

OUTSTANDING ACTIONS REPORT

Printed: Monday, 17 June 2024
3:10:57 PM
Date From:
Date To:

Division:
Committee:
Officer:

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

30/19	<p>Resolved that Council:</p> <ol style="list-style-type: none"> (1) Proceed with the compulsory acquisition of the land described as part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 for the purpose of operational land being for road widening in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991 and subject to the Undetermined Aboriginal Land Claim being withdrawn; and (2) Make an application to the Minister and the Governor for approval to acquire part of Lot 7016 DP 1073681, Lot 7017 DP 1106730 and Lot 7020 DP 1106731 by compulsory process under section 177(1) and 177(2)(b) of the Roads Act 1993; and (3) Requests the Minister for Local Government approve a reduction in the notification period from 90 days to the minimum 60 days. <p style="text-align: right;">(Greg Sauer/Gary Verri)</p>
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Notes	<p>12 Oct 2022 3:26pm Counsell, David Meeting has been held with land surveyor to complete survey work now that fencing is complete and finalise acquisition plan preparation.</p> <p>14 Sep 2022 12:40pm Counsell, David Matter is still awaiting land surveyor to complete on site boundary pegging and preparation of the survey plan for lodgement.</p> <p>12 Aug 2022 4:33pm Melling, Elizabeth - Reallocation Action reassigned to Counsell, David by Melling, Elizabeth - as Jess Gibbins is away reallocated to Dave Counsell.</p> <p>14 Feb 2022 2:56pm Gibbins, Jessica Awaiting final survey plans.</p> <p>02 Dec 2021 12:48pm Fitzpatrick, Christie Data imported from Resolution Register: 18.3.19 Awaiting Final plans to be sent with application to Minister. 12.4.19 No change to status. 10.5.19 No change. 12.7.19 Final plans being reviewed. 19.8.19 Pricing being sought from registered surveyors for the initial set out of proposed acquisition areas. 15.11.19 No change to status. 10.2.20 Section of existing boundary between 0.1 to 1 km has been pegged in consultation with RMS design review. Advice of determination of Land Claim received for Lots 7016, 7017 & 7020 received at start of November. Likely impacts to the project to be discussed with RMS. 11.5.20 Interim section 0.1km to 1.0km agreed with RMS for commencement of works once water is again available for construction. Drainage materials have been ordered and remaining sections to be surveyed with a view to minimise any compulsory acquisition required. 1.7.20 Survey of design centreline has been initially done on Legume 0-6.0km section and minor adjustments being considered to minimise extent of works impacting on adjacent properties. 7.8.20 The set out of a slightly modified alignment has commenced that should minimise extent of acquisition required. Revised construction design plans have been sent to the consultant land surveyors for use in defining the land acquisition boundaries. 14.4.21 Land surveyors from Tenterfield are currently pegging proposed acquisition boundaries although access for this task has been hampered by recent wet ground conditions. 7.5.21 Surveyors are back on site continuing with field work. 7.6.21 Land surveyors are preparing plans for proposed acquisition. 14.10.21 Land surveyors have been delayed by wet weather to complete the field work to peg acquisition boundaries. 10.11.21 Ongoing process with surveyors to prepare survey plans.</p>
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Meeting	Date	Officer	Title	Target
Council 22/07/2020	22/07/2020	Francisco, Matthew	Tenterfield Common Easement and Lot Compulsory Acquisition	27/07/2020

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

Notes

19 Mar 2024 2:37pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

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

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

02 Dec 2021 1:17pm Fitzpatrick, Christie

Data imported from Resolution Register:

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

CA application drafted.

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

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

15.10.20 Compulsory Land Acquisition submitted to Crown Lands for processing.

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

9.2.21 Register Acquisition Plan being finalised between surveyor and OLG.

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

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

11.6.21 Resending papers to trust.

Waiting on response

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

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

Works are being scheduled to proceed.

Meeting	Date	Officer	Title	Target
Council 26/08/2020	26/08/2020	Francisco, Matthew	NOTICE OF MOTION - MARYLAND CULLENDORE ROAD THROUGH MARYLAND NATIONAL PARK	9/09/2020
176/20	<p>Resolved that Council contact Crown Lands Department and National Parks & Wildlife Service informing them that Tenterfield Shire Council wishes to keep the Maryland Cullendore Road open.</p> <p style="text-align: right;">(Gary Verri/Bronwyn Petrie)</p>			
Notes				
10 Feb 2023 2:15pm Melling, Elizabeth - Reallocation				
Action reassigned to Condrick, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council				

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Meeting	Date	Officer	Title	Target
02 Nov 2022 9:38am Coonan, Neville				
No action taken				
20 Sep 2022 8:33am Coonan, Neville				
No action taken to date				
18 Jul 2022 4:01pm Melling, Elizabeth - Reallocation				
Action reassigned to Coonan, Neville by Melling, Elizabeth - This was previously in Cr Petrie's name.				
02 Dec 2021 1:24pm Fitzpatrick, Christie				
Data imported from Resolution Register:				
11.9.20 Letter forwarded to NPWS dated 3 September 2020, awaiting response.				
12.2.21 Phone meeting held NPWS & EO 14.12.20 further details to be discussed through CE & Manager EDCE				
12.3.21 Meeting held with Acting CE,DI,EO & Manager EDCE. EO to provide response to NPWS.				
19.4.21 NPWS has confirmed that gazettal documents have been withdrawn from the Ministers Office. Meeting to be arranged between TSC and NPWS.				
10.5.21 Making arrangements for NPWS to attend June 2021 Councillor Workshop.				
10.6.21 Councillor workshop with NPWS 10.06.21				
18.8.21 NPWS looking at all paper roads through NP. Will prioritise Maryland NP. TSC to pay for survey.				
14.10.21 Estimate of survey costs and any other expenses being arranged for consideration.				

Meeting	Date	Officer	Title	Target
Council 23/09/2020	23/09/2020	Marchant, Gillian	NOTICE OF MOTION - TENTERFIELD TOWN DAM FOR RECREATIONAL ACTIVITIES	7/10/2020
202/20	Resolved that Council investigate the opportunities that may be available near and including the town dam for recreational activities with a view to producing a master plan for presentation to the Council and subsequently the community.			
	(Bob Rogan/Greg Sauer)			
Notes				
18 Jul 2022 4:34pm Marchant, Gillian				
Note masterplan grant applied for 14/07/2022				
Fishing Platform fence has been altered to accommodate platform, quotations supplied and approved, meeting due 21/07/2022.				
18 Jul 2022 4:19pm Melling, Elizabeth - Reallocation				
Action reassigned to Marchant, Gillian by Melling, Elizabeth - Returned to GM.				
18 Jul 2022 4:04pm Melling, Elizabeth - Reallocation				
Action reassigned to Keneally, Fiona by Melling, Elizabeth - Cr Rogan no longer involved with Council.				
18 Jul 2022 4:03pm Melling, Elizabeth - Reallocation				
Action reassigned to Marchant, Gillian by Melling, Elizabeth - Cr Bob Rogan no longer involved with Council.				
02 Dec 2021 1:34pm Fitzpatrick, Christie				
Data imported from Resolution Register:				
1.10.20 Scheduled for discussion at Councillor Workshop 21/10. Meeting with invited community members (due to COVID) 27/10.				
1.12.20 Meetings held, results consolidated and provided for comment. Survey of parks underway. Focus group established.				
15.4.21 Site inspection with focus group held, preliminary designs under investigation				
6.5.21 Investigation into possible grants underway				
11.6.21 - 9.9.21 Investigations continue-note awarded fishing platform grant				
18.10.21 Signed Deeds of Grant				
12.11.21 Platform planning underway.				

Meeting	Date	Officer	Title	Target
Council 23/09/2020	23/09/2020	Marchant, Gillian	Mingoola Waste Transfer Station Site - Compulsory Acquisition	7/10/2020
187/20	Resolved that Council:			
	<ol style="list-style-type: none"> (1) Proceed with the compulsory acquisition of the land described as Lot 7013 in DP 1075621 for the purpose of developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and (2) Proceed with the compulsory acquisition of the land described as the western portion of subdivided Lot 7018 in DP 1075621 for the purpose of subdivision, acquisition and developing the Mingoola Waste Transfer Station in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and (3) Make an application to the Minister and the Governor for approval to acquire Lot 7013 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and 			

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			<p>(4) Make an application to the Minister and the Governor for approval to acquire the western portion of the subdivided Lot 7018 in DP 1075621 by compulsory process under section 186(1) of the Local Government Act; and</p> <p>(5) Classify the land as operational land; and</p> <p>(6) Proceed with the subdivision of the land described as Lot 7018 in DP 1075621 for the purpose of compulsory acquisition of the newly-formed Lot in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991; and</p> <p>(7) Arrange the survey of the formed road, known as Springfield Road, that traverses through Lot 7013 in DP 1075621 and dedicate this as a Public Road; and</p> <p>(8) Make an application to the Minister and the Governor for approval to acquire the newly-formed Road Lot that traverses through Lot 7013 in DP 1075621 by compulsory process under section 177(1) or 177(2)(a) or 177(2)(b) of the Roads Act.</p> <p style="text-align: right;">(Brian Murray/Michael Petrie)</p>	
<p>Notes</p> <p>17 Oct 2022 4:36pm Marchant, Gillian Negotiations ongoing</p> <p>14 Sep 2022 1:46pm Marchant, Gillian Negotiations ongoing.</p> <p>14 Sep 2022 1:42pm Melling, Elizabeth - Reallocation Action reassigned to Marchant, Gillian by Melling, Elizabeth - Waste Management matter</p> <p>18 Jul 2022 4:07pm Melling, Elizabeth - Reallocation Action reassigned to Counsell, David by Melling, Elizabeth - James Pryor no longer involved with Council. Jessica Gibbins is on 6 months leave.</p> <p>02 Dec 2021 1:26pm Fitzpatrick, Christie Data imported from Resolution Register: 15.10.20 TSC working with Crown Lands in relation to the compulsory acquisition. 6.11.20 Ongoing 4.12.20 Scoping the exact area required to negotiate with ALC. NSWALC providing advice on process. 9.2.21 Negotiations underway with local Aboriginal Council requesting the ALC to be amended to exclude the part required for the project. Awaiting their response. 10.3.21 This is awaiting response. NSW LALC are the claimant but won't change the claim until MLALC agree to. 20.4.21 Continues to stall awaiting advice from Aboriginal Land Council. Negotiations continue. 6.5.21 Project handover, negotiations continue. 11.6.21 Project negotiations continue.</p> <p>19.7.21-18.10.21 Negotiations continue, arrangements to visit site once lockdown ended. 11.11.21 Negotiations continue.</p>				

Meeting	Date	Officer	Title	Target
Council 24/03/2021	24/03/2021	Francisco, Matthew	Snake Creek Road - Road Reserve Update	7/04/2021
60/21	<p>Resolved that Council:</p> <p>(1) Proceed with the compulsory acquisition of the land described as part of Lot 7301 DP 1145839 for the purpose of dedicating a road in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991;</p> <p>(2) Make an application to the Minister and the Governor for approval to acquire part of Lot 7301 DP 1145839 by compulsory process under section 177 (2)(b) of the Roads Act 1993.</p> <p style="text-align: right;">(Greg Sauer/Bronwyn Petrie)</p>			
<p>Notes</p> <p>12 Mar 2023 8:35pm Counsell, David Staff resources being allocated to this matter in April to revise the application.</p> <p>10 Feb 2023 2:17pm Melling, Elizabeth - Reallocation Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins on extended leave. Feb 23</p>				

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Meeting	Date	Officer	Title	Target
15 Nov 2022 4:12pm Melling, Elizabeth				
Staff member currently on extended leave until January 2023				
14 Feb 2022 2:58pm Gibbins, Jessica				
Collating documents for the new application to send to OLG				
02 Dec 2021 1:54pm Fitzpatrick, Christie				
Data imported from Resolution Register:				
10.5.21 Office of Local Government application required.				
15.6.21-19.7.21 Office of Local Government Application being drafted.				
18.8.21 Application and attachments sent 17/8/21 OUT21/61C3BA5A.				
14.10.21 Application rejected as need updated searches & correspondence. Being arranged for resubmitting.				

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

45/22 **Resolved** that Council proceed with the recommendations as contained within this report to finalise this matter regarding acquisition of land for road realignment purposes for Bruxner Way, Tenterfield.

(John Macnish/Kim Rhodes)

Motion Carried

Notes

12 Oct 2023 9:05pm Counsell, David

Matter will be finalised with solicitors.

12 Mar 2023 8:39pm Counsell, David

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

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

Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins is on extended leave 10.2.2023

15 Nov 2022 4:13pm Melling, Elizabeth

Staff member responsible on extended leave until January 2023

14 Apr 2022 12:09pm Gibbins, Jessica

Correspondence sent to applicable land owners.

Meeting	Date	Officer	Title	Target
Council 22/06/2022	22/06/2022	Francisco, Matthew	McCliftys Road & Bungulla Reserve Road - Public Gate & Vehicle By-pass Applications	6/07/2022

124/22 **Resolved** that Council as the Roads Authority under the Roads Act 1993:-

- (1) Approves the installation of a public gate and vehicular by-pass on McCliftys Road at approx. 0.316km west of the New England Highway intersection and Bungulla Reserve Road at the intersection with Rosehill Road in accordance with Council Policy No 2.162 – Public Gates and Vehicle By-passes; and
- (2) Provide applicant with Council Consent as outlined in 4.2 Council's Internal Administrative Procedures of Policy 2.162.
- (3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008.

(Giana Saccon/Tom Peters)

Motion Carried

Notes

19 Mar 2024 2:40pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

12 Oct 2023 9:07pm Counsell, David

Inspection yet to be undertaken for finalisation of matter.

12 Mar 2023 8:41pm Counsell, David

Consents have been issued and works have commenced on both matters. Application process is complete.

10 Feb 2023 2:18pm Melling, Elizabeth - Reallocation

Action reassigned to Counsell, David by Melling, Elizabeth - Jess Gibbins is on extended leave 10.2.2023

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Meeting	Date	Officer	Title	Target
15 Nov 2022 4:13pm Melling, Elizabeth				
Staff member currently on extended leave until January 2023				

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Francisco, Matthew	Policy 2.130 Construction & Maintenance of Property Access from Council Roads	10/08/2022

160/22 **Resolved** that Council:
Place Policy 2.130 Construction & Maintenance of Property Access from Council Roads on public display for 28 days to seek community input prior to reviewing the policy.
(Peter Petty/Peter Murphy)
Motion Carried

Notes
15 May 2023 12:48pm Melling, Elizabeth
Councillor Worksop - 10 May 2023
12 Mar 2023 8:43pm Counsell, David
Report to Council meeting planned for April meeting.
08 Dec 2022 12:58pm Counsell, David
Revised drawings to be compiled and report to Council yet to be completed.
14 Sep 2022 12:26pm Counsell, David
Public exhibition period has been held and a report will be prepared for Council to review the Policy
12 Aug 2022 4:30pm Melling, Elizabeth
Policy on Public Display for 28 days - TSC Website.

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Francisco, Matthew	Policy 2.162 Public Gates and Vehicle Bypasses	10/08/2022

159/22 **Resolved** that Council:
Place Policy 2.162 Public Gates and Vehicle Bypasses on public display for 28 days to seek community input prior to reviewing the policy.
(Peter Petty/Peter Murphy)
Motion Carried

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

Meeting	Date	Officer	Title	Target
Council 27/07/2022	27/07/2022	Francisco, Matthew	AM White Drive reserve dedication	10/08/2022

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

Notes
19 Mar 2024 2:41pm Melling, Elizabeth - Reallocation

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Meeting	Date	Officer	Title	Target
Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				
12 Mar 2023 8:42pm Counsell, David				
Submission to TfNSW continuing.				
08 Dec 2022 1:01pm Counsell, David				
Details being compiled for submission to TFNSW to undertake dedication.				
14 Sep 2022 12:16pm Counsell, David				
Crown Lands have confirmed status of the land and do not object to proposed dedication. Matter will now be referred to Transport for NSW to progress the formal dedication as a road.				
17 Aug 2022 12:50pm Melling, Elizabeth				
Matter to be raised with Crown Lands for discussion of process.				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Francisco, Matthew	ACQUISITION OF LAND REQUIRED FOR ROAD ALIGNING PURPOSES ALONG KILDARE ROAD	12/10/2022
202/22, 203/22	<p>Resolved that Council:</p> <p>(1) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes on various curves being widened under the BLER Fund project; and</p> <p>(2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p>Motion Carried</p> <p>Resolved that Council:</p> <p>(1) Agree to the acquisition of land along Kildare Road for road aligning purposes; and</p> <p>(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners in consideration to close an existing road reserve in exchange.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p>Motion Carried</p>			

Notes

13 Apr 2023 4:01pm Counsell, David
Surveyor is still preparing acquisition plan as the matter is complex given nature and extent of the road alignment.

12 Mar 2023 8:48pm Counsell, David
Survey plans are still being compiled and have not yet been received from the land surveyors.

31 Jan 2023 9:30am Counsell, David
Surveyor has now completed field work pegging of proposed boundaries and plans are being compiled.

08 Dec 2022 12:57pm Counsell, David
Surveyor has been engaged and field survey work is partially undertaken with pegging of proposed boundary.

12 Oct 2022 3:36pm Counsell, David
Preliminary meeting held with registered surveyor to commence road reserve alignment process.

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Condrick, Jodie	Commence negotiations with the current occupier of Reserve R83670 with the intent of entering into a long term lease.	12/10/2022
212/22	<p>RESOLVED That Council:</p> <p>(1) Ratify the Letter of Support (Attachment A) to current occupier to apply for a grant to revitalise the clubhouse by extending the kiosk function area and construct amenities, noting that any additional asset cost will be on Councils Asset Register until a Lease is effected;</p> <p>(2) Prepare and have approved a Plan of Management (PoM) for the Reserve (Reserve R83670 - Lot 599 DP 704008) in consultation with the occupiers, and</p>			

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			(3) Provide 'in principle' approval for the Chief Executive to commence negotiations for a long-term Lease over the Reserve. The 'in principle' approval is provided subject to the satisfactory resolution of community consultation processes, necessary Crown Land approvals, satisfactory site analysis, Lease negotiation and development approval process.	
(Greg Sauer/Peter Murphy)				
Notes				
10 Feb 2023 2:24pm Melling, Elizabeth - Reallocation Action reassigned to Condrick, Jodie by Melling, Elizabeth - Neville Coonan no longer works for Council.				
19 Oct 2022 1:11pm Condrick, Jodie - Reallocation Action reassigned to Coonan, Neville by Condrick, Jodie - Neville needs to complete POM and arrange lease				
19 Oct 2022 1:09pm Condrick, Jodie Letter of Support was sent and POM and lease are still being investigated				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Francisco, Matthew	ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - MT LINDESAY ROAD BLER PROJECT	12/10/2022
202/22, 203/22	<p>Resolved that Council:</p> <p>(1) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes on various curves being widened under the BLER Fund project; and</p> <p>(2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p>Motion Carried</p> <p>Resolved that Council:</p> <p>(1) Agree to the acquisition of land along Kildare Road for road aligning purposes; and</p> <p>(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners in consideration to close an existing road reserve in exchange.</p> <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p>Motion Carried</p>			

Notes				
12 Mar 2023 8:47pm Counsell, David Solicitors are continuing the acquisition process with the two property owners.				
31 Jan 2023 9:32am Counsell, David Survey plans are completed and with Council's Solicitors for legal processing.				
08 Dec 2022 12:56pm Counsell, David Surveyor engaged, survey work undertaken and acquisition plan being compiled.				
02 Nov 2022 9:44am Counsell, David Field survey works have commenced for the acquisition.				
12 Oct 2022 3:35pm Counsell, David Preliminary meeting held with registered surveyor to assist in road widening acquisition with survey and plan preparation.				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Francisco, Matthew	ACQUISITION OF LAND REQUIRED FOR ROAD WIDENING PURPOSES - SUNNYSIDE PLATFORM ROAD	12/10/2022
200/2	<p>Resolved that Council:</p> <p>(1) Agree to the acquisition of land adjacent to Sunnyside Platform Road for road widening purposes at the intersection of Bruxner Way; and</p>			

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			(2) Delegate the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.	
			(Peter Petty/Tom Peters)	
			Motion Carried	
Notes				
13 Apr 2023 3:47pm Counsell, David Registered valuer has been engaged to assess the value for this matter along with other similar tasks underway at present.				
12 Mar 2023 8:44pm Counsell, David Acquisition plan completed and are with Solicitors to arrange to execute acquisition process.				
31 Jan 2023 9:37am Counsell, David Surveyor is completing field work and acquisition plan to be prepared during February.				
08 Dec 2022 12:53pm Counsell, David Surveyor has been engaged for acquisition plan and works to undertaken adjusted fencing has been programmed.				
12 Oct 2022 3:31pm Counsell, David Preliminary meeting held with registered surveyor to assist in acquisition process.				

Meeting	Date	Officer	Title	Target
Council 28/09/2022	28/09/2022	Francisco, Matthew	ACQUISITION OF LAND REQUIRED FOR ROAD REALIGNMENT PURPOSES ON PADDYS FLAT ROAD NORTH	12/10/2022
201/22			Resolved that Council:	
			(1) Agree to the acquisition of land adjacent to Paddys Flat Road North for road realignment and widening purposes at Kangaroo Creek Bridge; and	
			(2) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.	
			(Peter Petty/Tom Peters)	
			Motion Carried	
Notes				
13 Apr 2023 3:47pm Counsell, David Survey and acquisition plan preparation is continuing with the surveyors.				
12 Mar 2023 8:46pm Counsell, David Survey field work is yet to be completed.				
31 Jan 2023 9:35am Counsell, David Bridge approach works being finalised and surveyor is planning to undertake field work at the end of February.				
08 Dec 2022 12:55pm Counsell, David Surveyor has been engaged for acquisition plan. Fencing has been undertaken for new boundary.				
12 Oct 2022 3:33pm Counsell, David Meeting held with registered surveyor to assist in realignment acquisition process.				

Meeting	Date	Officer	Title	Target
Council 21/12/2022	21/12/2022	Francisco, Matthew	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - THURSDAY 1 DECEMBER 2022	11/01/2023
251/22			Resolved that Council:	
			(1) Receive and note the report of the Tenterfield Shire Council Local Traffic Committee meeting of 1 December 2022;	
			(2) Adopt the recommendations from the meeting as follows:-	
			a) Traffic Accident - Tooloom Street, Urbenville TfNSW recommends a traffic signage review of the area and applying for Fatal Crash Response funding if upgrades are required.	
			b) Manners Street, Tenterfield – request for pedestrian crossing.	

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Meeting	Date	Officer	Title	Target
			<p>Transport for NSW to assess the site in respect to the request for a pedestrian crossing given the close proximity to the New England Highway. Council to send a letter to TfNSW requesting assessment.</p> <p>c) Rouse Street Telstra Driveway. All line marking of the parking bays be reviewed and renewed in CBD.</p> <p>d) Cycle Event. That Committee note the application and recommend the event be approved subject to any requirements of Transport for NSW and NSW Police in liaison with The Saddlers Mountain Bike Club Tenterfield Inc. prior to event.</p> <p>e) Manners Street Bus Stop. That the Committee note the request and prior to considering any change to the existing bus stop in Manners Street, seek comments from Transport for NSW Traffic Section in respect to any traffic impacts to the Rouse Street (New England Highway) traffic and parking arrangement implications.</p> <p>f) Proposed meeting dates for 2023 Committee accept meeting dates as presented.</p> <p style="text-align: right;">(Tom Peters/Tim Bonner)</p> <p><u>Motion Carried</u></p>	

Notes

19 Mar 2024 2:43pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

13 Apr 2023 4:02pm Counsell, David

Outstanding actions are to be actioned when possible.

12 Mar 2023 8:49pm Counsell, David

Actions from the meeting are being programmed as resources allow.

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

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

Meeting	Date	Officer	Title	Target
Council 22/02/2023	22/02/2023	Francisco, Matthew	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING - THURSDAY 2 FEBRUARY 2023	15/03/2023

18/23 Resolved that Council:

Receive and note the minutes of the Tenterfield Shire Local Traffic Committee meeting of 2 February 2023;

(1) Adopt the following recommendations from General Business a) thru d):

- (a) ROUSE STREET VISITOR INFORMATION CENTRE PARKING SIGNS - That Council amend the regulatory parking signs for the Rouse Street parking spaces immediately in front of the Visitor Information Centre to 30-minute time limited parking;
- (b) TENTERFIELD HIGH SCHOOL CROSS COUNTRY EVENT - That Council approve the annual Tenterfield High School Cross Country event subject to Police approval and standard conditions;
- (c) ANZAC DAY – TENTERFIELD - That Council offer no objection to the temporary closure of roads including sections of Manners Street, Rouse Street and Molesworth Street associated with the annual ANZAC Day ceremony 25 April 2023 subject to approval by NSW Police and Transport NSW with standard conditions;
- (d) ANZAC DAY – URBENVILLE - That Council offer no objection to the temporary closure of streets including sections of Beaury Street, Tooloom Street and Clarence Way in Urbenville associated with the annual ANZAC Day ceremony 25 April 2023 subject to approval by NSW Police and Transport NSW with standard conditions.

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Meeting	Date	Officer	Title	Target
			(Giana Saccon/Tom Peters)	
<u>Motion Carried</u>				

Notes

19 Mar 2024 2:43pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

20 Jul 2023 11:21am Melling, Elizabeth

Signs updated. Need further inspection for accuracy.

10 May 2023 4:12pm Counsell, David

VIC Parking sign amendments to be programmed.

13 Apr 2023 4:03pm Counsell, David

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

12 Mar 2023 8:50pm Counsell, David

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

Meeting	Date	Officer	Title	Target
Council 22/03/2023	22/03/2023	Davidson, Tamai	LEASING OF 136 MANNERS STREET, TENTERFIELD	12/04/2023

42/23 Resolved that Council:

- (1) Accept the offer from Tenterfield Total Care in the amount of \$9,000.00 per annum plus GST with annual CPI increases from the first anniversary date of lease, for the duration of the lease agreement.
- (2) Commence drafting of a lease agreement for a five (5) year lease term with an option for a further five (5) years after that, to include minor internal maintenance as a responsibility of the lessee.
- (3) Commence the lease from 1 April 2023.

(Kim Rhodes/Peter Petty)

Motion Carried

Notes

18 Mar 2024 12:40pm Davidson, Tamai

Contact made with solicitors to check on progress from Total Care - awaiting their sign off on lease

20 Jul 2023 11:18am Melling, Elizabeth

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

20 Apr 2023 9:30am Davidson, Tamai

Request for lease sent to solicitors for drafting

Meeting	Date	Officer	Title	Target
Council 26/04/2023	26/04/2023	Francisco, Matthew	TENTERFIELD SHIRE COUNCIL LOCAL TRAFFIC COMMITTEE MEETING MINUTES THURSDAY 6 APRIL 2023	17/05/2023

58/23 Resolved that Council:

Receive and note the minutes of the Tenterfield Shire Council Local Traffic Committee meeting of 6 April 2023;

(1) And adopt the following recommendations from General Business a) thru c);

- (a) UNTAMED BORDER RUN – That Council offer no objection to the Killarney Show and Rodeo Society Inc to hold the Untamed Border Run event subject to Police approval and standard conditions;
- (b) CBD LOADING ZONE – That Council not install any further loading zone in the main CBD area along Rouse Street;

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Meeting	Date	Officer	Title	Target
			(c) LIGHT HORSE DRIVE – Council noted that maintenance of Light Horse Drive is not Council responsibility and that the issue be raised with Crown Lands to request road maintenance be undertaken for the benefit of Police vehicles and therefore the community. Motion Carried	

(Tom Peters/John Macnish)

Notes

19 Mar 2024 2:43pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

20 Jul 2023 11:17am Melling, Elizabeth

Contact from NSW Police to quote of repairs to pavement Sec 67

10 May 2023 4:09pm Counsell, David

Actions from minutes being programmed

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	MOLESWORTH STREET DRAINAGE PIPE EASEMENT	14/06/2023

67/23 Resolved that Council:

- (1) Agree to seek an easement over the drainage pipe in Lot 4 Molesworth Street and payment of any compensation of the affected land; and
- (2) Authorise the Chief Executive to approve any compensation amount once an independent valuation has been undertaken and execute any associated documents to finalise the easement.

(Peter Petty/Kim Rhodes)

Motion Carried

Notes

19 Mar 2024 2:44pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

20 Jul 2023 11:12am Melling, Elizabeth

Surveyor to amend plans after liaising with owners of land.

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	DISPOSAL OF DAMAGED STEEL STRUCTURE	14/06/2023

69/23 Resolved that Council agree to the disposal of the damaged steel structure as surplus scrap material.

(Greg Sauer/Peter Murphy)

Motion Carried

Notes

19 Mar 2024 2:44pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

12 Oct 2023 9:20pm Counsell, David

Asset is yet to be advertised for sale due to resourcing.

20 Jul 2023 11:11am Melling, Elizabeth

Inspection required for full description and access.

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	SHERRATT ROAD TORRINGTON - ROAD RESERVE ACQUISITION	14/06/2023

66/23 Resolved that Council:

- (1) Agree to commence investigations for the formalisation of a road reserve for Sherratt Road, Tomtoy Avenue and Eschman Lane, and

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Meeting	Date	Officer	Title	Target
			(2) Undertake necessary searches, survey and plan preparation for the compulsory acquisition of Crown Land to form public road reserves.	
(Tom Peters/Kim Rhodes)				
Motion Carried				
Notes				
19 Mar 2024 2:45pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				
12 Oct 2023 9:19pm Counsell, David Information being compiled for meeting with Crown Lands office.				
20 Jul 2023 11:12am Melling, Elizabeth Liaising with Crown Lands to determine surveyors scope.				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	MT LINDESAY ROAD BRYANS GAP ROAD LAND ACQUISITION	14/06/2023
64/23	Resolved that Council:			
	(1) Agree to commence investigation of the Mt Lindesay Road public road reserve with respect to proposed rehabilitation works near Bryans Gap Road, and			
	(2) Agree to the acquisition of land adjacent to Mt Lindesay Road for road widening purposes necessary for road rehabilitation, and			
	(3) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.			
(Tim Bonner/Kim Rhodes)				
Motion Carried				
Notes				
19 Mar 2024 2:45pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				
12 Oct 2023 9:15pm Counsell, David Surveyor boundary identification near the intersection has been completed. Further design work on hold pending Government review of funding grant.				
20 Jul 2023 11:16am Melling, Elizabeth Sent request to surveyor to confirm five boundary points.				

Meeting	Date	Officer	Title	Target
Council 24/05/2023	24/05/2023	Francisco, Matthew	MT LINDESAY ROAD – BOUNDARY ROAD LAND ACQUISITION	14/06/2023
65/23	Resolved that Council:			
	(1) Agree to commence investigation of Mt Lindesay Road for the purpose of detailed design of a future roundabout at Boundary Road intersection, and			
	(2) Agree to the acquisition of land adjacent to Mt Lindesay Road for the purpose of future roundabout construction, and			
	(3) Authorise the Chief Executive to execute any documents for the acquisition and to authorise payment of any compensation with the landowners.			
(Kim Rhodes/Tim Bonner)				
Motion Carried				
Notes				
19 Mar 2024 2:45pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

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Meeting	Date	Officer	Title	Target
12 Oct 2023 9:17pm		Counsell, David		
No further action to date due to resourcing levels - low priority as no capital works are funded in current program.				
20 Jul 2023 11:15am		Melling, Elizabeth		
Updating correspondence to landowners. Preparing brief for surveyor.				

Meeting	Date	Officer	Title	Target
Council 23/08/2023	23/08/2023	Francisco, Matthew	SUNNYSIDE HALL ROAD - PUBLIC GATE & VEHICLES BY-PASS APPLICATION	13/09/2023

134/23	<p>Resolved that Council:</p> <ol style="list-style-type: none"> (1) Approve the alteration of an existing public gate with a new grid (gate and vehicular by-pass) installation on Sunnyside Hall Road located 100m from Bruxner Way; and (2) Provide the applicant with Council Consent in accordance with Policy 2.162 subject to no objections being received. (3) Advertise the approval with proposed installation 1 month after advertising as required by the Roads Regulation 2008. <p style="text-align: right;">(Peter Petty/Tom Peters)</p> <p>Motion Carried</p>
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<p>Notes</p> <p>19 Mar 2024 2:46pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC</p> <p>12 Oct 2023 9:20pm Counsell, David No objections have been received and approval for installation is being prepared.</p> <p>19 Sep 2023 11:48am Ritchie, Hayley Advertised in Your Local News, Website. Submissions closed 13 September 2023.</p>
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Meeting	Date	Officer	Title	Target
Council 27/09/2023	27/09/2023	Marchant, Gillian	REPLACEMENT SIDE LOADER WASTE TRUCK	18/10/2023

175/23	<p>Resolved That Council:</p> <ol style="list-style-type: none"> (1) Note that market testing has been undertaken to ensure fairness, accountability and transparency and that substantial time has been consumed in tendering procedures and undertakings; and (2) Procure the project works in accordance with Local Government (General) Regulation 2021 - 178(3)(e) as detailed in the report; and (3) Delegate to the Chief Executive authority to negotiate within the approved upper limit budget of \$486,470 (incl gst), with other and award the contract to deliver the side loader truck waste tender. <p style="text-align: right;">(Peter Murphy/Kim Rhodes)</p> <p>Motion Carried</p>
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<p>Notes</p> <p>13 May 2024 3:50pm Marchant, Gillian Delivery expected in June 2024</p> <p>13 Apr 2024 8:21am Marchant, Gillian Waiting delivery</p> <p>17 Feb 2024 10:36am Marchant, Gillian Completed order raised</p> <p>10 Nov 2023 4:39pm Marchant, Gillian Negotiations continue</p> <p>13 Oct 2023 3:39pm Marchant, Gillian Negotiations underway</p>
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Meeting	Date	Officer	Title	Target
Council 25/10/2023	25/10/2023	Francisco, Matthew	REPORTS OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE COUNCIL - LOCAL TRAFFIC COMMITTEE - MEETING MINUTES - THURSDAY 5 OCTOBER 2023	15/11/2023

[199/23](#)

Resolved

That Council receive this report for Discussion

(Kim Rhodes/Tim Bonner)

Motion Carried

RECOMMENDATION

That the report and recommendations from the Tenterfield Shire Local Traffic Committee meeting of 5 October 2023 be received and noted.

RECOMMENDATIONS ARISING FROM MINUTES:

- **LIGHTING REQUEST IN ROUSE STREET (NEW ENGLAND HIGHWAY)**
Noted that Transport NSW will continue to progress this matter with new consultants.
- **DRAKE REVITALISATION – BRUXNER HIGHWAY**
Noted that Council staff will meet with Transport NSW staff in relation to the Bruxner Highway aspects of the project in Drake.
- **HIGH STREET BUS ZONE**
The Committee recommended that the existing bus zone be removed and that the two bus zone signs be removed.
- **AMOSFIELD ROAD ACCIDENT**
- Noted the accident details and recommended that an assessment be undertaken of curve signage along the road for any required maintenance and safety enhancement, particularly along Dalmoak Road.
- **STANTHORPE STREET CLOSURE, LISTON**
That no objection be made to a temporary closure of Stanthorpe Street in Liston for the event, subject to concurrence from Council staff and NSW police once documents are received to hold a public event, closing of road including traffic control arrangements, notification of the public by the organisers, public liability insurance and payment of any applicable fees and charges.
- **MT LINDESAY ROAD CULVERT**
That the committee recommended that the widening of the culvert be considered with any road formation upgrading through the village if external grant funding can be obtained for design or construction.
- **MT LINDESAY ROAD TREES**
It was noted that this would be referred to the works department to assess for any maintenance required to ensure the path of large vehicles is not obstructed.
- **MT LINDESAY ROAD SURFACE DEPRESSIONS**
It was noted that the works department has already been assessing these locations for a program of maintenance the correct the surface travel condition.
- **B DOUBLE ROUTE ASSESSMENTS**

The Committee recommended that if external grant funding can be obtained, assessment be undertaken of future B-Double Routes along the Regional Road Network within the Shire to identify any likely restrictions and opportunities.

Resolved

That Council receive this report for Discussion.

(Kim Rhodes/Tim Bonner)

Motion Carried

AMENDMENT

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			<ul style="list-style-type: none"> • Noted the accident details and recommended that an assessment be undertaken of curve signage along the road for any required maintenance and safety enhancement, particularly along Dalmoak Road. • STANTHORPE STREET CLOSURE, LISTON That no objection be made to a temporary closure of Stanthorpe Street in Liston for the event, subject to concurrence from Council staff and NSW police once documents are received to hold a public event, closing of road including traffic control arrangements, notification of the public by the organisers, public liability insurance and payment of any applicable fees and charges. • MT LINDESAY ROAD CULVERT That the committee recommended that the widening of the culvert be considered with any road formation upgrading through the village if external grant funding can be obtained for design or construction. • MT LINDESAY ROAD TREES It was noted that this would be referred to the works department to assess for any maintenance required to ensure the path of large vehicles is not obstructed. • MT LINDESAY ROAD SURFACE DEPRESSIONS It was noted that the works department has already been assessing these locations for a program of maintenance the correct the surface travel condition. • B DOUBLE ROUTE ASSESSMENTS The Committee recommended that if external grant funding can be obtained, assessment be undertaken of future B-Double Routes along the Regional Road Network within the Shire to identify any likely restrictions and opportunities. <p style="text-align: right;">(Bronwyn Petrie/Greg Sauer)</p> <p>Motion Carried</p>	

Notes

19 Mar 2024 2:46pm Melling, Elizabeth - Reallocation

Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC

Meeting	Date	Officer	Title	Target
Council 25/10/2023	25/10/2023	Francisco, Matthew	ROAD ASSET MANAGEMENT PLAN REVIEW	15/11/2023
<p>OFFICER'S RECOMMENDATION:</p> <p>That Council:</p> <ul style="list-style-type: none"> a) Note the draft Road Asset Management Plan October 2023 review; and b) Place the Road Asset Management Plan October 2023 review on public display on Council's website for 28 days to allow for any submissions to be considered; and c) That following the 28 day period, a further report be submitted to Council to consider submissions and to adopt a revised Road Asset Management Plan that complements Council's financial constraints for the ten year projections. <p>AMENDMENT:</p> <p>RECOMMENDATION:</p> <p>That the Road Asset Management Plan Review report be deferred to a future meeting of Council.</p> <p style="text-align: right;">(John Macnish/Tim Bonner)</p> <p><u>Amendment Carried</u></p> <p><u>Resolved</u> that the Road Asset Management Plan Review report be deferred to a future meeting of Council.</p> <p style="text-align: right;">(John Macnish/Tim Bonner)</p>				

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Meeting	Date	Officer	Title	Target
185/23			Motion Carried	
Notes 19 Mar 2024 2:46pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	HAWKINS GULLY BRIDGE	27/12/2023
254/23 5/23	Resolved that the Works & Services Committee recommend that an application be made under the Bridges Renewal Program to replace Hawkins Gully Bridge with a new two lane concrete bridge; and That Council allocate \$200,000 in the 2024/25 budget capital works to support a co contribution towards a grant application. (Tim Bonner/Peter Petty)			
Motion Carried				
Notes 19 Mar 2024 2:47pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	PLANT REPLACEMENT PROGRAM	27/12/2023
254/23 6/23	Resolved that the Works & Services Committee note the proposed plant disposals in the current financial year and plant replacement priorities subject to consolidation of funds into the plant replacement reserve; and That Council review the funding of Plant replacement in the December Quarterly Budget Review. (Peter Petty/Tim Bonner)			
Motion Carried				
Notes 19 Mar 2024 2:47pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	PEDESTRIAN ACCESS AND MOBILITY PLAN REVIEW	27/12/2023
254/23 2/23	Resolved that the : (1) Works Committee recommend the adoption of the revised Tenterfield Pedestrian Access and Mobility Plan (2023). (2) Works Committee recommend the removal of garden beds in Rouse Street from around electricity power poles. (Peter Petty/Tim Bonner)			
Motion Carried				
Notes 19 Mar 2024 2:47pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

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Meeting	Date	Officer	Title	Target
Tenterfield Shire Council - Works & Services Committee 6/12/2023	6/12/2023	Francisco, Matthew	TENTERFIELD BIKE PLAN	27/12/2023
254/23/3/23	Resolved that the Works & Services Committee recommend the adoption of the revised Tenterfield Bike Plan (2023). Motion Carried (Tim Bonner/Peter Petty)			
Notes 19 Mar 2024 2:48pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

Meeting	Date	Officer	Title	Target
Council 20/12/2023	20/12/2023	Francisco, Matthew	REPORT OF COMMITTEES & DELEGATES - TENTERFIELD SHIRE COUNCIL - LOCAL TRAFFIC COMMITTEE - MEETING MINUTES - THURSDAY 7 DECEMBER 2023	10/01/2024
253/23	Resolved that Council notes. (1) That the minutes of the Local Traffic Committee meeting held Thursday 7 December 2023 be adopted; and (2) That no objection be raised to the proposal to relocate the Manners Street Bay stop into Rouse Street adjacent to Bruxner Park, and that Council formally advise Transport NSW and NSW TrainLink of support for their Coach Stop Relocation Request; and (3) That Council install a 30-tonne gross mass limit to be applied on the Hawkins Gully Bridge located 1.6km along Billirimba Road; and (4) That Council raise no objection to the Killarney Border Ranges Trail Ride on 23 rd and 24 th March 2024 subject to NSW Police approval being obtained and standard conditions of compliance including traffic management and safety, as well as public liability insurance being held and (5) That Council request the applicant for proposed transport depot development for Lot 150 Western Boundary Road to submit detailed drawings of the proposed access intersection and further information to demonstrate how the operation will comply with Transport NSW suggestions including. a) A revised swept path for the largest design vehicle (B-Double) demonstrating site ingress from the northbound lane on Western Boundary Road can be accommodated is provided to Council's satisfaction; and b) It is successfully demonstrated that heavy vehicles originating from the New England Highway could feasibly perform a U-turn within the existing local road network. (Bronwyn Petrie/Peter Murphy) Motion Carried			
Notes 19 Mar 2024 2:48pm Melling, Elizabeth - Reallocation Action reassigned to Francisco, Matthew by Melling, Elizabeth - David Counsell no longer works for TSC				

Meeting	Date	Officer	Title	Target
Council 20/12/2023	20/12/2023	Marchant, Gillian	BOONOO BOONOO RFT	20/12/2023
244/23	Resolved that Council: Accept the tender of Townes Contracting for RFT 03 23/24 Tender - Boonoo Boonoo Landfill Cell 5, Leachate and Stormwater Construction for a contract total of \$3,600,421.55 inclusive of GST. (Peter Petty/Kim Rhodes) Motion Carried			
Notes				

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Meeting	Date	Officer	Title	Target
07 Jun 2024 4:20pm Marchant, Gillian				
Soil testing undertaken, stockpile area drafted, base station GPS engaged				
13 May 2024 3:51pm Marchant, Gillian				
Environmental survey, Drone survey-completed				
13 Apr 2024 8:21am Marchant, Gillian				
Onsite meetings and preparation planning				
17 Feb 2024 10:38am Marchant, Gillian				
Initial meetings held contract completed				

Meeting	Date	Officer	Title	Target
Council 20/12/2023	20/12/2023	Davidson, Tamai	TENTERFIELD BAND HALL	10/01/2024

241/23	<p>Resolved that Council:</p> <ol style="list-style-type: none"> (1) Accept the return of the Band Hall offer from Leechs Gully Progress Association; (2) Request the Leechs Gully Progress Association withdraw Development Application 2023.075 for the Removal of the Band Hall from 12 Crown Street, Tenterfield. (3) Raise no objection to Leechs Gully Progress Association amending existing Development Application 2023.076 for the erection of a hall on the site at Leechs Gully Road, Tenterfield at no further cost to Council. (4) Utilise the funds not expended by Leechs Gully Progress Association to undertake priority repairs to the building. (5) Seek Expressions of Interest for the use of the hall. <p>AMENDMENT</p> <ol style="list-style-type: none"> (5) Seek Expressions of Interest for the community use of the hall. <p style="text-align: right;">(Peter Murphy/Greg Sauer)</p> <p>Amendment Lost. <i>The original Motion was put.</i></p> <p style="text-align: right;">(Geoff Nye/Peter Petty)</p> <p>Motion Carried</p>
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<p>Notes</p> <p>18 Mar 2024 12:39pm Davidson, Tamai scope of works prepared for builders to provide quotes</p> <p>17 Jan 2024 8:54am Melling, Elizabeth Leech's Gully Progress Association advised by email of the above and requested to withdraw the DA. Inspection scheduled in January to identify priority works to request quotes from local builders. Expressions of interest to be sought after priority works completed.</p>
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Meeting	Date	Officer	Title	Target
Council 28/02/2024	28/02/2024	Marchant, Gillian	URBENVILLE, MULLI MULLI, WOODENBONG - URBENVILLE WATER SUPPLY PROJECT LAGOON CONSTRUCTION TENDER	20/03/2024

32/24	<p>Resolved that Council:</p> <ol style="list-style-type: none"> (1) Note that market testing has been undertaken to ensure fairness, accountability and transparency and that substantial time has been consumed in tendering procedures and undertakings; and (2) Procure the project works in accordance with Local Government (General) Regulation 2021 - 178(3)(e) as detailed in the report; and (3) Delegate to the General Manager authority to negotiate with other tenderers and award a contract to deliver the Urbenville lagoon and reticulation construction tender RFT 06-23/24. <p style="text-align: right;">(Kim Rhodes/Peter Murphy)</p>
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Meeting	Date	Officer	Title	Target
			<u>Motion Carried</u>	

Notes

07 Jun 2024 4:19pm Marchant, Gillian
Granted extension of time and funding, project re-commencing

13 May 2024 3:52pm Marchant, Gillian
Discussions continue-requested updated

13 Apr 2024 8:19am Marchant, Gillian
Discussions with Newgrid Grant Funders (State and Federal) continue

Meeting	Date	Officer	Title	Target
Council 27/03/2024	27/03/2024	Wilcox, Glenn	TENTERFIELD SHIRE COUNCIL - DRAFT BUDGET REPORT 2024/2025	17/04/2024

48/24	<p><u>Resolved</u> that Council:</p> <ol style="list-style-type: none"> (1) That the Draft Operational Budget for 2024/25 be endorsed by Council and included in Council's Delivery Program for 2024/25 to 2027/28, and that it be placed on public exhibition for a period of twenty-eight (28) days seeking written public comment, (2) That Council prepare an application for a cumulative Special Rate Variation (SRV) and seek approval from IPART for the SRV to be effective from 2025/2026 to address anticipated Operating result deficits and requirements for future maintenance of infrastructure assets, and that the SRV application is applied cumulatively over a seven (7) year period to reduce the cost burden on ratepayers noting that the total increase of the proposed SRV may increase General rates by over 100%. (3) That Council commence the preparation of the Special Rate Variation (SRV) community consultation documentation with suitable consultants for public presentation and discussion between July and September 2024. (4) That Council identify the preferred Special Rate Variation (SRV) percentage to ensure long term financial management of assets prior to public presentation. (5) That the SRV application is prepared on the basis that a maximum amount of the SRV funding is to cover the maintenance and capital costs for bridges into the future. (6) Council will take all reasonable actions to reduce actual rates levied to levels below the approved SRV for each financial year. (7) That Council recognises and develops a Loan Policy that set outs staff and Councillor reporting requirements before any loan is included within future financial plans and that a Council resolution is required relating to the loan application and program applied in an open Council meeting. (8) That the existing Council Overdraft facility can only be drawn on following a resolution of Council and that the General Manager must provide a report identifying why the Overdraft is required and justification for the change to any approved budget area. (9) That Council develop and maintain an unallocated cash position of \$3,000,000 as a minimum with an average unallocated cash restriction of \$5,000,000 and that Council develop and approve a policy to ensure that a minimum cash at hand complies with the policy. (10) That Council decrease its Overdraft facility from \$5million to \$0.5million over the next 5 years to reflect the increase in unallocated cash at hand and to reduce long term risks and costs of holding a bank overdraft. (11) That Council note that the 2024/25 budget has been developed on a maximum staff full time equivalent (FTE) of 82 persons and that further staff numbers will be managed to allow an Internal to external staff split of approximately 35-40 to 60-65%. Further that future redundancy of staff may be required in the development of a new staffing structure.
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OUTSTANDING ACTIONS REPORT

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Date From:
Date To:

Division:
Committee:
Officer:

Meeting	Date	Officer	Title	Target
			<p>(12) That Council undertake a review of all plant (heavy and light) to develop a long-term plant requirement and replacement policy.</p> <p>(13) That Council undertake a comprehensive review of the asset values, maintenance levels and long-term asset costs to ensure that the long-term financial plans are not accumulating additional costs and inaccurate expenditure needs, and</p> <p>(14) That Council review its long-term service obligations, the community needs and the resourcing options including the use of external service providers to manage its accumulated costs and rate variations into the future.</p> <p>(15) That Council include in the Draft Budget Capital Expenditure items for Drake Community Hall with grant funding to be sought including installation of air conditioning, skillion roof, bathroom reconfiguration for the installation of a shower, lights, fans and solar panels to allow use as an emergency evacuation centre.</p> <p>(16) Develop a Grant Application Policy.</p> <p style="text-align: right;">(Peter Petty/Peter Murphy)</p> <p><u>Motion Carried</u></p>	

Notes

13 May 2024 2:09pm Melling, Elizabeth

Some community input received. Will be reported to the June 2024 Ordinary Council Meeting.

18 Apr 2024 10:09am Melling, Elizabeth

Placed on Councils website and hard copies available throughout the Progress Associations, Library and Administration Building.
28 Days for feedback

Meeting	Date	Officer	Title	Target
Council 27/03/2024	27/03/2024	Marchant, Gillian	INTEGRATED WATER CATCHMENT MANAGEMENT TENDER/S AWARD	17/04/2024
56/24			<p><u>Resolved</u> that Council:</p> <p>(1) Note the Department of Planning and Environment assessed the Integrated Water Catchment Management tender/s, and that</p> <p>(2) Procurement of these project work/s is under Section 55 (3) (b) of the Local Government Act 1993, and</p> <p>(3) Award the Tender to Public Works Advisory for the upper limit fee of \$1,031,827, noting that Council will be responsible for funding 25% of this amount.</p> <p style="text-align: right;">(Greg Sauer/Peter Petty)</p> <p><u>Motion Carried</u></p>	

Notes

17 Jun 2024 3:04pm Melling, Elizabeth

Signed by General Manager.

07 Jun 2024 4:17pm Marchant, Gillian

Waiting for GM signature

13 May 2024 3:57pm Marchant, Gillian

Letters completed, PO raised to engage.

Meeting	Date	Officer	Title	Target
Council 27/03/2024	27/03/2024	Wilcox, Glenn	NEW ENGLAND WEEDS AUTHORITY - TRIAL	17/04/2024
45/24			<p><u>Resolved</u> that Council:</p> <p>(1) That Council enter into a one-year trial with New England Weeds Authority (New England Weeds County Council) subject to negotiation of staffing and other resources being managed and protected during the trial period, with quarterly reporting, and</p>	

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Meeting	Date	Officer	Title	Target
			(2) To transfer all grant and other operational funding to the County Council for the agreed period. Motion Carried	(Peter Petty/Kim Rhodes)

Notes
17 Jun 2024 3:03pm Melling, Elizabeth
 Received letter and telephone call from Tim Weeks - NEWA. General Manager is awaiting the fallout of what happens next.
20 May 2024 11:44am Melling, Elizabeth
 NE Weeds Authority Board of Directors dismissed. Have written to NE Weeds Authority seeking clarification regarding their situation.
13 May 2024 2:03pm Melling, Elizabeth
 Informal information received from staff regarding NE Weeds Authority's current standing. Have written to NE Weeds Authority to seek clarification.
18 Apr 2024 10:01am Melling, Elizabeth
 Awaiting contract to sign
18 Apr 2024 10:00am Melling, Elizabeth
 Letter & phone call - written to Tim Weeks - Weeds Authority with Council's decision.

Meeting	Date	Officer	Title	Target
Council 27/03/2024	27/03/2024	Mills, Bruce	TENTERFIELD CHILDCARE CENTRE - LEASE RENEWAL OPTIONS	17/04/2024

43/24 Resolved that Council:

- (1) Accept the rent offer of \$20,000 for one year, noting that sewer and water charges and cosmetic maintenance/improvements will be the responsibility of the Tenterfield Childcare Centre and Council will be responsible for rates and structural maintenance of the council owned building, and
- (2) Renew the existing Lease to reflect the increase in rent with Tenterfield Childcare Centre, and
- (3) Continue to negotiate with Tenterfield Childcare Centre on a Lease-to-Buy Agreement that may include the purchase of Records House (134 Manners St) as well as 132 Manners St.

(Kim Rhodes/Geoff Nye)

Motion Carried

Notes
13 Jun 2024 11:23am Melling, Elizabeth
 Repairs completed. Lease signed and finalised.
01 May 2024 12:01pm Mills, Bruce
 TCCC has advised of urgent repairs needed to main building to maintain accreditation. Property officer has sought quotes from builder(s) for the repairs and is waiting for quote(s) to be prepared.
18 Apr 2024 10:03am Melling, Elizabeth
 Officer has contacted TCCC several times about signing new lease. TCCC committee secretary says she has told all, run past all committee, but has not advised when this will happen. Asked again 16.4.24.

Meeting	Date	Officer	Title	Target
Council 27/03/2024	27/03/2024	Marchant, Gillian	WASTE VOUCHERS	17/04/2024

1/24 OFFICER'S RECOMMENDATION:

That Council:

- (1) Remove Waste Vouchers for rate-payers from 2024/2025 onwards, and
- (2) Honour any Vouchers issued for the three-year statutory period from 2021/22 financial year.

(Kim Rhodes/Greg Sauer)

AMENDMENT:

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Officer:

Meeting	Date	Officer	Title	Target
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			<p>That Council:</p> <ol style="list-style-type: none"> (1) Honour all Vouchers issued for a three-year statutory period from 2021/22 financial year. (2) All Vouchers have a three year life from 2024/2025. (3) Investigate an alternative means of providing service covered by the existing Voucher. <p style="text-align: right;">(Peter Murphy/Tim Bonner)</p> <p><u>Amendment Carried</u></p>	
Resolved that Council:				
			<ol style="list-style-type: none"> (1) Honour all Vouchers issued for a three-year statutory period from 2021/22 financial year. (2) All Vouchers have a three year life from 2024/2025. (3) Investigate an alternative means of providing service covered by the existing Voucher. <p style="text-align: right;">(Peter Murphy/Tim Bonner)</p> <p><u>Motion Carried unanimously</u></p>	

<p>Notes 07 Jun 2024 4:18pm Marchant, Gillian Documentation completed for addition with rates notices 13 May 2024 3:55pm Marchant, Gillian Forms in design, meetings held. 18 Apr 2024 10:01am Melling, Elizabeth Meeting conveyed to progress this issue.</p>
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Meeting	Date	Officer	Title	Target
Council 24/04/2024	24/04/2024	Mathers, Lee	TENTERFIELD PUBLIC LIBRARY SERVICE REVIEW	15/05/2024

60/24			<p>Resolved that Council:</p> <ol style="list-style-type: none"> (1) Receives and notes the Report; (2) Library staff develop and implement staged actions over the medium term to: <ul style="list-style-type: none"> • Review services and hours of operation - to be reported back to the May 2024 Ordinary Council Meeting. • Investigate a potential mobile library. • Promote library services. • Increase membership. • Implement participation engagement programs i.e., libraries as creative spaces and life-long learning. • Enhance services for Aboriginal and Torres Strait Islander Peoples and other culturally and linguistically diverse groups. • Collection development and management priorities of renewal and acquisition, increase culturally diverse offerings, digital local studies assets incorporated into catalogue. (3) A progress Library Service Review be undertaken within three (3) years to review and assess progress on medium term outcomes and setting future strategic priorities in alignment with Councils Delivery Program and Operational Plans, Long Term Financial Plan and Workforce Management Strategy. 	
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Officer:

Meeting	Date	Officer	Title	Target
			(Geoff Nye/Kim Rhodes)	
<u>Motion Carried</u>				

Notes
12 Jun 2024 10:56am Melling, Elizabeth
 Staff developed information for Councillor Workshop 12 June 2024.
13 May 2024 2:02pm Melling, Elizabeth
 Staff will develop review information for a later Councillor Workshop. Timeframe on reduced staff numbers too short for May 2024.

Meeting	Date	Officer	Title	Target
Council 22/05/2024	22/05/2024	Melling, Elizabeth	SECONDARY EMPLOYMENT - GENERAL MANAGER	12/06/2024

88/24 **OFFICER'S RECOMMENDATION:**

That Council:

Commensurate with the provision of Section 353 (1) of the Local Government Act 1993,

(1) Provides approval for the General Manager, to continue to engage in working with some of his clients providing coaching, mentoring and family systems therapy on a fee per hour basis, on condition that he does not engage any clients within the Tenterfield Shire Council's area of jurisdiction, and his private endeavour does not impact his capacity to deal with his Council work load.

(Peter Murphy/Tim Bonner)

Amendment
 That Council:

Commensurate with the provision of Section 353 (1) of the Local Government Act 1993,

(1) Provides approval for the General Manager, to continue to engage in working with some of his clients providing coaching, mentoring and family systems therapy on a fee per hour basis, on condition that he does not engage any clients within the Tenterfield Shire Council's area of jurisdiction, his private endeavour does not impact his capacity to deal with his Council work load; and total hours worked do not exceed 200hrs per financial year.

(Peter Murphy/Tim Bonner)

Amendment Carried

Resolved that Commensurate with the provision of Section 353 (1) of the Local Government Act 1993,

(1) Provides approval for the General Manager, to continue to engage in working with some of his clients providing coaching, mentoring and family systems therapy on a fee per hour basis, on condition that he does not engage any clients within the Tenterfield Shire Council's area of jurisdiction, his private endeavour does not impact his capacity to deal with his Council work load; and total hours worked do not exceed 200hrs per financial year.

(Peter Murphy/Tim Bonner)

Motion Carried

Notes
12 Jun 2024 10:53am Melling, Elizabeth
 Letter drafted for the Mayor to sign.

Meeting	Date	Officer	Title	Target
Council 22/05/2024	22/05/2024	Murphy, Peter	NOTICE OF MOTION - CROSS BORDER ACTIVATION HUB	12/06/2024

89/24 **Resolved** that Council:

Pursuant to the Southern Downs Regional Council and Tenterfield Shire Council Memorandum of Understanding Cross Border Collaborative Working Arrangement,

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Officer:

Meeting	Date	Officer	Title	Target
			<p>(1) Tenterfield Shire Council fully supports, in principle, the creation, development and promotion of a Cross Border activation Hub centred on the reopened Railway Precincts of Jennings and Wallangarra, without committing to any staffing or funding thereof.</p> <p>(2) Tenterfield Shire Council recommend to the South Downs Regional Council that it fully support, in principle, the creation, development and promotion of a Cross Border Activation Hub centred on the reopened Railway precincts of Wallangarra and Jennings, without committing to any staffing or funding thereof.</p> <p style="text-align: right;">(Peter Murphy/John Macnish)</p> <p><u>Motion Carried</u></p>	

Notes

12 Jun 2024 10:54am Melling, Elizabeth

Letter drafted, approved and sent to Dave Burges CEO of SDRC.

Appointment sought from SDRC staff to meet either in person or Zoom to discuss the proposal before CEO responds.

Meeting	Date	Officer	Title	Target
Council 22/05/2024	22/05/2024	Jones, Roy	QUARTERLY BUDGET REVIEW STATEMENT - MARCH 2024	12/06/2024
85/24	<p><u>Resolved</u> that Council:</p> <p>Adopts the March 2024 Quarterly Budget Review Statement and recommendations therein that:</p> <p>(1) No additional operating or capital expenditure outside of the recommendations in this review be approved by Council unless they are offset by other savings (e.g. with road works such as re-sheeting, with a plan to reduce maintenance costs) or grant funded, and even then only where there will be no additional operating costs as a result of the expenditure i.e. if capital related expenditure, it should be for the replacement of existing assets only, not new assets.</p> <p>(2) Acknowledges the ongoing governance and treasury management difficulties Council faces with the current structure of many grant and disaster funding payments, and advocates for changes to the timing of these cash payments from State and Federal governments.</p> <p>(3) Council continues to explore increases in operational income by considering selling assets and reassessing commercial lease agreements to increase cash flow to meet requirements for the financial year in line with the original budget.</p> <p style="text-align: right;">(Peter Murphy/Geoff Nye)</p> <p><u>Motion Carried</u></p>			
Notes				

Meeting	Date	Officer	Title	Target
Council 22/05/2024	22/05/2024	Mills, Bruce	LEASE OF THE FORMER VISITOR'S INFORMATION CENTRE	12/06/2024
74/24	<p><u>Resolved</u> that Council:</p> <p>(1) Accepts the Salvation Army Australia Territory – Tenterfield branch's offer to lease the building at 157 Rouse Street, Tenterfield for an amount of \$30,000 pa (with a fixed increase of 3% per year) from 1 July 2024, with monthly lease payments to start from 1 October 2024 for three (3) years with the option to extend the lease term for a further two (2) terms of three (3) years each, provided that the lessee is responsible for all rates and utility charges i.e. water, sewer, waste and electricity.</p> <p>(2) Delegates the authority to the General Manager to execute the necessary lease agreement with the Salvation Army Australia Territory – Tenterfield branch; provided that this agreement makes provision for the lease to be terminated by both parties after the first three (3) year term if the arrangement is found to be unsatisfactory or circumstances change; further to ensure that the Lease agreement</p>			

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Meeting	Date	Officer	Title	Target
			provides that the garden beds be properly maintained by the lessee and all donation bins be located discreetly at the rear of the Visitor Information Centre (VIC) building.	
			(3) Requests the General Manager to make arrangements for the "i" information sign on the building located at 157 Rouse Street Tenterfield, to be removed.	
			(Kim Rhodes/Geoff Nye)	
			<u>Motion Carried</u>	

Notes

12 Jun 2024 10:03am Melling, Elizabeth

Officer has been dealing with Salvation Army property managers to finalise heads of agreement and lease for the former Visitors' Information Centre.

Meeting	Date	Officer	Title	Target
Council 22/05/2024	22/05/2024	Mills, Bruce	UPDATE ON NEGOTIATIONS WITH TEN FM MANAGEMENT - 142 MANNERS ST, TENTERFIELD.	12/06/2024
<u>75/24</u>			<u>Resolved</u> that Council:	
			(1) Notes the update on negotiations on the Lease of 142 Manners Street, Tenterfield.	
			(2) Accepts Ten FM Committee's offer to renew its Lease on 142 Manners St, Tenterfield for a rental fee of \$250.00 per week, plus the water, sewerage, electricity and garbage removal charges applicable to the premises for a period of thirteen (13) months – starting on 1 June 2024 and terminating on 30 June 2025.	
			(3) Delegates the authority to the General Manager to execute the necessary lease documents and enter into a Lease Agreement with Ten FM.	
			(4) Urges the Ten FM management to investigate their options during the course of the lease term; whether they would like to purchase the house located at 142 Manners Street, pay a commercial rent for this premises, or move to another location.	
			(5) Further, that the Ten FM management communicates in writing their clear future intention to Council by no later than 31 January 2025.	
			(Kim Rhodes/Geoff Nye)	
			<u>Motion Carried</u>	

Notes

12 Jun 2024 10:04am Melling, Elizabeth

Officer has finalised lease - which has been signed by Council and Ten FM president.