



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 18 DECEMBER 2024**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the "Koreelah Room", 247 Rouse St, Tenterfield NSW 2372 on Wednesday 18 December 2024 commencing at 9.30 am

### **ATTENDANCE**

Councillor Bronwyn Petrie (Mayor)  
Councillor Greg Sauer (Deputy Mayor)  
Councillor Owen Bancroft  
Councillor Tim Bonner (via ZOOM)  
Councillor Peter Murphy  
Councillor Tom Peters  
Councillor Peter Petty  
Councillor Gregory Purcell  
Councillor Kim Rhodes  
Councillor Roger Turner

### **ALSO IN ATTENDANCE**

General Manager (Hein Basson)  
Acting Executive Assistant & Media (Heather Grasso)  
Director Corporate Services (Liz Alley)  
Director Infrastructure Services (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.*

## COMMUNITY CONSULTATION (PUBLIC ACCESS)

### 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 Jukemba, Bundjalung, Kamilaroi, Githabul and Wahlubul people of our Shire, and extend our respect to all people."*

### APOLOGIES

196/24

#### Resolved

**That Council notes that there were no apologies received, however, that since Cr Tim Bonner is unwell, approval be granted for him to attend and participate in the meeting via ZOOM link.**

(Greg Sauer/Kim Rhodes)

#### Motion Carried

### DISCLOSURE & DECLARATIONS OF INTEREST

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

Name	Type	Item
NIL		

**(ITEM MIN15/24) CONFIRMATION OF PREVIOUS MINUTES**

197/24

**Resolved**

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

- **Ordinary Council Meeting – 27 November 2024**

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

(Peter Petty/Owen Bancroft)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

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

Model Code of Conduct Complaints Statistics – Item by the Director Corporate Services

**MAYOR MINUTE**

Nil.

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

**OUR ECONOMY**

**(ITEM ECO9/24) REGIONAL PRECINCTS AD PARTNERSHIP PROGRAM: COUNCIL PARTICIPATION**

**SUMMARY**

The purpose of this report is for Council to note the initiative to form a Regional Precincts Partnership Planning Advisory Committee between Council, the Tenterfield Chamber Tourism Group and a "Working Group" (consisting of professional services) as a framework to work towards attracting funding from the Regional Precincts and Partnership Program for the Tenterfield Shire community, and for Council to nominate the General Manager as Council's delegate onto this mentioned Advisory Committee and for the Mayor to attend meetings in the absence of the General Manager.

**PROPOSED AMENDMENT:**

That Council:

Declines the initiative to form a Regional Precincts Partnership Planning Advisory Committee between Council, the Tenterfield Chamber Tourism Group and a "Working Group" (consisting of professional services including Angry Bull Trails Limited and Digital Giraffe Marketing and Consulting) as a framework to

work towards attracting funding from the Regional Precincts and Partnership Program for the Tenterfield Shire community.

(Peter Murphy/Gregory Purcell)

The proposed amendment to the motion, when put to the vote, was lost by 4 votes to 6.

198/24

### **Resolved**

#### **That Council:**

- 1. Notes the initiative to form a Regional Precincts Partnership Planning Advisory Committee between Council, the Tenterfield Chamber Tourism Group and a "Working Group" (consisting of professional services including Angry Bull Trails Limited and Digital Giraffe Marketing and Consulting) as a framework to work towards attracting funding from the Regional Precincts and Partnership Program for the Tenterfield Shire community.**
- 2. Nominates the General Manager as Council's delegate onto this above-mentioned Advisory Committee and for the Mayor to attend Advisory Committee meetings in the absence of the General Manager.**

(Kim Rhodes/Peter Petty)

A division of votes was called for, the outcome of which was as follows:

For the Motion were Councillors B Petrie, G Sauer, O Bancroft, TB Bonner, PP Petty and K Rhodes Total (6).

Against the Motion were Councillors PM Murphy, TP Peters, GP Purcell and RT Turner Total (4).

### **Motion Carried**

## **OUR ENVIRONMENT**

## **OUR GOVERNANCE**

### **(ITEM GOV101/24) IDENTIFICATION OF CORE AND NON-CORE FUNCTIONS FOR A FINANCIALLY SUSTAINABLE LOCAL GOVERNMENT MODEL**

#### **SUMMARY**

The purpose of this report is for Council to, given its particular financial position and partial implementation of its Fiscal Repair Strategy, consider what its core functions should be going forward as an important step for the development of a new suite of Integrated Planning and Reporting documents – in order for these

identified functions to provide meaningful structure to future strategies, objectives and actions.

199/24

**Resolved**

**That Council**

**1. Adopts the following list of core and non-core functions for purposes of providing meaningful structure for the development of a new suite of Integrated Planning and Reporting documents, which suite of documents will direct Council's objectives, strategies and actions over the next four (4) years:**

**Core Functions:**

Compulsory Everyday Doing:

- Infrastructure
  - Transport
    - Roads
    - Bridges
    - Culverts
    - Causeways
    - Signage
    - Parking
  - Stormwater
  - Water
  - Sewerage
  - Waste
  - Plant & Fleet
- Regulatory (including pound)
- Governance
- Strategic Planning (IP&R)
  - Community Strategic Plan
  - Delivery Program and Operational Plans
  - Asset Management Plans
  - Workforce (& Wellbeing) Plan
  - Long Term Financial Plan
- Budgets & Financial Administration
  - Revenue Raising
    - Rates
    - Fees & Charges
    - Non-competitive Grants
    - Competitive Grants (Application & Administration)
  - Expenditure
- Audit, Risk & Improvement Committee
- Customer Service
- Information Technology
- Planning & Building
- Crown Lands Management
- Cemeteries

- Communications
- Emergency Management
- Work Health & Safety
- Other Compulsory Compliance Obligations not mentioned
- Other Legislative Obligations not mentioned

**Non-Core Functions:**

Everyday Doing – Acknowledging Community Service Obligations:

- Infrastructure
  - Swimming Pool
  - Sporting Fields
  - Parks & Gardens – including Public Toilets
  - Buildings – including Public Halls & Leases
  - CCTV – CBD and Specific Parks
- Attractive Visitor Economy Environment
  - Parks & Gardens
  - Public Toilets
  - Tourism Signage
  - Parking (adequate to cater for tourists)
  - Traffic Control Assistance & Garbage Removal with Events (captured as donations for specific events)
- Library
- Saleyards
- School of Arts – Joint Management Committee (Overarching Strategic Management)

Facilitation:

- Visitor Economy (Tourism)
- School of Arts – School of Arts Tenterfield Inc. (day to day management)

Advocacy:

- Health
- Connectivity
- Community Safety
- Aerodrome

**2. Recognises the importance of essential services provision, adhering to legislative requirements and compulsory compliance obligations as applicable to the local government sector in NSW, as well as acknowledging community service obligations where necessary and possible to fund – consistent with the list of functions and services provided in paragraph one (1) above.**

**3. Recognises its role as the facilitator of particular functions, and to provide advocacy on behalf of the community in regard to functions that are provided by the State and Federal Governments – consistent with the list of functions provided under these two subheadings in paragraph one (1) above, further, that it be**

**acknowledged that these sub-headings of “facilitation” and “advocacy” require resources (time, human and financial) to achieve outcomes.**

(Peter Petty/Kim Rhodes)

**Motion Carried**

**(ITEM GOV102/24) QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2024**

**SUMMARY**

The purpose of this Report is to provide Council with a Quarterly Budget Review Statement in accordance with Regulation 203 of the Local Government (General) Regulation 2021 (the Regulation).

**200/24**

**Resolved**

**That Council:**

**Adopts the September 2024 Quarterly Budget Review Statement and recommendations therein that:**

- (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.**
- (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.**
- (3) Council continues to explore increases in operational income by considering selling assets.**

(Owen Bancroft/Peter Murphy)

**Motion Carried**

**SUSPENSION OF STANDING ORDERS**

**201/24 Resolved**

That the meeting be suspended for morning tea

(Peter Petty/Owen Bancroft)

**Motion Carried**

The meeting adjourned, the time being 10.59AM

**RESUMPTION OF STANDING ORDERS**

**202/24 Resolved**

That the meeting be resumed.

(Kim Rhodes/Peter Petty)

**Motion Carried**

The meeting reconvened, the time being 11.35am

**(ITEM GOV103/24) FINANCE & ACCOUNTS - PERIOD ENDED 30 NOVEMBER 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 2021* a written report setting out details of all money that the Council has invested under Section 625 of the *Local Government Act 1993*. The Report must be made up to the last day of the month immediately preceding the meeting.

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

**203/24 Resolved**

**That Council notes the Finance and Accounts Report for the period ended 30 November 2024.**

(Peter Petty/Owen Bancroft)

**Motion Carried**

**(ITEM GOV104/24) MONTHLY OPERATIONAL REPORT FOR NOVEMBER 2024**

**SUMMARY**

The purpose of this Report is to provide a report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2024/2025 Operational Plan.



204/24

**Resolved**

**That Council:**

**Notes the status of the Monthly Operational Report for November 2024.**

(Peter Petty/Kim Rhodes)

**Motion Carried**

**REPORTS OF DELEGATES & COMMITTEES**

NIL.

**NOTICES OF MOTION**

NIL.

**RESOLUTION REGISTER**

**(ITEM RES8/24) COUNCIL RESOLUTION REGISTER - AUGUST 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.

205/24

**Resolved**

**That Council notes the status of the Council Resolution Register to 9 October 2024.**

(Greg Sauer/Kim Rhodes)

**Motion Carried**

**(ITEM GOV105/24) MODEL CODE OF CONDUCT COMPLAINTS STATISTICS**

**SUMMARY**

This report is to provide the Council with the Code of Conduct complaints statistics in the year to September 2024. There was no Code of Conduct Complaints during the period.

206/24

**Resolved**

**That Council:**

Notes the report.

(Kim Rhodes/Greg Sauer)

**Motion Carried**

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 12.44pm.

.....  
Councillor Bronwyn Petrie  
Mayor/Chairperson