



QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE

MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 24 APRIL 2024

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", 247 Rouse St, Tenterfield NSW 2372 on Wednesday 24 April 2024 commencing at 9.30 am

ATTENDANCE

Councillor Bronwyn Petrie (Mayor)
Councillor John Macnish (Deputy Mayor)
Councillor Tom Peters
Councillor Kim Rhodes
Councillor Greg Sauer
Councillor Geoff Nye
Councillor Peter Murphy

ALSO IN ATTENDANCE

General Manager (Hein Basson)
Executive Assistant & Media (Elizabeth Melling)
Acting Chief Corporate Officer (Roy Jones)
Director Infrastructure (Matthew Francisco)

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.

A handwritten signature in black ink, appearing to be 'D. Jones', is located in the bottom right corner of the page.

COMMUNITY CONSULTATION (PUBLIC ACCESS) Nil.

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

"Tenterfield Shire Council would like to acknowledge the Ngarabal people, the traditional custodians of this land that we are meeting on today, and also pay our respect to the Jukembal, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people."

APOLOGIES

58/24 **Resolved** that Council accepts the apologies of Councillor Peter Petty and Tim Bonner.

(Greg Sauer/Geoff Nye)

Motion Carried

DISCLOSURE & DECLARATIONS OF INTEREST

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

Name	Type	Item
Nil.		

(ITEM MIN6/24) CONFIRMATION OF PREVIOUS MINUTES

59/24 **Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 27 March 2024



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

(Kim Rhodes/Greg Sauer)

Motion Carried

TABLING OF DOCUMENTS

Nil.

URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS

Nil.

MAYORAL MINUTE

Item 1 - MEMORIAL GARDEN IN TENTERFIELD PARK

I have been approached this week by TenterLIFE requesting that Council considers the construction of a Memorial Garden in the eastern end of Tenterfield Park.

TenterLIFE Suicide Prevention Network Inc is a group of concerned community members who want to create awareness for the prevention of suicide and reduce the stigma associated with mental illness.

TenterLIFE is applying for a grant from Wesley Mission – LifeForce which closes on the 30th April, thus the urgency. This grant is to deliver a project focussed on grief and loss for the community.

The TenterLIFE proposal is the creation of a Memorial Garden comprised of native flowering plants indigenous to the Tenterfield area where community members can go for some peaceful reflection on their loved ones who have passed in a quiet natural setting, with construction of a shelter and bench seat for contemplation. The shelter would be constructed of natural timber with a rustic tin roof to blend in with the surroundings and the bench seat would be live edge timber sourced and made locally. TenterLIFE also envisage small memorial plaques could potentially be affixed on the uprights of the shelter to commemorate the lives lost of family and friends.

Following the presentation to Council by Granite Borders Landcare and Tenterfield Naturalists last week this project would fit into their work and vision for the eastern end of the Park and also potentially assist with new volunteers.

Therefore I ask Council's support to provide TenterLIFE a supporting letter for their grant application and permission to construct the Memorial Garden in consultation with Tenterfield Naturalists, and permission to construct the shelter providing of course that said construction abides by Council's due processes.

Cr Bronwyn Petrie

Mayor

Carried unanimously



OPEN COUNCIL REPORTS

Lee Mathers – Manager Arts, Culture And Library Services entered the meeting, the time being 9.43am. She played a brief summary video of the Libraries Youth Week 2024 activities.

OUR COMMUNITY

(ITEM COM2/24) TENTERFIELD PUBLIC LIBRARY SERVICE REVIEW

SUMMARY

The purpose of this report is to provide the reporting outcomes of the Library Service Review. The review consisted of a Library User Satisfaction Survey facilitated by Council staff and an assessment review conducted by the State Library of NSW with reference to State Library Annual reporting statistics and the NSW Public Library Standards (Living Learning Libraries) benchmarks.

60/24

Resolved that Council:

- (1) Receives and notes the Report;
- (2) Library staff develop and implement staged actions over the medium term to:
 - 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.

(Geoff Nye/Kim Rhodes)

Motion Carried

AMENDMENT

Defer ITEM COM2/24 TENTERFIELD PUBLIC LIBRARY SERVICE REVIEW to a future councillor workshop discussion. Then bring this item to a future council meeting – May 2024.

(Peter Murphy/)

Amendment lapsed

Lee Mathers – Manager Arts, Culture And Library Services left the meeting, the time being 10.19am.

OUR ECONOMY

Nil.

OUR ENVIRONMENT

Nil.

OUR GOVERNANCE

(ITEM GOV27/24) MONTHLY OPERATIONAL REPORT FOR MARCH 2024

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 2023/2024 Operational Plan.

61/24 **Resolved** that Council:

Notes the status of the Monthly Operational Report for March 2024.

(Kim Rhodes/Greg Sauer)

Motion Carried

(ITEM GOV28/24) FINANCE & ACCOUNTS - PERIOD ENDED 31 MARCH 2024

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.

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

62/24 **Resolved** that Council notes the Finance and Accounts Report for the period ended 31 March 2024.

(Geoff Nye/Kim Rhodes)

Motion Carried



SUSPENSION OF STANDING ORDERS

63/24 **Resolved** that standing orders be suspended.

(Kim Rhodes/Peter Murphy)

Motion Carried

The meeting adjourned for morning tea, the time being 10.59 am.

The meeting reconvened, the time being 11.36 am.

RESUMPTION OF STANDING ORDERS

64/24 **Resolved** that standing orders be resumed.

(Greg Sauer/Kim Rhodes)

Motion Carried

(ITEM GOV29/24) REPORT ON LOAN BALANCES 31 MARCH 2024

SUMMARY

The purpose of this Report is to inform Council of its loan balances as at 31 March 2024.

65/24 **Resolved** that Council notes the loan balance as at 31 March 2024 was \$20,190,432.82 (\$20,607,338.08 as at 31 December 2023).

(Kim Rhodes/Tom Peters)

Motion Carried

(ITEM GOV30/24) CAPITAL EXPENDITURE REPORT AS AT 31 MARCH 2024

SUMMARY

The purpose of this report is to show the Year-to-date (YTD) financial progress of Capital Works projects against the budget.

66/24 **Resolved** that Council notes the Capital Expenditure Report for the period ended 31 March 2024.

(Kim Rhodes/Tom Peters)

Motion Carried



(ITEM GOV32/24) CIVIC OFFICE - UPDATE OF POLICY -COUNCILLOR'S ACCESS TO INFORMATION AND INTERACTION WITH STAFF POLICY

SUMMARY

The purpose of this report is to update the listed policy to be aligned with current staff.

67/24

Resolved that Council:

- (1) Adopts the updated policy – "Councillors Access to Information and Interaction with Staff Policy" with the following amendment:-
"The General Manager may amend the names to reflect the Council's Executive Leadership team" to both Schedule 1 – Clause 1 and Part 6 – Access to Council staff 6.1.1. "

(Geoff Nye/Peter Murphy)

Motion Carried

(ITEM GOV31/24) EXECUTIVE POSITIONS - MURRAY DARLING ASSOCIATION

SUMMARY

The purpose of this report is to seek Council endorsement for Council delegates on the Murray Darling Association to nominate for the positions of Chair or as an Executive Committee member.

68/24

Resolved that Council:

- (1) Endorses the nomination of Council delegate Cr Greg Sauer for the position of Chair or Executive Committee member of the Murray Darling Association, Region 11;
- (2) Notes nominations to be lodged with the Returning Officer prior to the Annual General Meeting to be held on Thursday 16 May 2024.
- (3) Approves Cr Greg Sauer's attendance at the Murray Darling Association - Annual General Meeting to be held at Tamworth July 2024.

(Kim Rhodes/Peter Murphy)

Motion Carried

REPORTS OF DELEGATES & COMMITTEES

Mayor Bronwyn Petrie gave a verbal report from the recent BROCC meeting held in Stanthorpe. *(written report to be provided)*

NOTICES OF MOTION

Nil.



RESOLUTION REGISTER

(ITEM RES3/24) COUNCIL RESOLUTION REGISTER - MARCH 2024

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.

69/24 **Resolved** that Council notes the status of the Council Resolution Register to March 2024.

(Peter Murphy/Greg Sauer)

Motion Carried

CONFIDENTIAL BUSINESS

Nil.

MEETING CLOSED

There being no further business the Mayor declared the meeting closed at 12.13pm.


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Councillor Bronwyn Petrie
Mayor/Chairperson