Policy 1.166; and
- (3) Adopt the updated School of Arts Collections Acquisition and Deaccession Policy 1.193; and
- (4) Adopt the updated School of Arts Theatre/Cinema Front of House Policy 1.194; and
- (5) Adopt the updated School of Arts Use for Weddings and other activities Policy 1.195.

(Greg Sauer/Bob Rogan)

**Motion Carried**

**(ITEM GOV70/20) PLANNING & DEVELOPMENT - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is to update the listed policies aligned with Planning and Development Services.

**196/20** **Resolved** that Council adopt the following policies:

- Updated Burial on Private Land Policy 3.021; and
- Updated Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates Policy 3.122; and
- Rainwater Tanks – Installation Requirements where Reticulated Water is Connected Policy 3.180; and
- Private Swimming Pool Safety Policy 3.194; and
- Aerated Wastewater Treatment Systems Policy 3.011; and
- On Site Sewage Management Policy 3.150.

(Greg Sauer/Bob Rogan)

**Motion Carried**

**(ITEM GOV71/20) PROPERTY & BUILDINGS - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is to update and make obsolete the listed policies aligned with the Corporate Office, and update the Fees and Charges.

**196/20** **Resolved** that Council:

- (1) Make obsolete the Hire Fees – Public Facilities, Halls & Parks Policy 3.130, and update the Fees & Charges to include that Local Schools are to be exempt from these fees and charges.; and

- (2) Make obsolete the Memorial Hall, RSL Pavilion – Hiring of Chairs and Tables Policy 3.131.

(Greg Sauer/Bob Rogan)

**Motion Carried**

**(ITEM GOV72/20) WATER & WASTE - UPDATE OF POLICIES**

**SUMMARY**

The purpose of this report is for Council to review and adopt the listed policies aligned with Water & Waste.

**196/20 Resolved** that Council:

- (1) Adopts the updated Drinking Water Policy 2.162,
- (2) Adopts the updated Liquid Trade Waste Regulation Policy 2.130; and
- (3) Adopts the updated Septic Tank Connections Policy 3.190.

(Greg Sauer/Bob Rogan)

**Motion Carried**

*Manager Finance & Technology, Paul Della entered the meeting, the time being 12.16 pm.*

**(ITEM GOV73/20) 2019/20 FINANCIAL STATEMENTS TO BE REFERRED FOR AUDIT**

**SUMMARY**

The purpose of this report is to comply with statutory requirements in relation to the General Purpose Financial Statements and Special Purpose Financial Statements for the year ended 30 June 2020. The Financial Statements are to be referred to Council's Auditor, with authorisation from the Mayor, a Councillor, the Chief Executive and the Responsible Accounting Officer.

**197/20 Resolved** that Council:

- (1) In relation to the Financial Statements and in accordance with Section 413(2)(c) of the Local Government Act 1993 (as amended):
  - a) Resolves that in its opinion the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2020 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
  - b) Approves the Financial Statements for signature by the Mayor, the Deputy Mayor, the Chief Executive and the Responsible Accounting Officer.

- (2) Refers the Financial Statements to Council's Auditor for audit; and
- (3) Forwards the audited Financial Statements to the Office of Local Government by 31 October 2020 if possible noting that the deadline has been extended to 30 November 2020 for this year only due to the impact of the COVID-19 pandemic; and
- (4) Delegates to the Chief Executive the authority to place the Audited Financial Statements on public exhibition from Monday, 2 November 2020 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 25 November 2020 if possible (or the soonest practicable alternative date if not); and
- (5) Presents the audited Financial Statements at the meeting of Council to be held on 25 November 2020 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.

(Brian Murray/Bronwyn Petrie)

**Motion Carried**

**(ITEM GOV74/20) FINANCE & ACCOUNTS - PERIOD ENDED 31 AUGUST 2020**

**SUMMARY**

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

- 198/20** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 31 August 2020.

(Michael Petrie/Gary Verri)

**Motion Carried**

**(ITEM GOV75/20) CAPITAL EXPENDITURE REPORT AS AT 31 AUGUST 2020**

**SUMMARY**

The purpose of this report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This report outlines Council's financial progress against each project.

- 199/20** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 31 August 2020.

(Greg Sauer/Brian Murray)

**Motion Carried**

Manager Finance & Technology, Paul Della left the meeting, the time being 12.23 pm.

#### REPORTS OF DELEGATES & COMMITTEES

##### (ITEM RC21/20) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC

###### SUMMARY

Items presented by the Delegate for information of Council:

- Minutes of Region 11 Meeting – 14 August 2020
- Murray Darling Association Delegate's Report – August 2020

**200/20** **Resolved** that Council receive and note the Delegate's report for the Murray Darling Association Inc. for August 2020.

(Greg Sauer/Bob Rogan)

###### Motion Carried

##### (ITEM RC22/20) REPORTS OF COMMITTEES & DELEGATES - AUDIT & RISK COMMITTEE - 9 SEPTEMBER 2020

###### SUMMARY

A meeting of the Audit & Risk Committee was held on Wednesday, 9 September 2020.

**201/20** **Resolved** that the report of the Audit & Risk Committee of 9 September 2020 be received and noted.

(Peter Petty/Gary Verri)

###### Motion Carried

#### NOTICES OF MOTION

##### (ITEM NM7/20) NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES

###### SUMMARY

The purpose of this motion is to provide the opportunity to open up the Tenterfield town dam for limited recreational use.

**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)

###### Motion Carried



**(ITEM NM8/20) NOTICE OF MOTION - EVENT FOR THE TENTERFIELD MOUNTAIN BIKE CLUB**

**SUMMARY**

The purpose of this motion is to approach the newly formed Tenterfield Mountain Bike Club with a suggested format and initial route planning for an event suitable for the Club to hold locally.

- 203/20** **Resolved** that Council make an approach to the newly formed Tenterfield Mountain Bike Club (Saddlers Mountain Bike Club) with a suggested format and initial route planning for an event suitable for the Club to hold locally. The event being a tour designed for mountain bikes that would bring riders and others to Tenterfield.

(Bob Rogan/Gary Verri)

**Motion Carried**

**RESOLUTION REGISTER**

**(ITEM RES8/20) COUNCIL RESOLUTION REGISTER - SEPTEMBER 2020**

**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.

- 204/20** **Resolved** that Council notes the status of the Council Resolution Register to September 2020.

(Michael Petrie/Gary Verri)

**Motion Carried**

*Engineering Officer, Jessica Gibbins entered the meeting, the time being 12.43 pm.*

**CONFIDENTIAL BUSINESS – SUSPENSION OF STANDING ORDERS**

- 205/20** **Resolved** that

- a) Standing orders be suspended and 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.

(Bronwyn Petrie/Brian Murray)

**Motion Carried**

The recording device was turned off and the meeting moved into Closed Committee, the time being 12.43 pm.

**(ITEM COM24/20) LEASE OF COUNCIL CONTROLLED LAND - ROAD RESERVE**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) (c) (e) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals; AND information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business; AND information that would, if disclosed, prejudice the maintenance of law.

**SUMMARY**

The purpose of this report is for Council to amend the term of the proposed Lease Agreement for a section of adjoining road reserve between Tenterfield Shire Council and the property owner to comply with the provisions of the Roads Act 1993.

**206/20** **Resolved** that Council approve and endorse the Recommended Action as outlined in the report.

(Greg Sauer/Gary Verri)

**Motion Carried**

**(ITEM COM25/20) MCLEODS CREEK ROAD, SANDY HILL**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) (e) (g) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals; AND information that would, if disclosed, prejudice the maintenance of law; AND advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

**SUMMARY**

The purpose of this report is to advise Council of various road issues at McLeods Creek Road, Sandy Hill where there is no road reserve for an approximate distance of 2.7 km currently maintained by Council; and a further section of track in use which deviates in multiple locations for a distance of approximately 2.1 kms where it adjoins the road reserve to the east of this property. Council approval is sought to commence action to formalise the status of these sections of Road.

**207/20** **Resolved** that Council approve the action required as detailed in this report.

(Bronwyn Petrie/Gary Verri)

**Motion Carried**

Engineering Officer, Jessica Gibbins left the meeting, and the time being 12.58 pm.

**(ITEM ENV20/20) APPLICATION OF NEW DEVELOPMENT ECONOMIC DEVELOPMENT STIMULUS PACKAGE**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (a) of the Local Government Act, 1993, as the matter involves personnel matters concerning particular individuals.

**SUMMARY**

The adoption of Council "New Development Economic Development and Stimulus Package" (adopted 22 July 2020) indicates that Council will provide a 75% discount on Section 64 Water and Sewer contributions in the RU5 zone for development consents issued in the last 5 years where a Subdivision Certificate has not been issued. Staff have now been charged with implementing this policy and wish to provide an update and information on the first request received.

**208/20 Resolved** that Council receive and note the report.

(Michael Petrie/Gary Verri)

**Motion Carried**

*Manager Economic Development & Community Development, Harry Bolton entered the meeting, the time being 1.02 pm.*

**(ITEM ECO14/20) INDUSTRIAL ESTATE - REDUCTION IN SALE PRICE**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(i)) (d(ii)) (d(iii)) 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; AND commercial information of a confidential nature that would, if disclosed (ii) confer a commercial advantage on a competitor of the Council; AND commercial information of a confidential nature that would, if disclosed (iii) reveal a trade secret.

**SUMMARY**

This report outlines the current methodology used to promote the sale of Industrial Land at the Tenterfield Industrial Park and proposed changes to generate further development of the Park.

**209/20 Resolved** that Council:

- (1) Remove all reference to negotiated and reduced price in relation to sale of industrial lots;
- (2) Adopt the proposed pricing structure (approximately 60% reduction) for the Tenterfield Industrial Park and that all LOTS be placed on the open market and be sold without caveats;
- (3) Engage Ray White Rural Real Estate, First National Real Estate, Harold Curry Real Estate and Nutrien Harcourts (Landmark) Real Estate agencies to promote and sell listed Lots of the Industrial Park on behalf of the Tenterfield Shire Council.

(Michael Petrie/Tom Peters)  
**Motion Carried**

**RESUMPTION OF STANDING ORDERS**

**210/20** **Resolved** that Standing Orders be resumed.

(Gary Verri/Bob Rogan)  
**Motion Carried**

*The meeting moved out of Closed Committee and the recording device was turned on, the time being 1.34 pm.*

*In accordance with Section 253 of Local Government Regulations (General) 2005, the Mayor read the resolutions as resolved while in Closed Committee.*

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 1.36 pm.

.....  
Councillor Peter Petty  
Mayor/Chairperson

# MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

## MINUTES OF CONFIDENTIAL EXTRAORDINARY COUNCIL MEETING THURSDAY, 1 OCTOBER 2020

MINUTES OF THE **Confidential Extraordinary Council Meeting** OF TENTERFIELD SHIRE held at the RSL Pavillion, rear of Memorial Hall, Molesworth Street Tenterfield, and via Zoom on Thursday, 1 October 2020 commencing at 9.30am.

### ATTENDANCE

Councillor Peter Petty (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Don Forbes via Zoom  
Councillor John Macnish  
Councillor Tom Peters  
Councillor Bronwyn Petrie via Zoom  
Councillor Michael Petrie  
Councillor Bob Rogan  
Councillor Gary Verri via Zoom

### ALSO IN ATTENDANCE

Chief Executive (Terry Dodds)  
Admin & Web Assistant (Christie Fitzpatrick)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)  
Manager Building & Property (Heidi Ford)

*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.*

**WEBCASTING OF MEETING**

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

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

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

**OPENING AND WELCOME**

**CIVIC PRAYER**

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

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

**ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

**APOLOGIES**

Nil.

**DISCLOSURE & DECLARATIONS OF INTEREST**

Nil.

**CONFIDENTIAL BUSINESS - SUSPENSION OF STANDING ORDERS**

**211/20** Resolved that

- a) Standing Orders be suspended and 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/Michael Petrie)

**Motion Carried**

The recording device was turned off and the meeting moved into Closed Committee, the time being 9.32 am.

**(ITEM COM26/20) MEMORIAL HALL – DROUGHT STIMULUS PACKAGE  
INTERNAL ACOUSTIC, VENTILATION AND INSULATION TREATMENTS -  
TENDER RECOMMENDATION AND PROJECT UPDATE**

That above item be considered in Closed Session to the exclusion of the press and public in accordance with Section 10A(2) (d(i)) (d(ii)) (d(iii)) 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; AND commercial information of a confidential nature that would, if disclosed (ii) confer a commercial advantage on a competitor of the Council; AND commercial information of a confidential nature that would, if disclosed (iii) reveal a trade secret.

**SUMMARY**

The purpose of this report is to provide an update and submit the Memorial Hall Internal Acoustic, Ventilation and Insulation Treatments tender evaluation report for the consideration of Council.

**212/20 Resolved** that Council:

- (1) Accept the tender evaluation report for the Memorial Hall Internal Acoustic, Ventilation and Insulation Treatments project;
- (2) Not accept the submitted tender;
- (3) Proceed with negotiations with the lowest tenderer to align the scope and budget;
- (4) Grant the Chief Executive delegation to sign for agreed negotiated offer, ensuring that the required level of acoustics are met as part of these negotiations;
- (5) Acknowledges that there will be a variation to the September Quarterly Budget Review to address the issues identified.

(Tom Peters/Bob Rogan)

**Motion Carried**

**RESUMPTION OF STANDING ORDERS**

**213/20 Resolved** that Standing Orders be resumed.

(Greg Sauer/Michael Petrie)

**Motion Carried**

*The meeting moved out of Closed Committee and the recording device was turned on, the time being 10.15 am.*

*In accordance with Section 253 of Local Government Regulations (General) 2005, the Mayor read the resolutions as resolved while in Closed Committee.*

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 10.16 am.

.....  
Councillor Peter Petty  
Mayor/Chairperson



# MINUTES



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

## MINUTES OF EXTRAORDINARY COUNCIL MEETING WEDNESDAY, 14 OCTOBER 2020

MINUTES OF THE **Extraordinary Council Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion, Rear of Memorial Hall, Molesworth Street, Tenterfield and via Zoom on Wednesday, 14 October 2020 commencing at 11.00 am

### ATTENDANCE

Councillor Peter Petty (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Don Forbes via Zoom  
Councillor John Macnish  
Councillor Brian Murray  
Councillor Tom Peters  
Councillor Bronwyn Petrie  
Councillor Michael Petrie  
Councillor Bob Rogan  
Councillor Gary Verri via Zoom

### ALSO IN ATTENDANCE

Acting Chief Executive (Kylie Smith)  
Web Assistant & Admin (Christie Fitzpatrick)  
Director Infrastructure (Fiona Keneally)  
Manager Finance & Technology (Paul Della)  
Manager Property & Buildings (Heidi Ford)  
Manager Economic Development & Community Engagement (Harry Bolton)

*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.*

**WEBCASTING OF MEETING**

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

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

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

**OPENING AND WELCOME**

*Noted Councillor Bronwyn Petrie not in attendance.*

**CIVIC PRAYER**

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

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

**ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

**APOLOGIES**

Nil

**DISCLOSURE & DECLARATIONS OF INTEREST**

Nil

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

**(ITEM COM27/20) BUSHFIRE COMMUNITY RECOVERY AND RESILIENCE FUND**

**SUMMARY**

Council has now been invited to submit interest under the Bushfire Community Recovery and Resilience Fund (BCRRF) Phase 2 (Stream 1) for an additional \$250,000.

**214/20 Resolved** that Council:

- (1) Nominate a project or projects for submission to the Bushfire Community Recovery and Resilience Fund; and
- (2) Apply / do not apply for a dispensation from the requirement to administer a Council-led community grants program to target small-scale community

activities given the amount of events previously funded and on hold due to Covid 19 restrictions.

(Brian Murray/Bob Rogan)

**Motion Carried**

*Councillor Bronwyn Petrie entered the meeting, the time being 11.07 am.*

**MOTION TO ACTION – PROJECT FOR SUBMISSION TO THE BUSHFIRE  
COMMUNITY RECOVERY AND RESILIENCE FUND**

**215/20** **Resolved** that Council:

- (1) Allocate:
  - \$220,000 toward the Disaster Evacuation Centre (Memorial Hall) Tenterfield;
  - \$25,000 to the organisers of the Autumn Leaves Festival; and
  - \$5,000 to the Bushfire/Drought Art Prize; and
- (2) Apply for a partial dispensation from the requirement to administer a Council-led community grants program.

(Greg Sauer/Michael Petrie)

**Motion Carried**

*Councillor Gary Verri recorded a vote against the motion.*

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 11.48 am.

.....  
Councillor Peter Petty  
Mayor/Chairperson

|                      |                                                            |
|----------------------|------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>                       |
| <b>Submitted by:</b> | Executive Assistant & Media                                |
| <b>Reference:</b>    | <b>ITEM COM28/20</b>                                       |
| <b>Subject:</b>      | <b>2021 AUSTRALIA DAY AWARDS &amp; AUSTRALIA DAY EVENT</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                                 |                                                                                                                                                    |
|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>                | <b>Community</b> - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated.            |
| <b>CSP Strategy:</b>            | The individual unique qualities and strong sense of local identity of Tenterfield Shires towns and villages is respected, recognised and promoted. |
| <b>Delivery Plan Action:</b>    | Promote the liveability of Tenterfield Shire as a place to live, work and invest.                                                                  |
| <b>Operational Plan Action:</b> | Support marketing activities and events to promote Tenterfield as a place to, play, live and invest.                                               |

#### **SUMMARY**

The purpose of this report is for Council to endorse arrangements for judging of Australia Day Awards as per Council's Australia Day Awards & Citizenship Ceremonies Policy (attached) and outline recommended arrangements for the 2021 Australia Day event.

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

**That Council approves:**

- (1) The calling of nominations for 2021 Australia Day Awards in the following categories:**
  - **Citizen of the Year;**
  - **Young Citizen of the Year;**
  - **Sportsperson of the Year;**
  - **Emergency Services Volunteer of the Year or Group;**
  - **Community Event of the Year.**
- (2) That nominations for the 2021 Australia Day Awards open Thursday, 5 November 2020 and close at COB on Friday, 11 December 2020.**
- (3) That judging by the Australia Day Selection Panel be undertaken in the Council Chamber at 10.00 am on Wednesday, 6 January 2021.**
- (4) Arrangements for the 2021 Australia Day event as outlined in this report in consideration of the current COVID restrictions continuing into 2021.**
- (5) Apply for grant funding through both the \$7.5 million Australia Day 2021 COVIDsafe Events Grants and the \$500,000 Australia Day 2021 Event Branding Grants. Closing date for both grants is Monday, 9 November 2020.**

Our Community No. 28 Cont...

### **BACKGROUND**

From November to December 2020, Council will be calling for nominations for the 2021 Australia Day Awards in the following categories:

- Citizen of the Year
- Young Citizen of the Year
- Sportsperson of the Year
- Emergency Services Volunteer of the Year or Group
- Community Event of the Year

These Awards recognise outstanding contributions to the local community and/or sports during 2020 and are the focal point of the COVIDsafe celebratory event planned for Australia Day, Tuesday, 26 January 2021.

### **REPORT:**

#### **Australia Day Awards**

Nominations for Australia Day 2021 have been open on the Council website since March 2020. Despite articles in "Your Local News", no nominations have been received.

2020 has been a difficult year world wide as people tackled the restrictions of the COVID pandemic. The impact of the restrictions on sporting events and community events will certainly have a follow on in the receipt of nominations for these categories, however members of our community have still been doing great things in spite of, and perhaps because of, the difficulties faced through the continuing drought, bushfire aftermath and COVID.

In order to attract interest, Council will again do a mail out to all community groups and associations as well as a step up in advertising through *Your Local News* and local media outlets.

The current Selection Panel for judging of the Australia Day Awards comprises Mayor Peter Petty, Deputy Mayor Greg Sauer, Councillor Don Forbes and Councillor John Macnish with Councillor Gary Verri as reserve. It is suggested that the Selection Panel meet at 10.00 am on Wednesday, 6 January 2021.

The closing date for nominations will be Friday, 11 December 2020. Copies of all nominations which meet the criteria will be provided to members of the Selection Panel prior to the Christmas closedown period.

#### **Australia Day Event**

Due to the ongoing COVID restrictions and the possibility that these may still be in place in January 2021, the following suggestions are put forward for Tenterfield Shire Council's 2021 Australia Day Event:

- Council host a live-streamed event from the new Council Chamber (via Council's website). This to include presentation of the Australia Day Awards by the Mayor.
- Included in the live-streamed event, we present a short 30 second grab from each of our villages (this will be pre-recorded as it may not be possible to do a live cross on the Day and will allow the village participants to enjoy their input).

Our Community No. 28 Cont...

- The event be screened in Bruxner Park with live entertainment and a breakfast bbq held under COVIDsafe conditions.
- Citizenship Ceremonies are currently being conducted on-line and Council has not received any notification for persons wishing to hold a Citizenship Ceremony on Australia Day. Should this occur, it will be managed within the live-streamed event.
- Council will not be applying for an Ambassador through the Australia Day Ambassador Program but will seek a local personality to provide a brief message during the live screened event.

### **\$7.5 million Australia Day 2021 COVIDsafe Events Grants**

Open to the Australia Day network, local councils and not-for-profit organisations, these grants will provide \$20,000 to help make Australia Day 2021 events COVIDsafe.

The grant will be open to all existing and new Australia Day events. A requirement of the grant includes the conditions that councils who ran an Australia Day event in 2020 financially invest at least the same amount in 2021 and be able to demonstrate how the grant will be used to ensure the event will be COVIDsafe. Councils will be encouraged to display Australia Day-branded *Reflect. Respect. Celebrate.* promotional material and collateral.

### **\$500,000 Australia Day 2021 Event Branding Grants**

To help with the planning of Australia Day 2021, each council will be able to access Australia Day-branded *Reflect. Respect. Celebrate.* artwork, including banners, bunting, posters, tablecloths and napkins.

To assist with the production of these branded materials, councils can apply for a \$1,000 grant to have the items produced locally to support local businesses and jobs. If councils do not have a local provider, they can use the grant to purchase the materials from the Australia Day Council of South Australia.

Council will be applying for grant funding through both of these opportunities following endorsement of the suggested format for Council's Australia Day Celebration. Closing date for both grants is Monday, 9 November 2020.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

- Request for Australia Day 2021 Awards nominations will be circulated throughout the Shire wide community.
- Village communities will be invited to participate in the live screening event should Council endorse this activity.

#### **2. Policy and Regulation**

- Council's Australia Day Awards & Citizenship Ceremonies Policy 1.016

#### **3. Financial (Annual Budget & LTFP)**

Budgeted item with additional grant funding to be sought.

#### **4. Asset Management (AMS)**

Nil.

Our Community No. 28 Cont...

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Ensuring event is COVIDsafe if restrictions still apply. A COVIDsafe plan will be produced for the event.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Terry Dodds**  
**Chief Executive**

|                               |                                                                             |
|-------------------------------|-----------------------------------------------------------------------------|
| Prepared by staff member:     | Noelene Hyde, Executive Assistant & Media                                   |
| Approved/Reviewed by Manager: | Terry Dodds, Chief Executive                                                |
| Department:                   | Office of the Chief Executive                                               |
| Attachments:                  | <b>1</b> Australia Day Awards & Citizenship Ceremonies Policy 1.016 5 Pages |



**AUSTRALIA DAY AWARDS & CITIZENSHIP CEREMONIES**

**Summary:**

The purpose of this policy is to provide clear direction to the giving of Australia Day Awards to nominated members of the Tenterfield Shire Community.

|                                 |                                                                                           |
|---------------------------------|-------------------------------------------------------------------------------------------|
| <b>Policy Number</b>            | 1.016                                                                                     |
| <b>File Number</b>              | N/A                                                                                       |
| <b>Document version</b>         | Version 4.0                                                                               |
| <b>Adoption Date</b>            | 26 February 2020                                                                          |
| <b>Approved By</b>              | Council                                                                                   |
| <b>Minute Number</b>            | 3/20                                                                                      |
| <b>Consultation Period</b>      | N/A                                                                                       |
| <b>Review Due Date</b>          | February 2022 – 2 years                                                                   |
| <b>Department</b>               | Civic Office                                                                              |
| <b>Policy Custodian</b>         | Chief Executive                                                                           |
| <b>Superseded Documents</b>     | Australia Day Awards Protocol 18/15 – 25.2.2015<br>Australia Day Awards 40/18 – 28.3.2018 |
| <b>Related Legislation</b>      | N/A                                                                                       |
| <b>Delegations of Authority</b> | Chief Executive                                                                           |

**1. Overview**

The intention of this policy is clarify arrangements for Tenterfield Shire Council’s Australia Day celebrations, particularly regarding the protocol of the Tenterfield Shire Australia Day Awards.

In addition, the Federal Government (Department of Home Affairs) have issued an Australian Citizenship Code which states: *“Local Government Councils must hold a citizenship ceremony on 26 January as part of their Australia Day celebrations. Councils that conferred citizenship on less than 20 people in the previous year are exempt from this requirement”.*

**2. Policy Principles**

Activities of the Council’s Australia Day celebrations will be inclusive of all residents of the Tenterfield Shire Local Government area. Activities must be secular, non-discriminatory and embrace all members of our community. The Australia Day celebrations will include a non-denominational prayer/blessing by a person of the Mayor’s choosing.



Council will hold a citizenship ceremony where possible on Australia Day, although conferral of citizenship for any 12 month period is generally less than 20 people.

### **3. Policy Objectives**

The giving of annual Australia Day Awards celebrates and acknowledges community, sporting and cultural contributions within Tenterfield Shire.

Holding a citizenship ceremony on Australia Day provides the opportunity for all Australians, by birth or by pledge, to reflect on the common bond of citizenship in our diverse society. It provides an opportunity to celebrate our democratic values, equality and respect for each other, and think about what unites us as Australians.

### **4. Policy Statement**

The following Australia Day Awards will be advertised and awarded at each Australia Day Celebration:

- Citizen of the Year;
- Young Citizen of the Year;
- Sportsperson of the Year (any age);
- Emergency Services Volunteer of the Year or Group, and
- Community Event of the Year.

### **5. Scope**

The following general eligibility criteria will apply for nominations to all Award categories:

- Nominees must be Australian citizens at the time of nomination;
- Nominees may be residents in Tenterfield Shire Local Government Area or non-residents involved with a Tenterfield Shire based organisation, or individual endeavour within Tenterfield Shire, at the time of nomination;
- Unsuccessful nominees may be re-nominated in subsequent years;
- Self-nominations will not be accepted;
- Awards will not be granted retrospectively, and
- Sitting State and Federal politicians and current Vice-Regal Officers are not eligible. Consideration of retired politicians and officers would be for work in addition to their official duties.

#### **Nominations**

Nominations must be completed on the Council Nomination Form which is available from Council's Administration Office or on the Council website. Nominations open at the beginning of March and close mid-December each year. Advertisements calling for nominations will be placed in the local press, on community notice boards, on Council's website and in other Council publications (e.g. Your Local News Newsletter and Tenterfield in Touch Newsletter).

On receipt of the nomination, nominators will be advised by letter that the nomination has been received and that they will be contacted confidentially closer to Australia Day if the person/organisation they have nominated has been selected to receive an Award.

### **Award Criteria**

#### ***Citizen of the Year***

Aims to recognise outstanding achievement during the past year and/or contribution to the local community over a number of years. To be eligible, the person must be 26 years or older on 26 January of the relevant year.

#### ***Young Citizen of the Year***

Aims to recognise outstanding achievement during the past year and/or contribution to the local community over a number of years. To be eligible, the person must be under 26 years of age on 26 January of the relevant year.

#### ***Sportsperson of the Year***

For contribution to sport in the local area. The nominee's approach and efforts to advance in their chosen activity and their performance over the past year are considered.

#### ***Emergency Services Volunteer of the Year or Group***

Aims to recognise outstanding services of volunteers involved in emergency situations. Not necessarily a volunteer for an emergency service organisations such as State Emergency Services or Rural Fire Service. No age criteria applicable.

#### ***Community Event of the Year Award***

Presented to the person/group/organisation who has staged the most outstanding community event during the past year. Community groups who raise funds are eligible.

### **6. Accountability, Roles & Responsibility**

#### **Elected Council**

Council will nominate a Selection Panel comprising:

- the Mayor;
- three (3) Councillors, and
- one (1) Councillor as reserve in the event that a member of the Panel is unavailable on the date selected for judging of the Awards.

The Selection Panel will meet in the first working week of January. Copies of all nominations which meet the criteria will be provided to members of the Selection Panel prior to the Christmas Close-Down period.

In assessing the nominations, the Selection Panel may consider:

- The benefit to the community from the nominee's service or contribution;
- Other outstanding achievements by the nominee;
- Other recognition of the nominee's contribution or work, including publicity;
- Whether the nominee worked as part of a team and their role within the team;
- Whether the nominee has had assistance from Council, Government or other grants;
- Whether the nominee has had to overcome any particular difficulties or disability, and
- Who has benefited most from the work of the nominee.

The selection of recipients will reflect the nominations received and information available to the Selection Panel at the time.

#### **Presentation of Awards**

The Awards will be presented on Australia Day, 26 January, each year at the Tenterfield Shire Council Australia Day Ceremony.

Invitations will be forwarded to the recipients of all categories for the previous year.

Invitations will be issued to all nominees and nominators prior to Australia Day. At the Awards Ceremony, the recipient of each category will then be announced.

Awards for each category will be as follows:

- **Citizen of the Year** – Framed Official Australia Day Certificate and Citizen of the Year Lapel Pin;
- **Young Citizen of the Year** - Framed Official Australia Day Certificate and Young Citizen of the Year Lapel Pin;
- **Sportsperson of the Year** – Engraved Medallion with Presentation Case and Australia Day Lapel Pin;
- **Emergency Services Volunteer of the Year** – Framed Official Australia Day Certificate and Australia Day Lapel Pin;
- **Community Event of the Year** – Framed Official Australia Day Certificate.

#### **Withdrawal of Award**

Tenterfield Shire Council reserves the right to withdraw an Award if further information or the recipient's conduct draws the Citizen of the Year or Young Citizen of the Year Awards into disrepute.

### **7. Australian Citizenship Ceremony**

Ceremonies to be conducted as per the Australian Government Australian Citizenship Ceremonies Code 2019 which follows the *Australian Citizenship Act 2007* and *Australian Citizenship Regulation 2016*.

Tenterfield Shire Local Government area generally does not have more than 20 conferrals of Australian Citizenship in any 12 month period. Therefore, in addition to the required ceremony on Australia Day – 26 January, a citizenship ceremony should be conducted on Australian Citizenship Day – 17 September, if there are any candidates.

Other citizenship ceremonies will be held in Tenterfield Shire Local Government area as follows:

- 10.00 am at an Ordinary Council Meeting (preferred)
- Private ceremonies where the requirement for Australian Citizenship is urgent.

#### **Legal Requirement**

There are 3 legal requirements under the Citizenship Act that must be strictly adhered to when conducting citizenship ceremonies:

- An Authorised presiding officer (Mayor and Chief Executive) – this role cannot be delegated.
- Reading the preamble
- The Pledge of Commitment

**Dress Code**

Conferees to be instructed to adhere to Council’s dress code as required by the Australian Government (Department of Home Affairs):

- Smart casual;
- National/cultural dress welcomed.

**8. Definitions**

Nil.

**9. Related Documents, Standards & Guidelines**

Nil.

**10. Version Control & Change History**

| <b>Version</b> | <b>Date</b> | <b>Modified by</b> | <b>Details</b>                              |
|----------------|-------------|--------------------|---------------------------------------------|
| V1.0           | 25/02/15    | Council            | Adoption of Original Policy (Res No. 18/15) |
| V2.0           | 22/12/16    | Council            | Revised Policy Adopted (Res No. 320/16)     |
| V3.0           | 28/03/18    | Council            | Revised Policy Adopted (Res No. 40/18)      |
| V4.0           | 26/02/20    | Council            | Revised Policy Adopted (Res No. 3/20)       |
|                |             |                    |                                             |
|                |             |                    |                                             |

|                      |                                                       |
|----------------------|-------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>          |
| <b>Submitted by:</b> | Corporate Administration Officer                      |
| <b>Reference:</b>    | <b>ITEM COM29/20</b>                                  |
| <b>Subject:</b>      | <b>EXPRESSION OF INTEREST TO REMOVE THE BAND HALL</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                         |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated. |
| <b>CSP Strategy:</b>        | Buildings are well designed, safe and accessible and the new is balanced with the old.                                                  |
| <b>CSP Delivery Program</b> | Ensure that Council buildings and facilities meet the needs of users.                                                                   |

#### **SUMMARY**

The purpose of this report is to provide Council with the two (2) expression of interest (EOI) received to acquire and remove the Band Hall in accordance with the Council Resolution. The EOI were advertised for two (2) weeks and we are now seeking Councils clarification on how to proceed.

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

##### **That Council:**

- (1) Acknowledge the receipt of two (2) Expressions of Interest;**
- (2) Not accept either Expression of Interests;**
- (3) Proactively lobby for funding to undertake upgrades to the Band Hall.**

#### **BACKGROUND**

The Band Hall was originally constructed for use by the town's brass band. Since the demise of the band, it was regularly used as a highland band practice and storage building, and is currently being used by the Tenterfield Gem Club and Tenterfield Car Club. The building is a simple timber and iron gable roofed vernacular hall building with vertically proportioned openings. The front gable has a traditional barge roll and timber fascia. A small skillion roof covers the entry porch.

Currently the Band Hall is in need of major repairs and needs to be tested for suspected Asbestos as identified in Council's Building Maintenance Register. Rough estimates indicate that these repairs may cost in excess of \$200,000 to complete the works required, (this figure is an estimate only and no quotations have been sought for the repairs identified).

At its Ordinary August Council Meeting a Notice of Motion was presented from Councillor Gary Verri and seconded by Councillor Greg Sauer, to see if there is any interest in the community to remove the Band Hall.

Our Community No. 29 Cont...

**REPORT:**

Council resolved to seek expressions of interest for the removal of the Band Hall from its current location in Crown Street, Tenterfield. An advertisement was circulated in the Tenterfield Star, Council's Website, Tenterfield in Touch and also Your Local News seeking persons to lodge an expression of interest with Council for the removal of the building. The EOI requested the new proposed location and use, and requirements of this project, in accordance with the Tenterfield Local Environmental Plan 2013 (LEP). All expressions of interest were to be received no later than the close of business Tuesday, 6 October 2020.

Within the advertisement Council advised that the Band Hall is listed in Schedule 5 of the Tenterfield Local Environment Plan 2013 (LEP) as an item of Environmental Heritage – Item I023. As such removal of the Band Hall is subject to the lodgment of a Development Application (DA) with consideration by the applicant of the provisions contained in Clause 5.10 Heritage Conservation of the LEP. As a minimum the DA must be accompanied by a heritage management document assessing the impacts that removal of the building will have on the heritage significance of the heritage item. Lodgment of the DA and accompanying heritage management document is the responsibility of the person/s seeking to remove the Band Hall building. Council predicts the lodgment of the DA with Council to cost an estimate of \$500.00 And the heritage impact assessment report to be around \$5,000.00.

Council has received two (2) expressions of interest from members of the community wanting to obtain the building and relocate within the shire on their privately owned land.

The first expression of interest (Confidential Attachment 1) would like to relocate the building 2km west of town and be positioned to have unrestricted view of the Tenterfield CBD with the idea being to hold functions such as Oracles of the Bush, German Beerfest etc. as well as private functions like weddings.

They propose to dismantle the hall and rebuild it in the new location allowing to update the hall with insulation, wiring, plumbing and to make a few changes such as relocating the add-on toilets and back room to the western side of the building. The asbestos sheeting would not be able to be removed due to the extensive cost to do so, and would need to discuss prior to any further planning could take place.

The second expression of interest (Confidential Attachment 2) would like to relocate the building to a property in town and repurpose as accommodation. They have recently completed a house removal project and are aware of the processes involved and understand the requirements that would need to be met for the removal of the building in accordance with Tenterfield Environmental Plan 2013.

Both Applications require more investigation and negotiation with the applicants to determine the full extent of their proposals. It is suggested it would be beneficial if Council could identify a preference based on information that has been provided to date to commence these negotiations.

Ongoing plans need to be developed to undertake the works required to improve the building, and the list is extensive which Council will need to fund from operational expenditure or grant funds. (Confidential Attachment 3).

Our Community No. 29 Cont...

As the building continues to deteriorate the timeline for prohibiting occupancy of the building without intervention is fast approaching and will necessitate the cancellation of the existing lease arrangements. It should also be noted that that any upgrade works will also require Council to consider the intended future use for the building given the investment.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

Community members were invited to submit an expression of interest for the acquisition and removal of the Tenterfield Band Hall. The advertisement was published in the Tenterfield Star, Your Local News, Tenterfield in Touch and on Councils Website, for a period of two (2) weeks.

Concerned Community members have contacted Council to notify Council that they are not happy with the removal of the building and would like to see it retained in its original position. It is expected Council will receive objections from members of the Community once a Development Application is lodged.

#### **2. Policy and Regulation**

- Tenterfield Local Environmental Plan (LEP) - 2013

#### **3. Financial (Annual Budget & LTFP)**

Lodgment of the DA and accompanying Heritage management documents is the responsibility of the person/s seeking to remove the Band Hall building. All costs associated with the removal would be at the cost of the individual. Council would not outlay any funds except to remediate that land once the building has been removed.

#### **4. Asset Management (AMS)**

Should the building be removed from Council managed land and located on private property it would no longer be a Council asset and need to be removed from the Asset Management Plans.

Should Council retain the building, the Band Hall would remain on Councils Asset Management Plans.

#### **5. Workforce (WMS)**

N/A

#### **6. Legal and Risk Management**

Council has concerns whether a favorable Heritage Assessment Report will be provided, and the risk of negative flow on affects.

#### **7. Performance Measures**

The Heritage Assessment Report will be the performance measure.

#### **8. Project Management**

Due to the lack of information provided in the EOI, concerns are raised about the viability of the relocation being successful, and the risk of not achieving a successful project outcome.

Our Community No. 29 Cont...

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Jodie Condrick; Heidi K Ford  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer  
Attachments:

|          |                                                                                   |        |
|----------|-----------------------------------------------------------------------------------|--------|
| <b>1</b> | Attachment 1 (Confidential Attachment Booklet) Expression of Interest - 1         | 1 Page |
| <b>2</b> | Attachment 2 (Confidential Attachment Booklet) Expression of Interest - 2         | 1 Page |
| <b>3</b> | Attachment 3 (Confidential Attachment Booklet) Band Hall - List of Required Works | 1 Page |



|                      |                                                        |
|----------------------|--------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>           |
| <b>Submitted by:</b> | Manager Planning & Development Services                |
| <b>Reference:</b>    | <b>ITEM COM30/20</b>                                   |
| <b>Subject:</b>      | <b>LOCAL HERITAGE PLACES FUND 2020/21 APPLICATIONS</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                         |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Community</b> - COMM 4 - The community is welcoming, friendly, and inclusive where diverse backgrounds are respected and celebrated. |
| <b>CSP Strategy:</b>        | Cultural heritage is recognised, protected and respected.                                                                               |
| <b>CSP Delivery Program</b> | Provide advice, planning and inspection that preserve and promotes the Shire's heritage.                                                |

#### **SUMMARY**

The purpose of this report is to provide a summary and recommendations on community applications made under the Local Heritage Places Fund for 2020/21 for maintenance and conservation works of heritage items, within heritage conservation areas and with the support of Council's Heritage Advisor and Heritage Committee.

A total of fourteen (14) applications were received.

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

##### **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 projects.**

#### **BACKGROUND**

Each year, Council allocates funding to contribute to the Small Heritage Grants Program, which is co-funded by the Office of Environment & Heritage (\$5,500 contributions). A total of \$25,500.00 is made available for works which contribute to the maintenance and conservation of heritage within the Tenterfield Shire.

This year an amount of \$14,127.00 has been carried forward from the 19/20 fund, given a number of projects were unable to be completed due to impacts of bushfire and COVID 19.

#### **REPORT:**

Applications are presented after consideration by Council's Manager, Planning & Development Services, Heritage Advisor and review by Council's Heritage Specific Purpose Committee. The attachment identifies the applications made, works proposed and recommendations for funding. As in previous funding years, Council can offer up to 50% of the estimated cost of works, with the remaining 50% provided by the owner.

Offers of funding will be forwarded to applicants upon Council's resolution. Should any applicants decide not to accept the funding, or any projects not be completed by the

Our Community No. 30 Cont...

April 2021 deadline, it is recommended that any surplus funding be evenly distributed amongst completed projects at that time. This is consistent with Council's practice with prior funds.

A total of fourteen (14) applications for the 2020-21 financial year have been received for works in the local government area. There is a broad range of works and projects proposed and it is recommended that eligible projects be supported and offered funding.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

Funding availability and call for applications was advertised during August-September 2020 and on Council's website and in 'Your Local News.'

#### **2. Policy and Regulation**

- Continue to operate a Local Heritage Fund to provide assistance to owners of heritage assets.
- Allocate Council funds to run the programme and optimise grant funding opportunities.
- Consider how the grant programme might be supplemented through corporate sponsorship to meet potential increased future demand from additional heritage listings.
- Endorsement of the recommended funding allocation is in line with Council's Heritage Strategy and supports the aims and actions contained within the Strategy.

#### **3. Financial (Annual Budget & LTFP)**

Council has a total of \$39,627.00 to the Small Heritage Grants Program. Upon completion of the project, Council will claim an amount of \$5,500.00 from the NSW Office of Environment & Heritage under the 2019-21 Small Heritage Grants Program.

#### **4. Asset Management (AMS)**

No implications

#### **5. Workforce (WMS)**

No implications

#### **6. Legal and Risk Management**

No implications.

#### **7. Performance Measures**

No implications.

#### **8. Project Management**

No implications.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member:

Tamai Davidson

Our Community No. 30 Cont...

Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer  
Attachments: **1** Attachment 1 (Attachment Booklet 1) Final Tenterfield Local Heritage Places Fund 2020-21 Project Applications 19 Pages

|                      |                                                                                                                                        |
|----------------------|----------------------------------------------------------------------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                                                                                           |
| <b>Submitted by:</b> | Manager Planning & Development Services                                                                                                |
| <b>Reference:</b>    | <b>ITEM ENV21/20</b>                                                                                                                   |
| <b>Subject:</b>      | <b>DEVELOPMENT APPLICATION 2019.078 - BED &amp; BREAKFAST &amp; PART-TIME FUNCTION CENTRE - 2 YEARS, 141 MILES STREET, TENTERFIELD</b> |

|                                                               |                                                                                                                                   |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK</b> |                                                                                                                                   |
| <b>CSP Goal:</b>                                              | <b>Environment</b> - ENVO 9 - Our natural environment will be protected, enhanced and promoted for future generations.            |
| <b>CSP Strategy:</b>                                          | Land use planning provisions support and promote sustainable land use and management in the Shire.                                |
| <b>CSP Delivery Program</b>                                   | Provision of advice and guidance on legislative compliance for the construction of dwellings and commercial/industrial buildings. |

### SUMMARY

The application seeks Council consent for the use of the existing dwelling as a Bed & Breakfast and part-time temporary use of the land for functions including weddings, open gardens and gatherings for up to ten (10) times per year.

The application was notified to adjoining owners and submissions by way of objection were received raising concerns in relation to the function centre component of the application including noise associated with functions, patrons' vehicles arriving and leaving, car parking in the street.

The application is presented to Council in accordance with part 3 of Council's Policy "Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates", whereby three (3) or more submissions are received objecting to the development. Taking in to consideration the concerns raised and the small number of events proposed per year, it is considered that a time limited consent can be issued for the function centre component of the DA and be reviewed in consultation with neighbours at the end of this period.

The application is recommended for approval subject to conditions.

### OFFICER'S RECOMMENDATION:

**That Council approve Development Application 2019.078 for the Bed & Breakfast and part-time Function Centre (2 years) subject to the Conditions contained in the Draft Development Consent at Attachment 2 (Attachment Booklet 1).**

### BACKGROUND

Development Application 2019.078 for use of the existing dwelling as a Bed & Breakfast and Function Centre was lodged with Council for assessment and was subsequently notified to adjoining and adjacent land owners for a period of fourteen (14) days. At the close of the consultation period, a total of four (4) submissions were received by way of objection.



Our Environment No. 21 Cont...

10am – 9pm – Functions  
8am – 4pm – Open Gardens

Ten (10) events per year.  
Fifty (50) person maximum.

The Bed and Breakfast component will operate as needed and is considered to be satisfactory in terms of environmental impacts in the locality.

Pursuant to the provisions of Section 4.15 of the *Environmental Planning & Assessment Act, 1979*, in determining a Development Application, Council must take into consideration such of the following matters as are of relevance to the development the subject of the Development Application. The application has been assessed under Section 4.15 of the EP & A Act, 1979, including consideration of the following matters:

**(a) the provisions of:**

**(i) any environmental planning instrument**

***Tenterfield Local Environmental Plan 2013 (LEP)***

The subject site is known as Lot 1 DP 580114, 141 Miles Street, Tenterfield and is subject to the provisions of *Tenterfield Local Environmental Plan 2013*. The land lies within the RU5 Village zone, where the proposed development of a Bed & Breakfast and Function Centre is permitted with consent in the zone. Tenterfield LEP defines the use as;

***bed and breakfast accommodation*** means an existing dwelling in which temporary or short-term accommodation is provided on a commercial basis by the permanent residents of the dwelling and where—

- (a) meals are provided for guests only, and
- (b) cooking facilities for the preparation of meals are not provided within guests' rooms, and
- (c) dormitory-style accommodation is not provided.

***function centre*** means a building or place used for the holding of events, functions, conferences and the like, and includes convention centres, exhibition centres and reception centres, but does not include an entertainment facility.

The site is subject to the RU5 Village zoning table provisions, which state;

**Zone RU5 Village**

**1 Objectives of zone**

- To provide for a range of land uses, services and facilities that are associated with a rural village.
- To enable development of a scale that is compatible with the general residential character of village areas and that will not prejudice the viability of established shopping and commercial centres.

**2 Permitted without consent**

*Building identification signs; Environmental protection works; Home occupations; Roads; Water reticulation systems*

Our Environment No. 21 Cont...

### **3 Permitted with consent**

*Centre-based child care facilities; Community facilities; Dwelling houses; Liquid fuel depots; Neighbourhood shops; Oyster aquaculture; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Respite day care centres; Schools; Tank-based aquaculture; Any other development not specified in item 2 or 4*

### **4 Prohibited**

*Agriculture; Air transport facilities; Airstrips; Cellar door premises; Correctional centres; Crematoria; Eco-tourist facilities; Farm buildings; Farm stay accommodation; Forestry; Heavy industrial storage establishments; Heavy industries; Pond-based aquaculture; Resource recovery facilities; Roadside stalls; Rural workers' dwellings; Waste disposal facilities; Wharf or boating facilities*

The proposed development is permitted with consent. The proposed development is consistent with the objectives of the RU5 Village zone in the provision of tourist accommodation and function space associated with the functioning of the village of Tenterfield.

The development is of such a scale that is compatible with the general residential character of the Tenterfield village area and the general locality within which it is proposed, subject to the restricted hours, numbers and temporary consent provisions.

#### **(iii) any development control plan,**

*Tenterfield Development Control Plan 2014 (DCP) applies to the subject land and development proposal, with the following sections of relevance;*

#### **Chapter 6 – Access and Parking**

This chapter provides a guide to requirements for parking and access associated with developments. In the case of a change of use of an existing building, Council will apply the provisions of the DCP if it is considered the proposed new use will produce a substantially different parking requirement than those attributable to the existing use. In this regard the B & B component of the proposal will not trigger any substantial difference and on-site parking can be catered for in front of the dwelling.

However, the proposal does not allow for on-site car parking for patrons vehicles, which is generally the requirement for this type of development. In this instance, the DCP provisions allow for Council to require a contribution to public parking in lieu, however, given the proposal to issue a temporary consent, the fact that there is ample on street parking which is not taken up by any other uses, it is considered that on street parking can be permitted for the temporary life and reviewed at the end of the consent period.

In addition, the applicant submitted information which indicated they had contacted neighbouring properties at the following locations seeking their willingness to allow for 'priority parking' in front of their residences;

63 Wood Street  
134, 138, 143 and 145 Miles Street.

Our Environment No. 21 Cont...

Owners of these properties have raised no objection to patrons vehicles parking in front of these residences. Whilst this is not a legal requirement or enforceable under the consent it does indicate an acceptance by these properties for vehicle parking to be undertaken in these locations (refer Figure 2). Regardless, provided vehicles are parked legally, there is no mechanism to prevent vehicle parking.

***Figure 2 – Properties participating in 'preferred parking plan of management'***



It is anticipated that a maximum of twenty five (25) vehicles would be generated if the venue was at maximum capacity. There is adequate nearby and adjacent parking available to cater for this number and Miles Street is bitumen sealed and adequate width available.

**(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),**

Consistent with the regulations.

**(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,**

**Context and Settings**

The site contains an existing residential dwelling and extensive gardens, including a steel arbour in the form of a chapel – designed for vines to trellis over. The site and surrounds is principally residential in nature. Typically a function centre of a larger scale would not be considered compatible with the principally residential functioning in this locality. However, the scale and frequency of events and their associated impacts are not considered to be of significant environmental impact to warrant an outright refusal of the proposal. If, at the end of the two (2) year consent period, issues are identified as to unacceptable impacts on residential amenity, the consent for the function centre component will lapse. A two (2) year temporary consent effectively



Our Environment No. 21 Cont...

allows for a trial of the development to determine if it can operate under the proposed measures put forward by the applicant.

**(c) the suitability of the site for the development**

The site adjoins and is adjacent to existing residential development, the site is considered suitable for the proposal on the basis of the limited operation and temporary consent provisions.

**(d) any submissions made in accordance with this Act or the regulations,**

The application was notified to adjoining and adjacent owners for comment, after which time, four (4) submissions were received, the issues raised are summarized below;

- Noise created by carrying out of functions impacting on residential area from patrons, music, parking
- Vehicle and parking congestions
- Disturbance to neighbouring pets/dogs barking at function centre patrons
- Devaluation of property
- Restriction on outdoor lifestyle – privacy impacts on residential amenity
- Concerns in relation to vegetation/trees planted along boundaries – falling leaves, fire hazard.

The concerns raised relating to the potential for noise associated with the function centre component do have merit in a residential locality and the applicant was requested to provide a response to the matters raised in the submissions which is provided below;

**Comments**

**Miles Street over-designed for parking**

Existing street parking in Miles Street is over-designed for demand in the locality. The street frontages to housing lots in this section of Miles Street are very wide compared to most other parts of the town. An average of >4 spaces per frontage is available between Wood Street and Welburn Lane (26 spaces). See Figure 1 below.

The verges are sealed, designed for car parking and preventing the generation of dust. Moreover, if not designed for car parking, it is hard to imagine why the verges are sealed in this way and tree planting has been relegated to footpath zones.

The photograph below (Figure 2) was taken on the week-end of the Peter Allen Festival, a period when one might expect high levels of visitation. The only car visible in this section of Miles Street is the author's while visiting Kim Thompson.

Our Environment No. 21 Cont...



FIGURE 1 - PUBLIC PARKING SPACES AVAILABLE ADJACENT IN MILES STREET



FIGURE 2 - LOW DEMAND IN MILES STREET FOR EXISTING PUBLIC PARKING

**Noise compatibility with cars**

Noise from the opening of car doors and starting of engines is benign.

The Department of Environment, Climate Change and Water NSW - NSW Road Noise Policy (20011) notes that standard ambient noise levels for local roads are [dB(A)]: 55.

Vehicle Standard (Australian Design Rule 83/00 - External Noise) 2005, requires noise levels, measured at the source, as follows for passenger vehicles:

6.2.2.1.1.

Vehicle categories: Vehicles used for the carriage of passengers and capable of having no more than nine seats, including the driver's seat Limit values [dB(A)]: 74

By comparison, lawn mowers generate [dB(A)]: 90. Unlike lawn mowers, the starting of engines is not prolonged and is arguably more remote from dwellings if located on the street. It can be argued that noise from cars is within normal ranges for residential areas.

## Our Environment No. 21 Cont...

## 2.0 Perceived Impacts

- *Increased noise levels impacting on sleep from patrons, cars, music.*
- *Possible negative interaction when normal yard duties are carried out on the weekend (eg. Mowing etc).*
- *Potential property values negatively impacted.*
- *Precedent for other events to occur if approved.*
- *Impact on residential privacy.*
- *Impact on residents outdoor lifestyle and recreation activities especially on weekends.*

### Comments

#### Noise compatibility generally

Noise levels for normal conversation, measured at the source, are [dB(A)]: 60.

Noise impacts from gatherings would be no greater than open garden events already successfully held on the property and no different to family gatherings or barbecues held frequently in any neighbourhood.

#### Compatibility generally

"Possible negative interaction when normal yard duties are carried out on the week-end (eg. mowing etc)" This comment presumably anticipates antagonism from the proponent if yard duties are noisy during events. The proponent is willing to give assurances that this will not occur under reasonable circumstances.

We know of no precedent for property values being negatively impacted by weddings. Moreover, such events are normally a welcome injection of positive energy inciting neighbourhood curiosity and feelings of optimism and wellbeing.

Impacts on privacy and lifestyle are hard to imagine beyond those addressed above.

## 3.0 Other Matters

- *How tall will the pine trees be allowed to grow along fence line*
- *Concern over leaves/branches falling in to adjoining properties.*
- *It is suggested that there will be 10 events per year up to 25 vehicles per event, however on site parking for up to 8 vehicles. This would mean at least 17 other vehicles parked on the surrounding street, likely to be Wellburn Lane or Miles Street. As the function area and gardens are located on Wellburn Lane, this traffic will have a significant impact to the operation of Wellburn Lane.*

### Comments

#### Trees on boundaries

It is presumed that this concern was raised by No 53 Wood Street, where boundary planting might overshadow to the south. The species here is Juniperus Chinensis Spartan, which grows to 4m over 10 to 20 years and was chosen in consultation with the previous owner in order to limit over-shadowing in the future. Limb-drop is also unlikely due to limited height.

It is not intended to use Welburn Lane at all for events. All access would be from Miles Street.

Our Environment No. 21 Cont...

## 4.0 Plan of Management

### Car Parking and noise

Neighbours in No 63 Wood Street (opposite) and 134, 138, 143 and 145 Miles Street have expressed a willingness to designate parking in front of their respective properties as 'priority parking' for events (See Figure 3 below). Including the proponent's property at 141 Miles Street, this would account for 20 of the anticipated visitor vehicles and would minimise parking in front of other neighbours.

Notices sent with all wedding invitations would include a locality map with preferred parking annotated. Little lollypop signs on wire legs in the footpath zones outside these properties will guide visitors accordingly.

The notice would also include a statement reminding visitors that part of the charm of the venue is its location in a quiet and friendly neighbourhood and would seek their co-operation in minimising noise.



FIGURE 3 - PROPERTIES PARTICIPATING IN 'PREFERRED PARKING' PLAN OF MANAGEMENT

Given the limit of ten (10) events per year, the capping to numbers at fifty (50) and a time limited consent open for review at the end of the two (2) year period it is considered that Council can be satisfied that the development will not have any detrimental impact on the ongoing livability of the existing residential neighborhood.

### COUNCIL IMPLICATIONS:

#### 1. Community Engagement / Communication (per engagement strategy)

The application was notified to adjoining and adjacent residents in accordance with the provisions of *Tenterfield Development Control Plan 2014*, with submissions considered above.

#### 2. Policy and Regulation

- Policy 'Limit of Delegated Authority in Dealing with Development Applications and Complying Development Certificates'

Our Environment No. 21 Cont...

- Where three (3) or more submissions are received objecting to the development – the DA is reported to Council for consideration and determination.

**3. Financial (Annual Budget & LTFP)**

No implications.

**4. Asset Management (AMS)**

No implications.

**5. Workforce (WMS)**

No implications.

**6. Legal and Risk Management**

No implications.

**7. Performance Measures**

No implications.

**8. Project Management**

No implications.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |                                                                                   |
|-------------------------------|-----------------------------------------------------------------------------------|
| Prepared by staff member:     | Tamai Davidson                                                                    |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                              |
| Department:                   | Office of the Chief Corporate Officer                                             |
| Attachments:                  | <b>1</b> Attachment 2 (Attachment Booklet 1) - Draft Development Consent 10 Pages |

|                      |                               |
|----------------------|-------------------------------|
| <b>Department:</b>   | <b>Engineering Department</b> |
| <b>Submitted by:</b> | Technical Projects Engineer   |
| <b>Reference:</b>    | <b>ITEM ENV22/20</b>          |
| <b>Subject:</b>      | <b>APEX PARK BORE</b>         |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                             |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Environment</b> - ENVO 11 - Secure, sustainable and environmentally sound infrastructure and services underpin Council service delivery. |
| <b>CSP Strategy:</b>        | Water is used carefully in Council's buildings, parks, sporting grounds and daily operations.                                               |
| <b>CSP Delivery Program</b> | Ensure effective and efficient delivery of water services in accordance with existing service levels.                                       |

#### **SUMMARY**

The purpose of this report is to provide Council with information to make an informed decision on the operation of Apex Park Bore as a stock water bore into the future.

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

##### **That Council:**

- (1) Consider turning on Apex Park Bore for stock use from level 2 water restrictions, with activation at level 3 water restrictions and implement a payment (dispenser) system;**
- (2) Consider turning on Apex Park Bore for stock use from level 2 water restrictions, with activation at level 3 water restrictions and approve the water free of charge;**
- (3) Turn the Apex Park Bore on outside of drought conditions and implement a payment (dispenser) system;**
- (4) Update Council's 2020/2021 Fees & Charges to include a water charge for Apex Park Bore at \$3.25/KL.**

#### **BACKGROUND**

Apex Park Bore was drilled as part of the drought relief program in 1994/1995. The test results of the bore indicated that it was a low yielding bore and the water quality was not suited for human consumption. However, the bore water quality was fit for livestock and suitable for vegetation. Additionally, the bore is licensed to access 15ML/year.

During the 2018 drought, the decision was made to allow free access to the Bore for use for stock within the town boundaries (September 2019).

This decision was made to allow people with stock in town to continue to water their stock, when restrictions got to a level that use of town water for this purpose was not permitted.

Council made the decision in August 2020 to turn off the Apex Park Bore. During the period of operation, 3.2ML of water was used, which is 21% of the allocation.

Our Environment No. 22 Cont...

**REPORT:**

The use of Apex Park Bore is intended as a supplement to support the community in keeping stock within the Shire supplied with water during times of severe drought. This is particularly important during droughts like the 2018 drought, in that the drought was far reaching, and water from most supplies was limited or non-existent across the region. This was felt keenly by the community when water restrictions prohibited use of town water for stock purposes. As the drought was far reaching, the decision was made to provide the water to the community for free.

During times of drought, more people are drawing water from the water table, which depletes this resource. During times of non-drought, the water table needs to be allowed time to recover and recharge, to ensure that water is available during times of drought. If we continue to draw water from Apex Park Bore during times of non-drought, we are impacting on the water table's ability to recharge and potentially impact access during times of drought.

It is proposed to introduce a fee for the Apex Park Bore water usage to cover costs of the dispenser, DPIE license fee and usage fee (Water NSW)). Calculations based on the 15ML/year allocation indicates that the fee for the water should be approximately half the potable water usage charge – for 2020/2021 this charge would be \$3.25/KL.

**COUNCIL IMPLICATIONS:****1. Community Engagement / Communication (per engagement strategy)**

The community were notified when Apex Park Bore was turned off. No further engagement has been undertaken to date. The community will be made aware of the decision in relation to Apex Park Bore and the reasons behind the decision.

**2. Policy and Regulation**

Nil.

**3. Financial (Annual Budget & LTFP)**

A dispenser will cost approximately \$45,000 which has not been budgeted in the current financial year. This will be the most cost effective method to manage payments and monitoring of the Bore.

A new water charge for non-potable water will also need to be added to Council's Fees and Charges. The proposed cost is half of the potable water charge.

**4. Asset Management (AMS)**

The dispenser will become a part of asset management to ensure the continuing operations and regular software/hardware upgrades when necessary.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

Our Environment No. 22 Cont...

**8. Project Management**

Nil.

**Fiona Keneally**  
**Director Infrastructure**

Prepared by staff member: Melissa Blum; Gillian Marchant  
Approved/Reviewed by Manager: Fiona Keneally, Director Infrastructure  
Department: Engineering Department  
Attachments: There are no attachments for this report.



|                      |                                                    |
|----------------------|----------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>               |
| <b>Submitted by:</b> | Executive Assistant & Media                        |
| <b>Reference:</b>    | <b>ITEM GOV76/20</b>                               |
| <b>Subject:</b>      | <b>MONTHLY OPERATIONAL REPORT - SEPTEMBER 2020</b> |

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                  |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities. |
| <b>CSP Strategy:</b>        | Council's decision making processes are open, accountable and based on sound integrated planning.                                                                |
| <b>CSP Delivery Program</b> | Promote and support community involvement in Council decision making process.                                                                                    |

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**SUMMARY**

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2020/2021 Operational Plan.

**OFFICER'S RECOMMENDATION:**

**That Council receives and notes the status of the Monthly Operational Report for September 2020.**

**Terry Dodds**  
**Chief Executive**

Prepared by staff member: Noelene Hyde, Executive Assistant & Media

Approved/Reviewed by Manager: Terry Dodds, Chief Executive

Department: Office of the Chief Executive

Attachments: **1** Attachment 3 (Attachment Booklet 88  
 1) - Monthly Operational Report - Pages  
 September 2020

|                      |                                                                         |
|----------------------|-------------------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                            |
| <b>Submitted by:</b> | Manager Customer Service, Governance & Records                          |
| <b>Reference:</b>    | <b>ITEM GOV77/20</b>                                                    |
| <b>Subject:</b>      | <b>GOVERNANCE - FRAUD AND CORRUPTION PREVENTION POLICY - NEW POLICY</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                                 |                                                                                                                                                                    |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>                | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>            | Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.                |
| <b>Delivery Plan Action:</b>    | Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.        |
| <b>Operational Plan Action:</b> | Governance policies prepared and existing policies reviewed regularly and access to Council's policies provided.                                                   |

#### **SUMMARY**

The purpose of this report is to present to Council a new Fraud and Corruption Prevention Policy for adoption.

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

- (1) That Council adopt the Draft Fraud and Corruption Prevention Policy; and**
- (2) Place the Draft on public exhibition from 28 October 2020 to 11 November 2020; and**
- (3) If no comments are received through the public exhibition period, adopt the attached draft Policy.**

#### **BACKGROUND**

Council policies are instruments that communicate decisions and directions for pursuing Council's specific goals. Regular reviews of Council policies are required, to maintain currency of these decisions and directions, and to ensure policies are delivering the outcomes desired from such policies.

#### **REPORT:**

Council has developed a Fraud and Corruption Prevention Policy as was envisaged when Council adopted the Employee Relations Policy on 22 May 2019 (Resolution No. 92/19) and in doing so, removed the then existing Council's Fraud and Corruption Prevention Policy. Time constraints have hampered the review of the changes necessary, given the number of disasters and other events that Council has been dealing with.

This policy is considered good practice to meet the legislated requirements of the *NSW Local Government Act 1993*, *NSW Public Interest Disclosures Act 1994* (amongst others)

Our Governance No. 77 Cont...

as well as recommendations of the Audit Office of NSW report "Fraud Controls in Local Government" issued on 22 June 2018.

The policy will be on public exhibition from 28 October 2020 until 11 November 2020. The recommendation to adopt, pending this period, is to have the policy in effect from 11 November 2020 if no community comments are received. If community comments are received, the policy and comments will be brought back to Council for consideration and re-adoption in November 2020.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

The policy will be on public exhibition for 14 days, from 28 October 2020 to 11 November 2020.

#### **2. Policy and Regulation**

- NSW Local Government Act 1993
- NSW Local Government (General) Regulation 2005
- NSW Independent Commission Against Corruption Act 1988
- NSW Public Interest Disclosures Act 1994
- NSW Local Government Code of Conduct
- NSW Crimes Act 1900
- NSW Public Finance and Audit Act 1983
- Australian Standard: AS 8001-2003/AMDT 1-2-004 Corporate Governance - Fraud and Corruption Control.

#### **3. Financial (Annual Budget & LTFP)**

Nil.

#### **4. Asset Management (AMS)**

Nil.

#### **5. Workforce (WMS)**

Nil.

#### **6. Legal and Risk Management**

Nil.

#### **7. Performance Measures**

Nil.

#### **8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member: Erika Bursford  
Approved/Reviewed by Manager: Kylie Smith, Chief Corporate Officer  
Department: Office of the Chief Corporate Officer

Our Governance No. 77 Cont...

Attachments:

- 1** Attachment 4 (Attachment Booklet 8  
2) Fraud and Corruption Prevention Pages  
Policy - October 2020

|                      |                                                |
|----------------------|------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>   |
| <b>Submitted by:</b> | Manager Customer Service, Governance & Records |
| <b>Reference:</b>    | <b>ITEM GOV68/20</b>                           |
| <b>Subject:</b>      | <b>GOVERNANCE - UPDATE OF POLICY</b>           |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                                 |                                                                                                                                                                    |
|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>                | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>            | Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.                |
| <b>Delivery Plan Action:</b>    | Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.        |
| <b>Operational Plan Action:</b> | Governance policies prepared and existing policies reviewed regularly and access to Council's policies provided.                                                   |

#### **SUMMARY**

The purpose of this report is to update the listed policy aligned with Governance.

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

**That Council adopt the updated Records Management Policy 1.187.**

#### **BACKGROUND**

Council policies are instruments that communicate decisions and directions for pursuing Council's specific goals. Regular reviews of Council policies are required, to maintain currency of these decisions and directions, and to ensure policies are delivering the outcomes desired from such policies.

#### **REPORT:**

One (1) Council Policy has been reviewed and amended for currency, and adapted for insertion into Council's current policy template, being:

#### **Records Management Policy**

This policy was previously amended and adopted by Council on 23 August 2017. The purpose of this policy is to provide clear direction to Councillors and Council staff on the requirements for Council to establish and maintain a Records Management Program, under the *NSW State Records Act 1998*. The Records Management policy provides the framework for Council to effectively fulfil its obligations and statutory requirements under the Act, and other Government directives.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

The Records Management Policy is determined by existing NSW legislation. Public exhibition of amendments to reflect organisational changes is not required.

Our Governance No. 68 Cont...

## **2. Policy and Regulation**

- NSW State Records Act 1998 - including standards and retention and disposal authorities issued under the Act
- NSW Government Information (Public Access) Act 2009
- NSW Privacy and Personal Information Protection Act 1998
- NSW Evidence Act 1995
- NSW Public Finance and Audit Act 1993
- NSW Treasurer's Directions
- NSW Local Government Act 1993
- Good Conduct and Administrative Practice: Guidelines for Public Authorities and Officials (NSW Ombudsman)
- NSW Public Sector Code of Conduct
- Commonwealth Copyright Act 1968
- Public Sector Employment and Management Act 2002
- Electronic Transactions Act 2000
- Environmental Planning & Assessment Act 1979

## **3. Financial (Annual Budget & LTFP)**

Nil.

## **4. Asset Management (AMS)**

Nil.

## **5. Workforce (WMS)**

Nil.

## **6. Legal and Risk Management**

Nil.

## **7. Performance Measures**

Nil.

## **8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |                                                                                                 |
|-------------------------------|-------------------------------------------------------------------------------------------------|
| Prepared by staff member:     | Erika Bursford                                                                                  |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                                                            |
| Department:                   | Office of the Chief Corporate Officer                                                           |
| Attachments:                  | <b>1</b> Attachment 5 (Attachment Booklet 2) - Records Management Policy - 1.187 <b>8</b> Pages |

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b> |
| <b>Submitted by:</b> | Manager Finance & Technology                 |
| <b>Reference:</b>    | <b>ITEM GOV78/20</b>                         |
| <b>Subject:</b>      | <b>FINANCE - UPDATE OF POLICIES</b>          |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                  |
|-----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 12 - We are a well engaged community that is actively involved in decision making processes and informed about services and activities. |
| <b>CSP Strategy:</b>        | Council's decision making processes are open, accountable and based on sound integrated planning.                                                                |
| <b>CSP Delivery Program</b> | Promote and support community involvement in Council decision making process.                                                                                    |

#### **SUMMARY**

The purpose of this report is to update the listed policies aligned with the Finance Department.

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

##### **That Council:**

- (1) Adopts the updated Borrowing Policy;**
- (2) Adopts the updated Rates Hardship Policy;**
- (3) Adopts the updated Debt Recovery Policy;**
- (4) Adopts the updated Granting of Pensioner Rate Concessions Policy; and**
- (5) Adopts the updated Transfer of Land in Payment of Rates Policy.**

#### **BACKGROUND**

A number of Council's policies are due for revision and transfer to Council's new policy template. This report updates the policies as attached.

#### **REPORT:**

The following Finance policies are presented to Council for review (attached):

- Borrowing Policy – new template change only.
- Rates Hardship (and associated application form)
- Debt Recovery
- Granting of Pensioner Rate Concessions
- Transfer of Land in Payment of Rates

Changes are mainly formatting in nature to bring in line with Council's new Policy Template.

Our Governance No. 78 Cont...

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

Policy documents provide guidance to staff and clear guidelines and expectations on Council business to the community.

#### **2. Policy and Regulation**

- Local Government Act 1993
- Local Government (Regulations) 2005

#### **3. Financial (Annual Budget & LTFP)**

Nil.

#### **4. Asset Management (AMS)**

Nil.

#### **5. Workforce (WMS)**

Nil.

#### **6. Legal and Risk Management**

Up to date and clear policies assists in mitigating the risk of staff not abiding by the Local Government Act 1993, Local Government (General) Regulations and other legislative requirements.

#### **7. Performance Measures**

Council's policies are current, up to date and readily available to the community and Council staff.

#### **8. Project Management**

Nil.

**Kylie Smith**  
Chief Corporate Officer

|                               |                                       |                                                                           |             |
|-------------------------------|---------------------------------------|---------------------------------------------------------------------------|-------------|
| Prepared by staff member:     | Paul Della; Jessica Wild              |                                                                           |             |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer  |                                                                           |             |
| Department:                   | Office of the Chief Corporate Officer |                                                                           |             |
| Attachments:                  | <b>1</b>                              | Attachment 6 (Attachment Booklet<br>2) Borrowing Policy                   | 5<br>Pages  |
|                               | <b>2</b>                              | Attachment 7 (Attachment Booklet<br>2) Rates Hardship Policy              | 4<br>Pages  |
|                               | <b>3</b>                              | Attachment 8 (Attachment Booklet<br>2) Rates Hardship Application<br>Form | 4<br>Pages  |
|                               | <b>4</b>                              | Attachment 9 (Attachment Booklet<br>2) Debt Recovery Policy               | 11<br>Pages |



Our Governance No. 78 Cont...

- |          |                                                                                  |            |
|----------|----------------------------------------------------------------------------------|------------|
| <b>5</b> | Attachment 10 (Attachment Booklet 2) Granting of Pensioner Rate Concessions      | 2<br>Pages |
| <b>6</b> | Attachment 11 (Attachment Booklet 2) Transfer of Land in Payment of Rates Policy | 2<br>Pages |

|                      |                                                                |
|----------------------|----------------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>                   |
| <b>Submitted by:</b> | Manager Finance & Technology                                   |
| <b>Reference:</b>    | <b>ITEM GOV79/20</b>                                           |
| <b>Subject:</b>      | <b>FINANCE &amp; ACCOUNTS - PERIOD ENDED 30 SEPTEMBER 2020</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.                                                                     |
| <b>CSP Delivery Program</b> | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.                                                  |

#### **SUMMARY**

The purpose of this report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The report must be made up to the last day of the month immediately preceding the meeting.

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

**That Council receive and note the Finance and Accounts Report for the period ended 30 September 2020.**

#### **BACKGROUND**

In accordance with Clause 212 of the Local Government (General) Regulation 2005 the Responsible Accounting Officer must provide 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.

#### **REPORT:**

A reconciliation of cash books of all funds has been carried out with the appropriate bank statements. A certified schedule of all Council's investments showing the various amounts invested is shown as an attachment to this report.

#### (a) Reconciliation of Accounts

A reconciliation of the cash books of all funds have been carried out with the appropriate bank statements as at 30 September 2020.

Cash Book Balances on this date were as follows:-

|                        |                |        |
|------------------------|----------------|--------|
| General (Consolidated) | \$4,173,529.84 | Credit |
| General Trust          | \$ 313,266.50  | Credit |

#### (b) Summary of Investments

Our Governance No. 79 Cont...

The attachment to this report is a certified schedule of all Council's investments as at 30 September 2020 showing the various invested amounts and applicable interest rates.

### **Concealed Water Leakage Concession Policy Update**

For the month of September 2020 no concessions were granted under Council's Concealed Water Leakage Concession Policy.

### **COUNCIL IMPLICATIONS:**

#### **1. Community Engagement / Communication (per engagement strategy)**

Nil.

#### **2. Policy and Regulation**

- Investment Policy (Policy Statement 1.091)
- Local Government Act 1993
- Local Government (General) Regulation 2005
- Ministerial Investment Order
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

#### **3. Financial (Annual Budget & LTFP)**

Nil.

#### **4. Asset Management (AMS)**

Nil.

#### **5. Workforce (WMS)**

Nil.

#### **6. Legal and Risk Management**

Nil.

#### **7. Performance Measures**

Nil.

#### **8. Project Management**

Nil.

**Kylie Smith**  
Chief Corporate Officer

|                               |                                                       |
|-------------------------------|-------------------------------------------------------|
| Prepared by staff member:     | Paul Della; Jessica Wild                              |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer                  |
| Department:                   | Office of the Chief Corporate Officer                 |
| Attachments:                  | <b>1</b> Investment Report as at 30<br>September 2020 |

1  
Page

**TENTERFIELD SHIRE COUNCIL - SUMMARY OF INVESTMENTS 30 SEPTEMBER 2020**

| Financial Institution        | Issuer Rating | Investment Term | Maturity Date | Interest Rate | Amount              | Percentage Exposure |
|------------------------------|---------------|-----------------|---------------|---------------|---------------------|---------------------|
| NAB                          | AA-           | 30 Days         | 26/Oct/20     | 0.40%         | 3,000,000.00        | 40.69%              |
| <b>TOTAL NAB INVESTMENTS</b> |               |                 |               |               | <b>3,000,000.00</b> | <b>40.69%</b>       |
| Commonwealth Bank            | AA-           | At Call         |               | 0.25%         | 1,373,687.40        | 18.63%              |
| Commonwealth Bank            | AA-           | 2 Months        | 30/Nov/20     | 0.54%         | 3,000,000.00        | 40.69%              |
| <b>TOTAL CBA INVESTMENTS</b> |               |                 |               |               | <b>4,373,687.40</b> | <b>59.31%</b>       |
| <b>INVESTMENTS TOTAL</b>     |               |                 |               |               | <b>7,373,687.40</b> | <b>100.00%</b>      |

**Summary**

I hereby certify that the investments as shown herein, have been invested in accordance with Section 625 of the Local Government Act 1993, and associated Regulations, and in accordance with Council policy and procedures.

\_\_\_\_\_  
**Responsible Accounting Officer**

**By:**

\_\_\_\_\_  
 P. Della

\* Except as highlighted in the associated Council Report.

|                      |                                                           |
|----------------------|-----------------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b>              |
| <b>Submitted by:</b> | Manager Finance & Technology                              |
| <b>Reference:</b>    | <b>ITEM GOV80/20</b>                                      |
| <b>Subject:</b>      | <b>CAPITAL EXPENDITURE REPORT AS AT 30 SEPTEMBER 2020</b> |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.                                                                     |
| <b>CSP Delivery Program</b> | Collaborate and deliver resources with other organisations to ensure a variety of cost effective services across the service area.                                 |

#### **SUMMARY**

The purpose of this report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This report outlines Council's financial progress against each project.

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

**That Council receive and note the Capital Expenditure Report for the period ended 30 September 2020.**

#### **BACKGROUND**

The Capital Expenditure report indicates to Council the financial progress of each project against the forecast expenditure for that project. The information has also been set out to show which Council service the expenditure relates to.

#### **REPORT:**

The carry-forward budgets for capital projects not completed in 2019/20 will be presented in the first Quarterly Budget Review. These projects account for the most significant capital expenditure variances at this stage of the financial year, which is to be expected.

Staff have been reminded to proceed with their capital projects as early as possible in the year, so that the funds can be spent within the financial year as per the operational plan and budget. This will avoid excessive carry forward projects across future financial years.

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Nil.

##### **2. Policy and Regulation**

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Circulars

Our Governance No. 80 Cont...

**3. Financial (Annual Budget & LTFFP)**

Nil.

**4. Asset Management (AMS)**

Nil.

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

Prepared by staff member:

Paul Della; Jessica Wild

Approved/Reviewed by Manager:

Kylie Smith, Chief Corporate Officer

Department:

Office of the Chief Corporate Officer

Attachments:

**1** Attachment 12 (Attachment  
Booklet 3) - Capital Expenditure  
Report - 30 September 2020

**3**  
**Pages**

|                      |                                              |
|----------------------|----------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Corporate Officer</b> |
| <b>Submitted by:</b> | Manager Finance & Technology                 |
| <b>Reference:</b>    | <b>ITEM GOV81/20</b>                         |
| <b>Subject:</b>      | <b>REPORT ON LOAN BALANCES</b>               |

#### **LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council is a financially sustainable organisation, delivering value services to the Community.                                                                     |
| <b>CSP Delivery Program</b> | Ensure that financial sustainability and the community's capacity to pay inform adopted community service levels.                                                  |

#### **SUMMARY**

The purpose of this report is to inform Council of its loan balances as at 30 September 2020.

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

**That Council notes the loan balance as at 30 September 2020 was \$10,207,684.52 (\$10,309,615.28 as at 30 June 2020).**

#### **BACKGROUND**

Council resolved at its meeting on 24 August, 2011 (Resolution 380/11) that a report be provided every three (3) months summarizing Council's debt levels and that the report should include the date the loan is taken out, the amount of the original loan, the current balance owing, the term of the loan, the interest rate and the payment details.

#### **REPORT:**

Loan payments are being made in accordance with the loan agreements. Council's loan balance as at 30 September 2020 was \$10,207,684.52 (\$10,309,615.28 as at 30 June 2020).

#### **COUNCIL IMPLICATIONS:**

##### **1. Community Engagement / Communication (per engagement strategy)**

Council's projected loan borrowings are included in the 2020/21 Operational Plan.

##### **2. Policy and Regulation**

- Section 621 of the Local Government Act allows a Council to borrow at any time for any purpose allowed under the Act subject to any restrictions imposed by the Minister in accordance with Section 624 of the Act.
- Borrowing Policy

##### **3. Financial (Annual Budget & LTFP)**

Nil.

##### **4. Asset Management (AMS)**

Nil.

Our Governance No. 81 Cont...

**5. Workforce (WMS)**

Nil.

**6. Legal and Risk Management**

Nil.

**7. Performance Measures**

Nil.

**8. Project Management**

Nil.

**Kylie Smith**  
**Chief Corporate Officer**

|                               |                                                |           |
|-------------------------------|------------------------------------------------|-----------|
| Prepared by staff member:     | Paul Della; Jessica Wild                       |           |
| Approved/Reviewed by Manager: | Kylie Smith, Chief Corporate Officer           |           |
| Department:                   | Office of the Chief Corporate Officer          |           |
| Attachments:                  | <b>1</b> Loan Register as at 30 September 2020 | 1<br>Page |



**Tenterfield Shire Council**  
**Loans Schedule**  
**30-September-2020**

| Loans Details |                                  |           |                                |               |            |                  |                            | Principal                                 |
|---------------|----------------------------------|-----------|--------------------------------|---------------|------------|------------------|----------------------------|-------------------------------------------|
| FUND          | PURPOSE                          | AMOUNT    | OBTAINED FROM                  | DATE OBTAINED | DUE DATE   | RATE OF INTEREST | INTERVALS AT WHICH PAYABLE | Principal Balance as at 30 September 2020 |
| General Fund  | Infrastructure 2019/20           | 1,000,000 | Commonwealth Bank of Australia | 15/06/2020    | 15/06/2040 | 2.90%            | Half Yearly                | <b>1,000,000.00</b>                       |
| General Fund  | Main Street Upgrade              | 1,200,000 | National Australia Bank        | 25/02/2015    | 25/02/2025 | 3.70%            | Half Yearly                | <b>594,605.37</b>                         |
| Sewer         | New Sewerage Treatment Plant     | 2,500,000 | National Australia Bank        | 30/05/2008    | 30/05/2033 | 7.81%            | Half Yearly                | <b>1,849,250.05</b>                       |
| Water         | Dam Wall Construction (1)        | 3,450,000 | ANZ                            | 25/05/2018    | 25/05/2038 | 3.95%            | Half Yearly                | <b>3,213,201.60</b>                       |
| Water         | Dam Wall Construction (2)        | 3,051,000 | Commonwealth Bank of Australia | 5/06/2019     | 6/06/2022  | 2.52%            | Half Yearly                | <b>2,932,066.32</b>                       |
| Water         | Urbenville Water Treatment Plant | 375,000   | National Australia Bank        | 5/02/2009     | 5/02/2033  | 6.47%            | Half Yearly                | <b>275,584.69</b>                         |
| Waste         | Rehabilitation                   | 1,250,000 | National Australia Bank        | 21/12/2012    | 21/12/2022 | 5.45%            | Quarterly                  | <b>342,976.49</b>                         |
| <b>TOTAL</b>  |                                  |           |                                |               |            |                  |                            | <b>10,207,684.52</b>                      |

**(ITEM RC23/20) REPORTS OF COMMITTEES & DELEGATES - BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - 14 AUGUST 2020**

---

**REPORT BY:** Peter Petty, Chairperson

A Zoom Meeting of the Border Regional Organisation of Councils (BROC) was held on Friday, 14 August 2020.

Minutes of the Meeting are attached.

**RECOMMENDATION**

**That the report of the Border Regional Organisation of Councils (BROC) meeting Friday, 14 August 2020 be received and noted.**

**ATTACHMENTS**

**1** Minutes of Meeting - 14 August 2020 9 Pages

Correspondence to: PO Box 214, Tenterfield NSW 2372  
 Email: [broc@tenterfield.nsw.gov.au](mailto:broc@tenterfield.nsw.gov.au)



## MINUTES

### 14 August 2020 – Zoom Meeting (COVID-19 Restrictions Applying)

|                   |                                                                                              |                                                           |                        |
|-------------------|----------------------------------------------------------------------------------------------|-----------------------------------------------------------|------------------------|
| <b>Venue:</b>     | Zoom Meeting                                                                                 | <b>Date:</b>                                              | Friday, 14 August 2020 |
| <b>Chair:</b>     | Cr Peter Petty - Tenterfield                                                                 | <b>Time:</b>                                              | 9.00 am                |
| <b>Attendees:</b> | Mayor Samatha O'Toole<br>CEO Matthew Magin                                                   | Balonne Shire Council                                     |                        |
|                   | Cr Jason Watts<br>CEO Carl Manton                                                            | Goondiwindi Regional Council                              |                        |
|                   | Mayor John Coulton<br>GM Max Eastcott, Ms Robyn Phillips                                     | Gwydir Shire Council                                      |                        |
|                   | Cr Kate Dight                                                                                | Inverell Shire Council                                    |                        |
|                   | Mr Angus Witherby                                                                            | Moree Plains Shire Council                                |                        |
|                   | Cr Andrew Gale                                                                               | Southern Downs Regional Council                           |                        |
|                   | Chair – Mayor Peter Petty<br>Cr Brian Murray<br>CE Terry Dodds<br>Sec/Treasurer Noelene Hyde | Tenterfield Shire Council                                 |                        |
|                   | GM Michael Urquart                                                                           | Walgett Shire Council                                     |                        |
|                   | Mayor John Ferguson<br>CEO Lew Rojahn<br>Donna Hobbs                                         | Bulloo Shire Council                                      |                        |
|                   | Mr James McTavish                                                                            | Cross Border Commissioner                                 |                        |
|                   | Ms Ann Leahy MP                                                                              | Member for Warrego                                        |                        |
|                   | Ms Katie Williams                                                                            | Qld Dept Premier & Cabinet                                |                        |
|                   | Ms Trudi Bartlett                                                                            | RDA Darling Downs & South West                            |                        |
|                   | Mr Damon Meadows, Mr Michael Watson, Ms Joanne Murrell, Ms Helen Chan                        | Qld Dept Local Government, Racing & Multicultural Affairs |                        |
|                   | Ms Jo Tait                                                                                   | Australian Rail Track Corporation                         |                        |
|                   | Mr Russell Stewart                                                                           | RDA Northern Inland                                       |                        |
|                   | Ms Kym Murphy                                                                                | Dept Transport & Main Roads Qld                           |                        |
|                   | Ms Sally Dickinson                                                                           | Murray Darling Basin Authority                            |                        |
|                   | Mr Tim Breen                                                                                 | Guest Speaker – Nilwaste Energy                           |                        |
| <b>File Ref:</b>  | G/21                                                                                         |                                                           |                        |

|           |                                                                                                                                                                                                                                                                                                                                                             |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1.</b> | <p><b>Meeting Open:</b><br/>                 In opening the meeting, Chair Cr Peter Petty welcomed all attendees and thanked them for supporting BROC in attending this meeting via Zoom.</p> <p>The Chair expressed his sincere sympathy and condolences, on behalf of BROC, to Mayor of Goondiwindi, The Hon Lawrence Springborg AM and family on the</p> |
|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                            |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|
|           | <p>recent untimely passing of his daughter Megan.</p> <p>Paroo Shire Council have indicated an interest in joining BROC. Acting CEO, Mr Sean Rice was to attend as an observer but unfortunately was unable to do so.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                            |
| <b>2.</b> | <b>Apologies</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                            |
|           | Mayor Lawrence Springborg AM, Cr Lachlan Brennan, Cr Rob McKenzie                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Goondiwindi Regional Council               |
|           | Cr Frances Young                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Gwydir Shire Council                       |
|           | Cr Stephen Ritchie                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Moree Plains Shire Council                 |
|           | Mayor Vic Pennisi                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Southern Downs Regional Council            |
|           | Mayor Manuel Martinez, Cr Ian Woodcock, Cr Kelly Smith                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Walgett Shire Council                      |
|           | Ms Janelle Saffin MP                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Member for Lismore                         |
|           | Ms Heidi Roberts                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Dept Natural Resources, Mines & Energy Qld |
|           | <p><b>Moved:</b> Inverell that the apologies be accepted. <b>Seconded:</b> Gwydir<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                            |
| <b>3.</b> | <b>Minutes of Meeting</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                            |
| 3.1       | <b>Matters Arising from the Minutes</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                                            |
|           | <p><b>The Coffey Scheme – A Water Infrastructure Plan for the Future</b><br/>                 Chair, Cr Peter Petty referred to the formation of a delegation to meet with relevant politicians. Advised that he has had some initial discussions but the COVID crisis has delayed any meetings.</p> <p>He stressed that the proposed Mole River Dam Project is the focus at the moment.</p> <p><b>ACTION: Carried Over</b><br/> <i>That BROC support and become a driver for the Coffey Scheme with the Chair to form a delegation and organise a meeting with the politicians in the relevant areas.</i></p> <p><b>Letters of Support – Border Region Inland Rail Connectivity Project</b><br/>                 Deputy Chair, Cr Kate Dight advised that a letter would be forthcoming from Inverell Shire Council for forwarding to Moree Plains Shire Council.</p> |                                            |
|           | <p><b>Moved:</b> Inverell that the Minutes be accepted. <b>Seconded:</b> Tenterfield<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                            |
| <b>4.</b> | <b>Correspondence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                            |
| 4.1       | <p><b>Inwards:</b></p> <ul style="list-style-type: none"> <li>• Bank Statements – Warwick Credit Union &amp; National Australia Bank</li> <li>• Term Deposit Account Statement – National Australia Bank</li> <li>• Fixed Term Certificate – Warwick Credit Union</li> <li>• Ann Leahy MP – Re Appointment of a Queensland Cross Border Commissioner</li> <li>• Dept of Infrastructure, Transport, Regional Development &amp;</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                               |                                            |

|                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
|----------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|--------------------|----------------------------|-------------|-------------------------|-------------|-------------------------|---------|-----------------------|-----------|-------------------------|---------|----------------------------|--------------------|-----------------------------------------------|-------------|----------------------------------------------------|--------------------|----------------------------------|--|----------------------------------|----------------|----------------------------------------------------|----------|----------------------------------------------------|----------|--------------------------------------------------|----------|
|                                                    | <p>Communications – Success of Submission for Interface Development Program</p> <ul style="list-style-type: none"> <li>• Office of the Premier of Queensland – Creation of a Cross Border Commissioner role in Queensland</li> <li>• Southern Downs Regional Council – Appointment of Cr Andrew Gale to BROC</li> <li>• Goondiwindi Regional Council – Appointment of Cr Rob Mackenzie to BROC</li> <li>• Late Item – Water Forum – NSW Water Directorate – 16 July 2020 (Cr Kate Dight)</li> <li>• Late Item – Border Rivers Regional Water Strategy Meeting Notes – Presented by the DPIE – July 2020 (Cr Kate Dight)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
|                                                    | <p><b>Moved:</b> Balonne that the Inwards Correspondence be received and noted.<br/> <b>Seconded:</b> Southern Downs Regional Council</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| 4.2                                                | <p><b>Outwards:</b></p> <ul style="list-style-type: none"> <li>• Letter of Support – Tenterfield Shire Council – Requested Appointment of a Qld Cross Border Commissioner</li> <li>• Bulloo Shire – Advice of BROC Membership</li> <li>• Warwick Credit Union – Request to Waive Fee</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
|                                                    | <p><b>Moved:</b> Inverell that the Outwards Correspondence be noted.<br/> <b>Seconded:</b> Gwydir Shire Council</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| 4.3                                                | <p><b>Matters arising from Correspondence</b><br/>         Nil.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| <b>5.</b>                                          | <b>Financial Report as at 7 August 2020</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| 5.1                                                | <p><b>Transactions since last meeting:</b><br/> <b><u>National Australia Bank – 69-022-2187</u></b></p> <table border="1"> <tr> <td>Opening Balance as at 11 January 2020</td> <td style="text-align: right;"><b>\$ 7,592.61</b></td> </tr> <tr> <td>Credits – 11 February 2020</td> <td style="text-align: right;">\$ 1,000.00</td> </tr> <tr> <td>Credits – 11 March 2020</td> <td style="text-align: right;">\$ 2,500.00</td> </tr> <tr> <td>Interest – 9 April 2020</td> <td style="text-align: right;">\$ 0.23</td> </tr> <tr> <td>Credits – 11 May 2020</td> <td style="text-align: right;">\$ 500.00</td> </tr> <tr> <td>Interest – 10 July 2020</td> <td style="text-align: right;">\$ 0.28</td> </tr> <tr> <td>Balance as at 10 July 2020</td> <td style="text-align: right;"><b>\$11,593.12</b></td> </tr> </table> <p><b><u>National Australia Bank – Term Deposit 42-388-8697</u></b></p> <table border="1"> <tr> <td>Lodged 27 December 2018 for 12 months @ 2.75%</td> <td style="text-align: right;">\$10,052.36</td> </tr> <tr> <td>Re-invested 27 December 2019 for 12 months @ 1.50%</td> <td style="text-align: right;"><b>\$10,328.80</b></td> </tr> <tr> <td>Maturity Date – 27 December 2020</td> <td></td> </tr> </table> <p><b><u>Warwick Credit Union – 400379187</u></b></p> <table border="1"> <tr> <td>Opening Balance 30 November 2019</td> <td style="text-align: right;"><b>\$ 0.00</b></td> </tr> <tr> <td>Paper Statement Fee/Interest Debit – 31 March 2020</td> <td style="text-align: right;">\$ -2.03</td> </tr> <tr> <td>Paper Statement Fee/Interest Debit – 30 April 2020</td> <td style="text-align: right;">\$ -2.05</td> </tr> <tr> <td>Paper Statement Fee/Interest Debit – 31 May 2020</td> <td style="text-align: right;">\$ -2.08</td> </tr> </table> | Opening Balance as at 11 January 2020 | <b>\$ 7,592.61</b> | Credits – 11 February 2020 | \$ 1,000.00 | Credits – 11 March 2020 | \$ 2,500.00 | Interest – 9 April 2020 | \$ 0.23 | Credits – 11 May 2020 | \$ 500.00 | Interest – 10 July 2020 | \$ 0.28 | Balance as at 10 July 2020 | <b>\$11,593.12</b> | Lodged 27 December 2018 for 12 months @ 2.75% | \$10,052.36 | Re-invested 27 December 2019 for 12 months @ 1.50% | <b>\$10,328.80</b> | Maturity Date – 27 December 2020 |  | Opening Balance 30 November 2019 | <b>\$ 0.00</b> | Paper Statement Fee/Interest Debit – 31 March 2020 | \$ -2.03 | Paper Statement Fee/Interest Debit – 30 April 2020 | \$ -2.05 | Paper Statement Fee/Interest Debit – 31 May 2020 | \$ -2.08 |
| Opening Balance as at 11 January 2020              | <b>\$ 7,592.61</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Credits – 11 February 2020                         | \$ 1,000.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Credits – 11 March 2020                            | \$ 2,500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Interest – 9 April 2020                            | \$ 0.23                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Credits – 11 May 2020                              | \$ 500.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Interest – 10 July 2020                            | \$ 0.28                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Balance as at 10 July 2020                         | <b>\$11,593.12</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Lodged 27 December 2018 for 12 months @ 2.75%      | \$10,052.36                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Re-invested 27 December 2019 for 12 months @ 1.50% | <b>\$10,328.80</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Maturity Date – 27 December 2020                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Opening Balance 30 November 2019                   | <b>\$ 0.00</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Paper Statement Fee/Interest Debit – 31 March 2020 | \$ -2.03                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Paper Statement Fee/Interest Debit – 30 April 2020 | \$ -2.05                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |
| Paper Statement Fee/Interest Debit – 31 May 2020   | \$ -2.08                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                       |                    |                            |             |                         |             |                         |         |                       |           |                         |         |                            |                    |                                               |             |                                                    |                    |                                  |  |                                  |                |                                                    |          |                                                    |          |                                                  |          |

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|                                                  | <table border="1"> <tr> <td>Paper Statement Fee/Interest Debit -30 June 2020</td> <td>\$ -2.11</td> </tr> <tr> <td>Closing Balance 30 June 2020</td> <td>\$ <b>-8.27</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | Paper Statement Fee/Interest Debit -30 June 2020 | \$ -2.11           | Closing Balance 30 June 2020 | \$ <b>-8.27</b> |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Paper Statement Fee/Interest Debit -30 June 2020 | \$ -2.11                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Closing Balance 30 June 2020                     | \$ <b>-8.27</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
|                                                  | <p><b>Warwick Credit Union – Fixed Term Deposit 100005924</b></p> <table border="1"> <tr> <td>Opening Balance as at 31 December 2019</td> <td><b>\$11,179.85</b></td> </tr> <tr> <td>Interest Paid 1.6%</td> <td>\$ 45.06</td> </tr> <tr> <td>Reinvested 22 Jan 2020</td> <td><b>\$ 11,224.91</b></td> </tr> <tr> <td>Interest Paid 1.450%</td> <td>\$ 40.47</td> </tr> <tr> <td>Reinvested 22 April 2020</td> <td><b>\$11,265.38</b></td> </tr> <tr> <td>Interest Paid 1.3%</td> <td>\$ 36.41</td> </tr> <tr> <td>Reinvested 22 July 2020 @ 0.95%</td> <td><b>\$11,301.79</b></td> </tr> </table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | Opening Balance as at 31 December 2019           | <b>\$11,179.85</b> | Interest Paid 1.6%           | \$ 45.06        | Reinvested 22 Jan 2020 | <b>\$ 11,224.91</b> | Interest Paid 1.450% | \$ 40.47 | Reinvested 22 April 2020 | <b>\$11,265.38</b> | Interest Paid 1.3% | \$ 36.41 | Reinvested 22 July 2020 @ 0.95% | <b>\$11,301.79</b> |
| Opening Balance as at 31 December 2019           | <b>\$11,179.85</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Interest Paid 1.6%                               | \$ 45.06                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Reinvested 22 Jan 2020                           | <b>\$ 11,224.91</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Interest Paid 1.450%                             | \$ 40.47                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Reinvested 22 April 2020                         | <b>\$11,265.38</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Interest Paid 1.3%                               | \$ 36.41                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| Reinvested 22 July 2020 @ 0.95%                  | <b>\$11,301.79</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
|                                                  | <p><b>Moved</b> Gwydir that the Financial Report be accepted. <b>Seconded:</b> Balonne<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| 5.2                                              | <p><b>Matters arising from Financial Report</b></p> <p>5.2.2 <b>NAB Account 69-022-2187</b><br/> <b>Moved</b> Gwydir: That BROC apply for a Credit Card to be attached to this account in the name of the current Treasurer (Noelene Hyde) with the card to be cancelled and reissued as the Executive Council changes.<br/> <b>Seconded:</b> Balonne<br/> <b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |
| <b>6.</b>                                        | <p><b>Speakers</b></p> <p><b>Ms Ann Leahy MP – Member for Warrego</b></p> <ul style="list-style-type: none"> <li>Ms Leahy addressed the issue of a Cross Border Commission for Queensland, giving a commitment that if the LNP are successful in the upcoming State election, they will deliver on this promise of a Cross Border Commissioner in Qld. This will be a regional appointment with the position based in the regional area and not in Brisbane.</li> </ul> <p><b>Mr James McTavish – Cross Border Commissioner/Regional Water Co-ordinator</b></p> <ul style="list-style-type: none"> <li>Mr McTavish referred to the huge social, health and economic impacts currently being experienced by all border communities (including the ACT) with regard to current COVID restrictions for border crossings. He is engaging with the Qld Premier’s Office and taking very strong approaches with both the Premier and Health Minister.</li> <li>In reference to his role as Regional Water Co-ordinator, Mr McTavish advised that with the easing of drought conditions there are only a few Councils remaining with severe water issues, however the issues of supply, quality and security still need to be addressed. The Minister has given a commitment to ensure that open conversation remains with these Councils and in this regard acknowledges the assistance and lateral thinking that has enabled water security for Tenterfield.</li> <li>With respect to the Commissioner’s office, Mr McTavish advised he now has an assistant (Emma Watts) based in Queanbeyan. The Business Plan and Strategic Plan have been rewritten and are currently with the Minister. The new Plans will provide clarity for local government, the JO’s</li> </ul> |                                                  |                    |                              |                 |                        |                     |                      |          |                          |                    |                    |          |                                 |                    |

and ROC's with a focus on achieving better outcomes for border communities.

- Bushfire enquiry – noted that there are substantial findings regarding communications and provision of public information during the fire events. The issues regarding cross border communications were far less between Qld and NSW than between NSW and Victoria. Mr McTavish also noted that relevant agencies in NSW/Qld have excellent day to day relationships.
- Memorandum of Understanding – awaiting approval and endorsement by the NSW Premier. Main issues highlighted in the MOU are:
  - Regional Economic Development
  - Improving Service Delivery
  - Simplification of Regulations for Businesses
  - Issues of National Significance
- Cross Border Infrastructure Fund – Mr McTavish advised that there is \$14 million remaining in the Fund. Please advise any suggested projects as he is very keen to get as many projects as possible lined up.
- Regional Stimulus and COVID response funding – Border specific stimulus is part of the focus. Please advise any issues that need to be brought to the attention of the Cross Border Commissioner as there is now that opportunity.

**Mr Tim Breen – Nilwaste Energy – Waste to Energy**

In opening his address, Mr Breen thanked Tenterfield Shire Council, and particularly Chief Executive Terry Dodds, for the invitation to speak to BROC members regarding a proposal to implement a shared, scalable commercial model for the provision of integrated waste management solutions to rural and regional economies.

- With the global population predicted to approach 9 billion by 2030, we are using more resources than the planet can provide. Our future depends on reusing what we have in a sustainable way. The economics of the Australian Waste Management Industry have changed dramatically over the past several years with the balance tipping in favour of recycling and remediation, and against the historical model of bury or burn.
- Pyrolysis is a proven efficient method involving the application of high and ultra-high heat indirectly to materials in a sealed chamber or retort. This causes volatile components of the feedstock to leave the chamber as a gas and the residual materials inert or as a biochar.
- Pyrolysis is not incineration and generates up to 95% less greenhouse gases in comparison to incineration. It is not permissible to commission new incinerators in Australia (Western Australia excluded).
- Nilwaste Energy has been selected to partner the Queensland University of Technology (QUT) to design and commission Nilwaste's proven and patented pyrolysis systems to demonstrate their performance in Australia.

|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
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|           | <ul style="list-style-type: none"> <li>• Stage 1 of the trial will involve the demonstration pyrolysis plant (currently being built in Western Australia) being deployed in Brisbane as the first and only commercially available testing facility in Australia for both industry and government.</li> <li>• Stage 2 will commence following the demonstration trials, it is envisaged a small, mobile plant will be built which can be used to go from site to site.</li> </ul> <p><b>Moved</b> Inverell: That Tenterfield Shire Council, on behalf of BROC, seek seed funding to pursue waste to energy through the Cross Border Infrastructure Fund.</p> <p><b>Seconded:</b> Southern Downs Regional Council</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                 |
| <b>7.</b> | <b>Items Listed</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 7.1       | <p><b>Balonne Shire Council – Hebel-Goodooga Road Link – Upgrade to Bitumen</b></p> <p>Chief Executive Officer Matthew Magin advised that Balonne Shire Council are currently actively seeking funding to upgrade the 6.63 km section of the Hebel-Goodooga Road that is located within the vicinity of Queensland and interconnects with the Castlereagh Highway in Hebel. Council are striving to improve the road from the existing gravel formation to a minimum standard 7m wide bituminous surface.</p> <p>The Hebel-Goodooga Link will reduce the travel distance for traffic on the Kamilaroi/Castlereagh Highway by 100 km by bypassing Walgett.</p> <p><b>Moved</b> Inverell: That BROC provide a letter of support for the upgrade of the 6.63 km section of the Hebel-Goodooga Road.</p> <p><b>Seconded:</b> Gwydir</p> <p style="text-align: right;"><b>CARRIED</b></p> |
| 7.2       | <p><b>Balonne Shire Council – Border Closures – Local Government</b></p> <p>Mayor Samatha O’Toole referred to the current Queensland/NSW border closures due to the COVID pandemic and the impact this is having on the economy of border communities.</p> <p><b>Moved</b> Inverell: That BROC request a round table with the relevant NSW Minister regarding the border closures and issues.</p> <p><b>Seconded:</b> Gwydir</p> <p style="text-align: right;"><b>CARRIED</b></p> <p><i>Mayor O’Toole indicated she would like to attend as an observer if possible. Similar meetings are being held with the Queensland Minister and the Queensland border Councils.</i></p>                                                                                                                                                                                                        |
| 7.3       | <p><b>Balonne Shire Council - Cross Border Regional Deal – Statement of Intent Signed for Albury Wodonga</b></p> <p>Chief Executive Officer Matthew Magin referred to the recent, formal agreement by Federal, State and Local Government representatives to progress the development of an Albury-Wodonga Regional Deal. Initial Federal funding of \$3.1 million has been put towards strategic planning for the Deal, which will be</p>                                                                                                                                                                                                                                                                                                                                                                                                                                           |



|           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           | <p>the first cross-border deal made in Australia.</p> <p>Mr Magin suggested that the Deals seem to be focussed on city and big regional areas.</p> <p><b>Moved</b> Balonne: That BROC write to the Cross Border Commissioner, pushing for a cross border deal for smaller border Councils.<br/> <b>Seconded:</b> Bulloo Shire</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 7.4       | <p><b>Bulloo Shire Council – Warri Gate Road Upgrade</b></p> <p>Mayor John Ferguson advised that Bulloo Shire is seeking support for the upgrading of the Warri Gate Road which aligns with the objectives of both the Queensland and Federal Governments to create ongoing employment in a drought affected area and it will be an essential project to assist the Australian Government to support the Nation during recovery from the COVID-19 crisis.</p> <p>Council has for some time been making representation to both the Federal and State Governments, seeking support to construct the remaining 149 km of the Warri Gate Road. The Road extends from Noccundra to the Queensland border where it connects to the Silver City Highway which is currently being sealed by the NSW Government. Warri Gate Road is a connector road to this highway which will see the eventual sealing of a route that would connect Darwin, Mt Isa, the Tablelands and Central Queensland to Broken Hill, Adelaide, Melbourne and Sydney.</p> <p>Council’s proposal to the Federal Government was to seek funding for \$74m over ten (10) years which would sustain Bulloo Shire Council as well as the regional contractors working in the area, with a commitment given from the LNP that it would be supportive if elected.</p> <p><b>Moved</b> Balonne: That BROC write to both the Queensland and NSW Minister for Roads requesting support for upgrading the 149 km of Warri Gate Road.<br/> <b>Seconded:</b> Inverell</p> <p style="text-align: right;"><b>CARRIED</b></p> |
| 7.5       | <p><b>Bulloo Shire Council – Queensland-NSW Cross Border Statement &amp; Worklist 2020/21</b></p> <p>Chief Executive Officer Lew Rojahn referred to the Draft Statement of Principles and Priorities for Cross-Border Collaboration 2020-2025. The Key Focus Areas highlighted in the document for cross-border collaboration are:</p> <ul style="list-style-type: none"> <li>• Regional economic development;</li> <li>• Improving service delivery;</li> <li>• Simplifying regulation for residents, businesses and organisations; and</li> <li>• Issues of national significance</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>8.</b> | <b>General Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8.1       | <p><b>BROC Website</b></p> <p>Executive Officer Noelene Hyde advised that the BROC website lapsed in March 2020 and is seeking approval to have it reinstated and hosted through GoDaddy. Tenterfield Shire Council website staff have investigated options to reinstate the BROC website in a similar format with the domain name of</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | <p>borderroc.com.au.</p> <p><b>Moved</b> Balonne: That BROC approve Tenterfield Shire Council to reinstate the BROC website at a cost of approximately \$52.00 per annum and to provide regular maintenance and updates during the current term.</p> <p><b>Seconded:</b> Gwydir</p> <p style="text-align: right;"><b>CARRIED</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| 8.2 | <p><b>Bruxner Way Joint Committee</b></p> <p>Chair Mayor Peter Petty provided an updated on the situation regarding the proposed reclassification of the Bruxner Way which was an election promise of the NSW LNP.</p> <p>The Road Classification and Transfer Nomination – Stage 1 information has finally been distributed. Officers from Tenterfield Shire Council, Inverell Shire Council, Moree Plains Shire Council and Gwydir Shire Council will meet to discuss during the week.</p> <p>Stage 1 is a web based form asking each Council to nominate all roads, both priority and non-priority, planned to be submitted either for reclassification or transfer.</p> <p><i>Angus Witherby requested a copy of any information be provided to Moree Shire Council for the Consultants, as Bruxner Way is part of the Rail Interface.</i></p>       |
| 8.3 | <p><b>Water Forum – NSW Water Directorate – 16 July 2020</b></p> <p>Deputy Chair Kate Dight attended this Forum via webinar.</p> <p>Main points raised by the NSW Minister for Water, The Hon Melinda Pavey MP were her support for building water infrastructure and a desire to introduce standardised water restrictions across the State.</p> <p>BROC Members raised the following concerns:</p> <ul style="list-style-type: none"> <li>• Not supported by Inverell Shire Council;</li> <li>• Each community is different and needs to be bespoke for individual towns as water is difficult to standardise;</li> <li>• Needs to be community rather than Shire based;</li> <li>• Concerns with water catchments and availability.</li> </ul> <p><b>ACTION</b><br/> <i>Kate Dight to raise the concerns of BROC members with James McTavish.</i></p> |
| 8.4 | <p><b>Border Rivers Regional Water Strategy Meeting Notes – Presented by DPIE – July 2020</b></p> <p>Deputy Chair Kate Dight attended this Forum via webinar.</p> <p>The key points raised related to projection of water use and availability 10,000 years into the climatic future. The climatic extremes already experienced have been used to predict what might occur. The “Dry Climate Change Scenario” indicates the need to build water storage in catchment areas in order to better manage rainfall events.</p>                                                                                                                                                                                                                                                                                                                                |

|     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| 8.5 | <p><b>Other Issues</b></p> <p><b>Trudi Bartlett - RDA Darling Downs &amp; South West</b></p> <ul style="list-style-type: none"> <li>Water is one of the top 5 priorities for Toowoomba Mayor Paul Antonio who is working with University of Southern Queensland (USQ) to map water across the border. This information could be used by all BROC member Councils.</li> </ul> <p><b>Angus Witherby – Moree Plains Shire Council</b></p> <ul style="list-style-type: none"> <li>Regional digital connectivity program is work between Moree and Balonne Shire going ahead.</li> <li>The potential shut down of the 3G network is a major threat to many small communities.</li> <li>Will provide updates as available.</li> </ul> <p><b>Jo Tait – Australian Rail Track Corporation (ARTC)</b></p> <ul style="list-style-type: none"> <li>Second phase of the interface has opened.</li> <li>Details to be forwarded for distribution to the BROC group.</li> </ul> <p><b>Sally Dickinson – Murray Darling Basin Authority</b></p> <ul style="list-style-type: none"> <li>Noted the appointment of Air Chief Marshal Sir Angus Houston AK, AFC (Ret'd) as Chair of the Murray Darling Basin Authority.</li> </ul> <p><b>Damon Meadows - Qld Dept Local Government, Racing &amp; Multicultural Affairs</b></p> <ul style="list-style-type: none"> <li>Congratulations to the BROC group for number in attendance.</li> <li>Supports Paroo Shire's interest in joining BROC.</li> <li>Takes note of any information for assistance they may be able to provide to the Queensland border Councils.</li> </ul> <p><b>Katie Williams – Queensland Dept of Premier &amp; Cabinet</b></p> <ul style="list-style-type: none"> <li>Referred to the Queensland/NSW Statement of Principles and Priorities for Cross Border Collaboration Draft 2020/21 Annual Work List.</li> <li>Looking forward to strengthening relationships and communications through the Work List.</li> </ul> <p><b>Chief Executive Officer Matthew Magin – Balonne Shire Council</b></p> <ul style="list-style-type: none"> <li>Given the number of issues being raised through BROC, is there a need to establish working groups with particular Councils as facilitator?</li> </ul> <p><b>ACTION</b><br/> <i>Executive Officer Noelene Hyde to add to the agenda for the November 2020 meeting.</i></p> |
| 9.  | <p><b>Next Meeting</b><br/> <b>Annual General Meeting &amp; Ordinary Meeting</b><br/> 10.00 am, Friday, 13 November 2020<br/> Amended venue is The Living Classroom, Bingara (Gwydir Shire Council to host).</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 10. | <p><b>Meeting Closed</b><br/> 12.18 pm</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |

**(ITEM RC24/20) REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING - 10 SEPTEMBER 2020**

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**REPORT BY:** Peter Petty, Chairperson

A meeting of the Tenterfield Shire Local Traffic Committee was held on Thursday, 10 September 2020. Minutes of the Meeting are attached.

**RECOMMENDATION**

**That the report of the Tenterfield Shire Local Traffic Committee meeting of Thursday, 10 September 2020 be received and noted.**

**ATTACHMENTS**

- |                                                                                  |            |
|----------------------------------------------------------------------------------|------------|
| <b>1</b> Minutes - Tenterfield Shire Local Traffic Committee - 10 September 2020 | 8<br>Pages |
|----------------------------------------------------------------------------------|------------|

TENTERFIELD SHIRE COUNCIL  
LOCAL TRAFFIC COMMITTEE  
MINUTES FOR MEETING HELD AT 10AM ON THURSDAY 10 SEPTEMBER 2020



**MINUTES OF  
TENTERFIELD SHIRE LOCAL TRAFFIC  
COMMITTEE MEETING  
THURSDAY, 10 SEPTEMBER 2020**

MINUTES OF THE **Tenterfield Shire Local Traffic Committee Meeting** OF TENTERFIELD SHIRE held at the RSL Pavilion on Thursday, 10 September 2020 commencing at 10.05 am.

**ATTENDANCE**

Councillor Peter Petty (Mayor - TSC)  
Greg Aitken (TfNSW)  
Glen Lamb (Representative for The Hon. Janelle Saffin)  
Councillor Tom Peters (TSC)  
Paul Caldwell (NSW Police)

**ALSO IN ATTENDANCE**

Councillor Gary Verri (TSC)  
Terry Dodds (TSC)  
Fiona Keneally (TSC)  
Jess Gibbins (TSC Engineering Officer)  
Lib Melling (TSC)

**DISCLOSURE OF INTERESTS**

Nil.

**APOLOGIES:**

The Hon. Janelle Saffin, MP  
Dan Willis (NSW Police)  
David Counsell (TSC)  
James Paynter (TSC)

**TENTERFIELD SHIRE COUNCIL  
LOCAL TRAFFIC COMMITTEE  
MINUTES FOR MEETING HELD AT 10AM ON THURSDAY 10 SEPTEMBER 2020**

**CONFIRMATION OF MINUTES**

Recommendation that the Minutes of the Tenterfield Shire Local Traffic Committee held 9 July 2020, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

*Moved - Glen Lamb. Second - Tom Peters. Carried.*

**BUSINESS ARISING FROM PREVIOUS MINUTES**

**1. DISABLED PARKING. HIGH/ROUSE STREET TENTERFIELD**

That Council staff finalise detail drawings for the disabled parking as discussed in High Street to be relocated closer to Rouse Street.

**ACTION:**

*Ongoing.*

**2. PADDY'S FLAT ROAD/BRUXNER HIGHWAY INTERSECTION**

**ACTION:**

*TfNSW to follow up to arrange signage upgrade - Ongoing.*

**3. SANDY FLAT ROAD/NEW ENGLAND HIGHWAY INTERSECTION**

**ACTION:**

*Completed.*

**4. SPEED LIMIT / ZONE IN AMOSFIELD**

**ACTION:**

*Completed.*

**5. LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY)**

The design has been completed. To date, the Contractor has submitted a design to Essential Energy and is awaiting approval of design.

**ACTION:**

*Ongoing.*

**6. "NO PARKING" PAINT REQUEST - ROUSE STREET, TENTERFIELD (SEXTON & GREEN)**

Council has written to the business to provide Council with statistics of how many vehicles are parking in front of the three roller doors. TSC is awaiting response from the business in relation to the number of vehicles parking in front of the doors.

**TENTERFIELD SHIRE COUNCIL  
LOCAL TRAFFIC COMMITTEE  
MINUTES FOR MEETING HELD AT 10AM ON THURSDAY 10 SEPTEMBER 2020**

**ACTION:**

*No further action.*

**7. LOADING ZONE REQUEST, ROUSE STREET/MANNERS STREET, TENTERFIELD**

Loading Zones have previously been reviewed with CBD parking and agreed that the need for additional loading zones in the CBD Main Street are warranted over the priority for car parking spaces.

**ACTION:**

*Ongoing.*

**8. PROPOSED VILLAGE ENTRY SIGNS**

**ACTION:**

*Ongoing.*

**9. DISABLED PARKING – FURTHER REQUEST DR MONDALS, AMCAL CHEMIST & MITRE 10 NEAR DR PILGRIMS**

Parking issues in the whole town, disabled parking; loading zones; doctor's surgeries were discussed, as it is a busy area in the town and on the New England Highway.

**ACTION:**

*TSC to continue with some improvements where approved and are working towards completing a "Parking Plan" for the town CBD.*

**10. EVENT REQUEST – WALK FOR CHARITY**

TSC wrote to the Applicant 11 August 2020 advising of requirements addressing concerns regarding use of Mount Lindesay Road. Event to proceed 2021 pending Covid-19 conditions.

**ACTION:**

*No further action at this stage.*

**11. SIGNAGE REQUEST – WIRES**

Letter to WIRES advising that TSC do not support the installation of signs on Mount Lindesay Road near Boundary Road intersection & forwarding the request to TfNSW as the State Road Agency for Bruxner and New England Highways.

**ACTION:**

*Council Officers have discussed with the Manager of Parks & Gardens who was able to recommend lay-by areas more suitable – will liaise with WIRES.*

**TENTERFIELD SHIRE COUNCIL  
LOCAL TRAFFIC COMMITTEE  
MINUTES FOR MEETING HELD AT 10AM ON THURSDAY 10 SEPTEMBER 2020**

**12. LOGAN STREET/MANNERS STREET CORNER – FIRE STATION**

TSC have installed one Fire Station warning sign in Logan Street and have written to the Fire Service on 2 September 2020 suggesting they consider other warning lights in conjunction with the building.

**ACTION:**

*Completed.*

**13. TENTERFIELD VISITORS CENTRE DISABLED PARKING**

Council staff are undertaking today.

**ACTION**

*In Progress.*

**14. MOUNT LINDESAY ROAD/BOUNDARY ROAD INTERSECTION**

Council reported that it had nominated the intersection for a Safer Roads Project – Heavy Vehicle/Round-About with Traffic Calming to square up the intersection and make it safer.

**ACTION**

*In progress.*

**15. MOUNT LINDESAY/OLD BALLANDEAN ROAD INTERSECTION**

TSC blacking out some line marking. Council has prepared drawing of concept signage - email to TfNSW.

**ACTION**

*Ongoing.*

**16. NEW ENGLAND HIGHWAY, TENTERFIELD**

TSC already advised applicant that their concerns would be forwarded to TfNSW. Correspondence sent with copy of letter to TfNSW dated 23 June 2020. A response was received advising that TfNSW would investigate, email dated 13 July 2020.

**ACTION:**

*Completed.*

**17. BARLOW'S GATE ROAD – BRIDGE**

TSC have applied a 5 tonne load limit to Barlow's Gate Road Bridge and installed 5 tonne load limit signs.



**TENTERFIELD SHIRE COUNCIL  
LOCAL TRAFFIC COMMITTEE  
MINUTES FOR MEETING HELD AT 10AM ON THURSDAY 10 SEPTEMBER 2020**

**ACTION:**  
*Completed.*

**18. SUGARLOAF ROAD, SCHOOL BUS SIGNAGE**

TSC reviewed signage and have made adjustments.

Council to chase up correspondence from Paulette Verri regarding "School Bus Stop" signs near their residence.

**ACTION:**  
*Completed.*

**19. DRAKE PEDESTRIAN REFUGE, BRUXNER HIGHWAY**

To be discussed further in General Business.

**20. BRUXNER HIGHWAY INTERSECTION PADDY'S FLAT ROAD/PLAINS  
STATION ROAD**

TSC wrote to Kaylene Evans (TfNSW - Manager) requesting consideration be included with any "Route Corridor Review" stating current issues, concerns and suggesting future upgrade to the intersection.

**ACTION:**  
*Completed.*

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**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 10 SEPTEMBER 2020**

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**GENERAL BUSINESS**

**1. DRAKE VILLAGE, BRUXNER HIGHWAY SPEED ZONE REQUEST**

Further to Item 19 in Business Arising from previous minutes, a Petition has now been received from the Drake community requesting a review of current speed limits on the eastern and western approaches to the village on the Bruxner Highway, Drake.

The 80 km/hr speed limit for the Drake Village eastern and western entries is appropriate, as per the TfNSW Guidelines. TfNSW advised that there would be little benefit to changing the 80 km/hr speed zones in these areas.

TfNSW suggested that Drake Village Speed Zones / Bus Bay / Council Beautification - be viewed in a holistic approach with Community, TfNSW, Council and Local member Janelle Saffin MP.

**ACTION:**

TSC to send copy of the "Petition" to TfNSW and advise the Drake Community of this action. Further Council arrange a meeting with the Drake Community and TfNSW to discuss the Drake Village Speed Zones / Bus Bay / Council Beautification.

**2. BUS BAY, BRUXNER HIGHWAY DRAKE**

Council has received various complaints that the signage at the Bus Bay in Drake is confusing and potentially problematic.

This has been raised with TfNSW and the following is suggested:

- Council will provide evidence on the times and frequency buses use this bus stop.
- Following that information and assessment it is suggested that the "no entry buses excepted" signs be removed and standard "bus stop" signage including times be installed to cover the length of the bus stop. This would formalise and legalise this as a bus stop. Vehicles can still enter but would not be permitted to stop in the bus zone.
- Also suggested that the existing "no entry" sign from the west for eastbound traffic should remain to prevent vehicles undertaking an illegal activity facing the wrong direction should they stop and park parallel to the fencing and adjacent to the bus stop.
- "No stopping" signs could be installed to prevent parking here to keep it open to traffic. It would still be acceptable for a vehicle to travel westbound through this location however parking would only be legal outside the post office/RTC.
- Remove the existing hazard marker which is incorrect and replace with a D4-1-2 sign (attached).

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 10 SEPTEMBER 2020**

***Recommendation***

That Council consult with the Bus Company and School Bus Operators who utilise the Bus Bay at Drake to establish usage hours/times and change the Bus Bay to a Bus Stop as follows:

- "no entry buses excepted" signs be removed and standard "bus stop" signage including times be installed to cover the length of the bus stop.
- The existing "no entry" sign from the west for eastbound traffic should remain to prevent vehicles undertaking an illegal activity facing the wrong direction should they stop and park parallel to the fencing and adjacent to the bus stop.
- "No stopping" signs installed to prevent parking.
- Remove the existing hazard marker which is incorrect and replace with a D4-1-2 sign.

*Moved – Glen Lamb. Second – Gary Verri. Carried.*

*TfNSW – Y*

*Police – Y*

*TSC – Y*

**3. NEW ENGLAND HIGHWAY/MARTIN STREET INTERSECTION**

Correspondence received from the resident at the corner of Rouse Street (New England Highway) concerning traffic issues particularly U-turns. (Photos & correspondence provided).

TfNSW suggested extra tar for the area and/or kerb and guttering would maintain safety for the local resident. "No U Turn" sign suggested but not recommended.

***ACTION:***

Council to write back to resident explaining that Council are investigating solutions.

**BUSINESS WITHOUT NOTICE**

The following items were discussed and be dealt with on an operational level.

- Tabulam Bridge opening – 50 t limit
- Vehicle speeding and usage of Naas St
- No Through Road signage
- Mt Lindesay Rd Cutting erosion
- Yellow Line-Marking
- Flagstone Road – signage maintenance
- Old Ballandean Road – signage

**Cycling Club Formation**

The issue was raised of Cycling Clubs forming and holding gatherings/events within the Shire, and asked for advice regarding how the proposed routes, public liability insurance and Policing should be handled.

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This is page 7 of the Minutes of the Tenterfield Shire Local Traffic Committee Meeting held on Thursday, 10 September 2020

**MINUTES OF THE TENTERFIELD SHIRE LOCAL TRAFFIC COMMITTEE MEETING  
THURSDAY 10 SEPTEMBER 2020**

The discussion centered on what had occurred in other towns and the process adopted. Council was encouraged to become involved with the Cycling Group along with NSW Police, to ensure:-

- a) Promotion/designate safe routes/zones/areas.
- b) Promote and manage the risk of road trauma
- c) Compliance with Road Rules
- d) NSW Cycling Guidelines (TfNSW to email through)
- e) Safety Officer – Motorcyclist with vest & signage; Open/Close signs on routes when in use; briefing prior to ride; Ensuring mobile phone coverage throughout ride; First aid officer.

**ACTION:**

Council to write to the newly formed group – Explaining that the matter was raised at the LTC meeting, and that all present were fully supportive of the group. Suggest that Council would like to become involved to ensure road; safety etc considerations were addressed.

**NEXT MEETING**

Next meeting to be held at 10am (NSW time) Thursday 12<sup>th</sup> November 2020

There being no further business the Chairperson declared the meeting closed at 11.33 am.

.....  
Mayor Peter Petty  
Counsellor/Chairperson

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**(ITEM RC25/20) REPORTS OF COMMITTEES & DELEGATES - MURRAY DARLING ASSOCIATION INC**

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**REPORT BY:** Greg Sauer

The following items are attached for information:

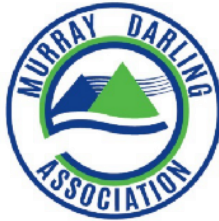
- Minutes - Murray Darling Association 76<sup>th</sup> Annual General Meeting - 16 September 2020
- Delegates Report - National Conference 2020

**RECOMMENDATION**

**That Council receive and note the minutes and Delegates Report for the Murray Darling Association Inc. for September 2020.**

**ATTACHMENTS**

- |          |                                                                                      |            |
|----------|--------------------------------------------------------------------------------------|------------|
| <b>1</b> | Minutes - Murray Darling Association 76th Annual General Meeting - 16 September 2020 | 9<br>Pages |
| <b>2</b> | Delegates Report - National Conference 2020                                          | 2<br>Pages |



**Murray Darling Association Inc.**

[admin@mda.asn.au](mailto:admin@mda.asn.au)  
[www.mda.asn.au](http://www.mda.asn.au)  
T (03) 5480 3805  
ABN: 64 636 490 493

1/250 Anstruther Street  
P.O. Box 1268  
Echuca, Vic 3564

# MINUTES

**76th Annual General Meeting  
Wednesday September 16<sup>th</sup>, 2020  
Virtual Event: Zoom Webinar**

## 1. WELCOME

### 1.1 Opening Address:

The Hon Mark Coulton MP  
Federal Member for Parkes  
Minister Regional Health, Regional Communications and  
Local Government

### 1.2 Welcome:

National President, Cr David Thurley OAM welcomed delegates to the 2020 AGM  
and declared the meeting open at 11.10am.

## 2. ATTENDANCE

### 2.1 Present

|                   |                                             |                             |
|-------------------|---------------------------------------------|-----------------------------|
| Heather Barclay   | General Manager – Assets and Infrastructure | Rural City of Murray Bridge |
| Cr Patrick Bourke | Mayor                                       | Federation Council          |
| Emma Bradbury     | Chief Executive Officer                     | Murray Darling Association  |
| Cr Norm Brennan   | Mayor                                       | Edward River Council        |
| Cr Marion Browne  | Councillor                                  | Broken Hill City Council    |
| Cr John Campbell  | Councillor and chair of Region 11           | Gunnedah Shire Council      |
| Cr Robin Coleman  | Councillor                                  | City of Tea Tree Gully      |
| Cr Greg Conkey    | Mayor                                       | Wagga Wagga City Council    |
| Cr Ed Cox         | Councillor                                  | Moira Shire Council         |
| Paul Currie       | Executive Management Officer                | Toowoomba Regional Council  |
| Cr John Dal Broi  | Mayor                                       | Griffith City Council       |
| Bradley Ferris    | Deputy Chief Executive Officer              | Albury City Council         |
| Pauline Frost     | Life                                        | Region 7                    |
| Pete George       | Treasurer                                   | M & S Group                 |
| Gary Golland      | Private Member                              | Region 7                    |
| Cr Jeff Hall      | Councillor                                  | Mid Murray Council          |
| Cr Mark Hall      | Councillor                                  | Lachlan Shire Council       |

|                        |                                  |                                 |
|------------------------|----------------------------------|---------------------------------|
| Cr Shirley Halls       | Councillor                       | City of Playford                |
| Cr Heather Holmes-Ross | Mayor                            | City of Mitcham                 |
| Cr Brenton Lewis       | Mayor                            | Rural City of Murray Bridge     |
| Cr Brian Lockyer       | Councillor & Chair of Region 8   | Barunga West Council            |
| Cr Jane MacAllister    | Councillor & Chair of Region 4   | Wentworth Shire Council         |
| Jessica Maher          | Minute Taker                     | MDA                             |
| Ian Mann               | Private Member                   |                                 |
| Cr Peter Mansfield     | Councillor                       | Moira Shire Council             |
| Bridget Mather         | Chief Executive Officer          | Coorong District council        |
| Cr Paul Maytom         | Mayor                            | Leeton Shire Council            |
| Greg McKenzie – proxy  | Proxy                            | Greater Shepparton City Council |
| Meg Pethybridge        |                                  | Murrumbidgee Shire Council      |
| Cr Ruth McRae          | Mayor                            | Forbes Shire Council            |
| Cr Phyllis Miller      | Mayor                            | Mildura Rural City Council      |
| Cr Jason Modica        | Councillor                       | City of Burnside                |
| Cr Anne Monceaux       | Mayor                            | Balonne Shire Council           |
| Samantha O’Toole       | Mayor, Chair of Region 12        | Greater Shepparton City Council |
| Cr Dennis Patterson    | Councillor and Chair of Region 2 | Alexandrina Council             |
| Cr Melissa Rebbeck     | Councillor, Chair of Region 6    | Alexandrina Council             |
| Cr Michael Scott       | Councillor                       | Karoonda East Murray Council    |
| Cr Yvonne Smith        | Councillor                       | Brewarrina Shire Council        |
| Jeff Sowiak            | General Manager                  | Riverina Water County           |
| Bede Spannagle         | Director of Engineering          | Central Darling                 |
| Bob Stewart            | Administrator                    | Albury City Council             |
| Cr David Thurley       | National President               | City of Mitcham                 |
| Cr Andrew Tilley       | Councillor, Chair of Region 7    | Cowra Council                   |
| Cr Bill West           | Mayor                            | Gwydir Shire Council            |
| Cr Frances Young       | Councillor                       |                                 |

**2.2 Apologies**

|                                |                                                                                   |
|--------------------------------|-----------------------------------------------------------------------------------|
| The Hon. Bridget McKenzie MP   | Nationals Senator for Victoria<br>Leader of The Nationals in the Senate           |
| The Hon David Speirs MP        | Minister for Environment and Water<br>Member for Bright                           |
| The Hon Vickie Chapman MP      | Deputy Premier   Attorney General  <br>Minister for Planning and Local Government |
| Mr Mick Keelty                 | Office of Inspector General MDB Water<br>Resources                                |
| Mr Ramzi Jabour                | Office of Inspector General MDB Water<br>Resources                                |
| Cr Linda Scott                 | LGNSW President                                                                   |
| Helen Dalton                   | MP Member for Murray                                                              |
| Hon Dan van Holst Pellekaan MP | The Member for Stuart, Hon Dan van Holst<br>Pellekaan MP                          |
| The Hon. Tim Whetstone MP      | Member for Chaffey                                                                |
| Wendy Lovell MP                | Member for Northern Victoria Region                                               |
| Tony Pasin MP                  | Federal Member for Barker                                                         |

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|                       |                                                |
|-----------------------|------------------------------------------------|
| Cr Tim Elstone        | Wentworth Shire Council                        |
| Craig Lloyd           | CEO , Murrindindi Shire Council                |
| Thornton Harfield     | Director Assets & Environment                  |
| Cr Linda Scott        | President, LGNSW                               |
| David Beaton          | CEO, District Council of Loxton Waikerie       |
| Mr Leon Stasinowsky   | Mayor, District Council of Loxton Waikerie     |
| Heather Wilton        | Greater Hume Council                           |
| Grant Barnes          | Natural Resources Access Regulator             |
| TED Rogers            | OurNews Pty Ltd                                |
| Cr Denis Clark        | Northern Areas Council                         |
| Tammi Rose            | Yarra Ranges Shire Council                     |
| Mayor Sandy Verschoor | Adelaide city Council                          |
| Craig Farrell         | Balloonist                                     |
| Helen Halyey          | Riverina Water County                          |
| Karyn Burton          | Chief Executive Officer, Berri Barmera Council |
| Vern Leng             | Coorong District Council                       |
| Sarah Philpott        | Mildura City Council                           |
| Cr Bernard Gaffney    | Indigo Shire Council                           |
| Digby Jacobs          | Murray-Darling Basin Authority                 |

**2.3 Declaration of Interests**  
Nil

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**3. PREVIOUS MINUTES**

**Motion:** That the minutes of the 76th AGM, held on October 23rd, 2019 in Toowoomba, QLD be adopted as an accurate record of that meeting.

**Moved:** Cr M Rebbeck / Cr B Lockyer **Carried**

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**4. REPORTS**

**4.1 2020 Financial Report**

**Moved:** Cr P Maytom / Cr P Bourke

**Motion:** That the 2019-20 Annual Finance Reports be received and noted.

**Carried**

**4.2 2020 Annual Report**

**Moved:** Cr D Thurley / Cr B Lewis

**Motion:** That the Annual Report for the year ending March 31st, 2020 be received and noted.

**Carried**

**4.3 Strategic Plan 2020-2025: Vision 2025**

**Moved:** Cr D Thurley / Cr B Lewis

**Motion:** That the Vision 2025: Strategic Plan 2020-205 be received and noted.

**Carried**

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**5. MOTIONS ON NOTICE**

Motion 5.1 Amendment to MDA Constitution

**Moved: Cr D Thurley/Cr P Miller**

*That the Constitution of the Murray Darling Association be amended at*

- a) *Add Part 5 s16 (11) A Region Meeting may be held with use of technology that allows a member using the technology and the members present at the meeting to clearly and simultaneously communicate with each other. A member in attendance using that technology will be deemed to be physically present at the meeting.*
- b) *Add Part 6 s17 (12) A MDA Meeting may be held with use of technology that allows a delegate using the technology and the delegates present at the meeting to clearly and simultaneously communicate with each other. A delegate in attendance using that technology will be deemed to be physically present at the meeting.*

**Carried**

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Motion 5.2 Agricultural & Agribusiness Plan for the MDB

**Moved: Cr P Maytom/Cr P Miller**

*That the Murray Darling Association call on the Federal Minister for Agriculture and the National Farmers Federation (NFF) to collaborate with strategic partners in the development of an integrated Agricultural & Agribusiness Plan for the Murray Darling Basin.*

**Carried**

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Motion 5.3 Buybacks and the 450GL

**Moved: Cr D Patterson/Cr P Bourke**

*That the Murray Darling Association*

- i. ***does not** support the further buybacks as a means for acquiring the 450 GL of water to be recovered for the environment under the Murray Darling Basin, and further*
- ii. ***does** support the position that if on farm efficiency programs are to be used to obtain the proposed 450 GL then any participants to the program must be subject to an independent socio-economic analysis that proves that such transfers do not cause adverse socio-economic issues in regions where water is being recovered.*

**Carried**

---

Motion 5.4 Carbon Neutral Farming Incentives

**Moved:** Cr M Rebbeck /Cr J Modica

*That the Murray Darling Association advocate to the Federal Government that it provide increased incentives for farmers and their communities to implement carbon neutral strategies and on ground actions that improve economic viability and enhanced water security while adapting and mitigating climate change.*

**Carried**

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Motion 5.5 Centre for Excellence

**Moved:** Cr J Campbell /Cr P Miller

*Call on Basin Governments to support funding for the Murray-Darling Basin Local Government Centre for Excellence: providing a space for local government and stakeholders across the Basin to collaborate and innovate.*

**Carried**

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Motion 5.6 Coalition of Peaks

**Moved:** Cr D Thurley / Cr M Rebbeck

*That the Murray Darling Association support the development of a Murray-Darling Basin Coalition of Peaks and call on Basin governments to collaborate in the development of an agreed Terms of Reference to enable an active contribution.*

**Carried**

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Motion 5.7 Consistent Metering and Monitoring by Inspector General

**Moved:** Cr P Maytom / Cr A Tilley

*That the Murray Darling Association call on the Basin Officials Committee and the Ministerial Council to*

- i) Endorse the Office of the Inspector General*
- ii) Request that the office establish and maintain consistent and equitable metering and measuring extraction across all states and regions, including flood plain harvesting, ground water extraction and river extraction.*

**Carried**

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Motion 5.8 Definition of Basin Governments

**Moved:** Cr D Thurley/ Cr J MacAllister

*That the Murray Darling Association continue to seek representation of local government as a sector*

- a) *At the Murray-Darling Basin Ministerial Council in an advisory capacity, and*
- b) *At the Basin Official Committee in a contributory capacity to provide more direct local content in the decisions relating to the Murray Darling Basin.*

**Carried**

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Motion 5.9 Development Downstream of the Choke

**Moved:** Cr D Patterson/ Cr P Maytom

*That the MDA call on Basin Governments to ensure that the passage of water intended for irrigation use downstream be minimised to flows that do not cause environmental harm to river environs and, in particular, the Barmah Choke on the Murray River and the banks of the heritage listed Goulburn River downstream of Eildon Weir.*

**Carried**

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Motion 5.10 Drought Management Plan

**Moved:** Cr P Maytom / Cr M Hall

*That the Murray Darling Association call on the Federal Government to*

- i. *lead the development of a comprehensive National Adverse Events Management Plan (incorporating a Drought Management Plan for the Murray Darling Basin).*
- ii. *Provide ongoing economic support to cushion Basin communities from unexpected, short term emergencies and, for the medium to long term, to establish and operate Innovation Hubs across the Basin as cooperative models of research and innovation to secure the future sustainability of Australian agriculture.*

**AMENDMENT:** Cr M Rebbeck asked for the inclusion of "and water" to the end of the second point. Both the mover and the seconder accepted the amendment.

**Motion 5.10 as amended:**

*That the Murray Darling Association call on the Federal Government to*

- i. *lead the development of a comprehensive National Adverse Events Management Plan (incorporating a Drought Management Plan for the Murray Darling Basin).*
- ii. *Provide ongoing economic support to cushion Basin communities from unexpected, short term emergencies and, for the medium to long term, to establish and operate Innovation Hubs across the Basin as cooperative models of research and innovation to secure the future sustainability of Australian agriculture and water.*

Carried

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Motion 5.11 Investment in Barrages

**Moved: Cr M Rebbeck/ Cr J Modica**

*That the Murray Darling Association:*

- a) *calls for national investment to upgrade the barrages to enhance efficient water management of the Murray Darling Basin.*
- b) *notes the findings of the Lower Lakes Independent Science Review;*
- c) *encourages all communities to maintain a focus on protecting ecological values and maintaining agricultural productivity in a changing climate;*
- d) *reaffirms Motion 5.6 from the 2018 MDA National Conference and AGM calling 'for a detailed climate change vulnerability assessment and adaptation plan for the Coorong, Lower Lakes and Murray Mouth region'*

Carried

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Motion 5.12 Report on Recommendations

**Moved: Cr M Rebbeck / Cr J MacAllister**

*Calls on government to make public or report on actions taken regarding the implementation of recommendations from successive reports on the Murray Darling Basin including:*

- o *Keelty Report: Impact of lower inflows on state shares under the Murray–Darling Basin Agreement (Interim Inspector-General of Murray–Darling Basin Water Resources, 17 April 2020)*
- o *Murray-Darling Basin Plan: Five-year assessment, Inquiry report (Productivity Commission, 19 December 2020)*
- o *Sefton's Report: Independent Assessment of Social and Economic Conditions in the Murray-Darling Basin Draft Report (Independent Panel Report, 16 March 2020)*
- o *Murray-Darling Basin water markets inquiry Interim report (Australian Competition and Consumer Commission, 30 June 2020)*
- o *Independent Review of Lower Lakes Science Informing Water Management (Independent Panel Report, 29 April 2020)*
- o *Matthews Report: Independent investigation into NSW water management and compliance (NSW Department of Industry, 24 November 2017)*

Carried

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Motion 5.13 SDLAM Projects

**Moved: Cr P Maytom / Cr B Lockyer**

*That the Murray Darling Association call for*

- i. *the deadline dates for the more complex Sustainable Diversion Limited Adjustment Mechanism (SDLAM) projects be extended.*

- ii. *alternative options be considered in cases where the initial SDLAM proposals are found not to be delivering the efficiency mechanisms intended*

**Carried**

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Motion 5.14 Water Infrastructure Plan

**Moved: Cr P Maytom/ Cr G Conkey**

*That the Murray Darling Association call on the Federal Government to prepare and publish a short, medium and long-term water infrastructure plan in collaboration with all Basin governments to sustain our nation across all environmental, social and economic sectors for generations to come.*

**Carried**

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Motion 5.15 Water Infrastructure Working Group

**Moved: Cr D Thurley/ Cr P Miller**

*That the MDA call on the National Water Infrastructure Authority to establish and resource a National Water Infrastructure Communications & Consultation Working Group in partnership with the Murray Darling Association.*

**Carried**

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Motion 5.16 Water Literacy

**Moved: Cr D Thurley/ Cr J Modica**

*That the Murray Darling Association call on the Federal Education Minister to enhance the inclusion of water literacy in the Australian curriculum from primary through to tertiary and vocational levels.*

**Carried**

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Motion 5.17 Water Trading System

**Moved: Cr P Maytom/ Cr J Campbell**

*That the Murray Darling Association call on Federal Government and the ACCC to establish a water trading system that responsibly optimises (not maximises) the economic performance of irrigated agricultural communities (not only farms).*

**Carried**

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**Late Motion**

Motion 5.18 Name Change to Murray-Darling Local Government Association

**Moved:** Cr D Thurley / Cr S O'Toole

*That the Murray Darling Association commence consultation with its members on affirming the identity of the association as a representative of local government by incorporating the words **local government** words into its name.*

Cr P Miller declared a conflict of interest due to her role on the board of LGNSW and abstained from the vote.

**Carried**

- 
6. **NEXT MEETING DATE:** To be advised.
7. **MEETING CLOSED:** 1.07 PM

*Minutes to be confirmed at 77th AGM*

## MDA Delegate's Report for tabling at council National Conference 2020



The following delegate's report provides a detailed report of the MDA's 76<sup>th</sup> National Conference & AGM for tabling at council.

The Murray Darling Association 76<sup>th</sup> National Conference was held on the 14<sup>th</sup> and 15<sup>th</sup> of September 2020 on a completely virtual conference platform. The conference was attended by over 230 delegates, presenters and sponsors from across Australia, making it the MDA's most well attended, constructive and successful event we have ever held.

### Conference highlights

The conference opened with a breathtaking and highly informative virtual study tour of the Barmah Choke and the Goulburn Murray region, presented by hosting council Greater Shepparton City Council. The study tour can now be watched in full [here](#).

The conference attracted a humbling line-up of speakers across the full spectrum of perspectives and expertise, all demonstrating a remarkable willingness to roll up their sleeves and work together to deliver a healthy working Basin for rural and regional Australians. The full conference program is available [here](#).

Presentation highlights included:

- **The Hon Keith Pitt MP**, Minister for Resources, Water and Northern Australia, who told delegates that *"Our government has a comprehensive investment package to ensure water security and to safeguard the Basin for future generations. It is a chance to start with a clean slate and make sure we listen to communities so we can help them to help themselves. But it does mean we need to adapt to follow their lead, not decide things sitting behind a desk in Canberra."*
- **Terri Butler MP**, Shadow Minister for the Environment and Water, told us *"It is very clear to everyone that people have consultation fatigue... We need to come to terms with the fact there are reductions of inflows into the Basin. We need to zero in on questions of confidence and trust and respect because you can't manage the changing circumstances of the Basin without broad-based support for any reforms that are brought forward."*
- **Tim Flannery**, Wentworth Group of Concerned Scientists, spoke about the importance of water within *"It is held by many that water is money. Water is in fact life for many ecosystems and communities. Some water should be traded and sold but because water is life there must be enough water in the system to support life."*

The videos of the sessions are now available on the conference web page [here](#).



Figure 1 MC Dominique Schwartz (left) with Minister for Resources, Water and Northern Australia The Hon. Keith Pitt MP (right)



Figure 2 Region 7 conference viewing at Mitcham Council Chambers



Figure 3 Stirling East Primary School (SA) participating in the National Conference



Figure 4 Region 2 Chair Cr Dennis Patterson in the virtual study tour of the Barmah Choke

### **Annual General Meeting**

The 76<sup>th</sup> Annual General Meeting was chaired by National President Cr David Thurley on Wednesday 16<sup>th</sup> of September. The range of motions resolved by our members representing councils and communities from across the Basin demonstrated a level of cohesion and unity of purpose on key issues that augers well for the year ahead as we tackle some of the big challenges of our time. A copy of the minutes from the AGM can be found [here](#).

### **Conference Feedback**

We have received some tremendously amazing feedback about the conference. Here is a small selection:

- *"Thank you so much for inviting me onto the Program for the conference. As I have shared with you, I felt humbled to be part of such an impressive line-up. The conference really set a new standard, so well done to you and the team. Dr. Carmel A. Pollino, Research Director – Water Security | Land & Water | CSIRO*
- *"Very well done, my favourite conference of the year!" Kat Mitchell, City of Port Adelaide Enfield.*
- *"It was an incredible opportunity to work with the MDA on this conference and I congratulate you for adapting so well to the COVID environment and deliver a conference so successfully and so well attended." Geraldine Christou, Director Sustainable Development, Greater Shepparton City Council*



**(ITEM RC26/20) REPORTS OF COMMITTEES & DELEGATES - PARKS, GARDENS & OPEN SPACES - 24 SEPTEMBER 2020**

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**REPORT BY:** Brian Murray, Chairperson

A meeting of the Parks, Gardens & Open Spaces Advisory Committee was held on Thursday, 24 September 2020. Minutes of the Meeting are attached.

**RECOMMENDATION**

**That the report of the Parks, Gardens & Open Spaces Advisory Committee meeting of 24 September 2020 be received and noted.**

**ATTACHMENTS**

**1** Minutes of Meeting 4 Pages



**MINUTES OF  
PARKS, GARDENS & OPEN SPACE  
ADVISORY COMMITTEE  
THURSDAY, 24 SEPTEMBER 2020**

MINUTES OF THE **Parks, Gardens & Open Space Advisory Committee** OF TENTERFIELD SHIRE held at the Council Chambers on Thursday 24 September 2020 commencing at 10.00 am.

**ATTENDANCE**

Deputy Mayor, Greg Sauer  
Councillor, Brian Murray, (Chairperson)  
Jeff McKillop, (Liston)  
Colleen Knight, (Tenterfield)  
Jan Evans, (Tenterfield)  
Kerrie Andrew, (Tenterfield)

**ALSO IN ATTENDANCE**

Open Space, Regulatory & Utilities Manager, (Mark Cooper)  
Chief Corporate Officer, (Kylie Smith)

*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.*

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This is page 1 of the Minutes of the Parks, Gardens & Open Spaces Advisory Committee held on Thursday, 24 June 2020

**MINUTES OF PARKS AND GARDENS COMMITTEE**

**24 September 2020**

**1. DISCLOSURE OF INTERESTS**

Nil.

**2. APOLOGIES**

Apologies received from, Chief Executive - Terry Dodds, Tom Short (Tenterfield), Mayor Peter Petty, Steve Goldthorpe (Urbenville), and Glen Lamb (Legume).

Tom/Jeff

**3. CONFIRMATION OF MINUTES**

**Resolved** that the Minutes of the Parks, Gardens & Open Space Advisory Committee meeting held on Thursday, 18 June 2020, as circulated, be confirmed and signed as a true record of the proceedings of the meeting.

Jeff/Greg

**4. BUSINESS ARISING FROM THE MINUTES**

**a. Investigation - War Helmet**

- Ongoing until decision of a location;

**b. Granite Country Platypus Trail**

- Stickers to be installed.

**5. GENERAL BUSINESS**

**a. Interpretative Signs for Bruxner Park**

- 7 out of 10 signs have been installed around town; and
- Committee would like to thank the Heritage Specific Purpose Committee and Councils Planning Manager for all the time taken on these signs.

**b. Grant Funding – Stronger Community Grants Round 2 & 3**

**ROUND 3 – Projects Been Granted**

- Exercise Equipment and covered area at Hockey Field;
- Shade Cover over Rotary Playground; and
- New Cricket nets to be installed at Shirley Park.

**ROUND 2**

Shirley Park

- Completed the amenities building inside and out.

Toilets

- Urbenville & Lugume – waiting on pans basins to be supplied and installed;
- Liston & Jennings pertition to be installed and waiting on contractors, once done plumbing will be completed to install toilets and handwashing; and

---

This is page 2 of the Minutes of the Parks and Gardens Committee held on Thursday, 17 September 2020

**MINUTES OF PARKS AND GARDENS COMMITTEE**

**24 September 2020**

- All toilets could be installed by October 2020.

BBQ Installation – Liston

- Hoping to install BBQ early October.

Interpretative Signage – Urbenville

- Signage is currently being designed and will be installed once completed.

**c. Legume Update**

Legume Park & Playground

- Plants are being installed; and
- Playground to be installed by end of October 2020.

**d. Pin Oak Trees in Logan Street**

- Committee agreed to plant, Prunus Cerasifera Nigra (Black Cherry Plum) in Logan street to replace the Pin Oak as per the tree management plan;
- When the last of the Pin Oak Tree are removed install an interpretative sign showing what the street looks like prior to the original trees being removed, mentioning Robert Brush; and
- Planting replacement trees to incur from Manners street through to Naas street in the same proximity as the pinoaks.

**e. Tree Management Plan – Draft**

- Laird Street trees identified to be planted need to be evergreen using Magnolia Grandiflora 'Little Gem' due to the bypass.
- All in agreement to adopt Tree Management Plan once Laird Street change has been made

**f. Tree Identification Booklet**

- Need to create a tree identification booklet on all trees in the streets and parks.

**g. Complements on Planting around the shire**

- A lot of people are impressed with all the gardens and lights that have been installed within Tenterfield;
- Village planting is attracting positive feedback also;
- Discussion to include the VIC center gardens when next plantings of flowers occur;
- Discussion to install further street lighting in the trees in Rouse Street at Post Office and Commercial corners. Inability to access power limits the power to install more tree lighting; and
- Opportunities may arise with the Tenterfield National Monument Project.

**h. Stopping people Walking on Gardens**

- Chains have been installed in garden to stop people walking on the garden at the Post Office;
- Chain been installed Commercial, Post Office and Alford and Duff corner; and
- Hoping planting will also help stop people walking through the gardens.

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This is page 3 of the Minutes of the Parks and Gardens Committee held on Thursday, 17 September 2020

**MINUTES OF PARKS AND GARDENS COMMITTEE**

**24 September 2020**

**i. Water Main Replacement in Rouse Street**

- Upgrade to water main along Rouse Street from Manners Street to Saddlers Estate, therefore gardens will need to be removed to replace the mains; and
- The gardens will need to be removed and replaced for this to be completed.

**NEXT MEETING**

Thursday, 10 December 2020 at 10.00 am in the Tenterfield RSL Pavilion.

There being no further business the Chairperson declared the meeting closed at 10.55 am.

.....  
Brian Murry  
Chairperson

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This is page 4 of the Minutes of the Parks and Gardens Committee held on Thursday, 17 September 2020

|                      |                                                   |
|----------------------|---------------------------------------------------|
| <b>Department:</b>   | <b>Office of the Chief Executive</b>              |
| <b>Submitted by:</b> | Executive Assistant & Media                       |
| <b>Reference:</b>    | <b>ITEM RES9/20</b>                               |
| <b>Subject:</b>      | <b>COUNCIL RESOLUTION REGISTER - OCTOBER 2020</b> |

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**LINKAGE TO INTEGRATED PLANNING AND REPORTING FRAMEWORK**

|                             |                                                                                                                                                                    |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>CSP Goal:</b>            | <b>Leadership</b> - LEAD 14 - Resources and advocacy of Council are aligned support the delivery of the community vision outlined in the Community Strategic Plan. |
| <b>CSP Strategy:</b>        | Council fosters a strong organisational culture which strives for best practice in all operations with a supportive corporate governance framework.                |
| <b>CSP Delivery Program</b> | Ensure that the performance of Council as an organisation complies with all statutory reporting guidelines and information is available to decision makers.        |

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**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.

**OFFICER'S RECOMMENDATION:**

**That Council notes the status of the Council Resolution Register to October 2020.**

**Terry Dodds**  
**Chief Executive**

|                               |                                                                                  |          |
|-------------------------------|----------------------------------------------------------------------------------|----------|
| Prepared by staff member:     | Noelene Hyde, Executive Assistant & Media                                        |          |
| Approved/Reviewed by Manager: | Terry Dodds, Chief Executive                                                     |          |
| Department:                   | Office of the Chief Executive                                                    |          |
| Attachments:                  | <b>1</b> Attachment 13 (Attachment Booklet 3) - Resolution Register October 2020 | 33 Pages |