

**INVERELL SHIRE COUNCIL**

**NOTICE OF CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING**

9 October, 2015

A Civil & Environmental Services Committee Meeting will be held in the Committee Room, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 14 October, 2015, commencing at 8.30 am.

Your attendance at this Civil & Environmental Services Committee Meeting would be appreciated.

**P J HENRY PSM**

**GENERAL MANAGER**

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**A G E N D A**

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<b>SECTION A</b>	<b>APOLOGIES CONFIRMATION OF MINUTES DISCLOSURE OF CONFLICT OF INTERESTS/PECUNIARY AND NON-PECUNIARY INTERESTS PUBLIC FORUM</b>
<b>SECTION B</b>	<b>ADVOCACY REPORTS</b>
<b>SECTION C</b>	<b>COMMITTEE REPORTS</b>
<b>SECTION D</b>	<b>DESTINATION REPORTS</b>
<b>SECTION E</b>	<b>INFORMATION REPORTS</b>
<b>SECTION F</b>	<b>GENERAL BUSINESS</b>
<b>SECTION G</b>	<b>CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)</b>

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## Quick Reference Guide

Below is a legend that is common between the:

- Inverell Shire Council Strategic Plan
- Inverell Shire Council Delivery Plan
- Inverell Shire Council Management Plan.

Destinations	Icon	Code
<p><b>1. A recognised leader in a broader context.</b></p> <p>Giving priority to the recognition of the Shire as a vital component of the New England North West Region through Regional Leadership.</p>		R
<p><b>2. A community that is healthy, educated and sustained.</b></p> <p>Giving priority to the Shire as a sustainable and equitable place that promotes health, well being, life long learning and lifestyle diversity.</p>		C
<p><b>3. An environment that is protected and sustained.</b></p> <p>Giving priority to sustainable agriculture, the protection and conservation of rivers, waterways bio diversity and the built environment.</p>		E
<p><b>4. A strong local economy.</b></p> <p>Giving priority to economic and employment growth and the attraction of visitors.</p>		B
<p><b>5. The Communities are served by sustainable services and infrastructure.</b></p> <p>Giving priority to the provision of community focused services and the maintenance, enhancement and upgrade of infrastructure.</p>		S

# CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING

Wednesday, 14 October, 2015

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MINUTES OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING  
HELD IN THE COMMITTEE ROOM, 144 OTHO STREET, INVERELL ON  
WEDNESDAY, 9 SEPTEMBER, 2015, COMMENCING AT 8.30 AM.

PRESENT: Cr H N Castledine (Chairperson), Crs A A Michael, B C Johnston,  
P J Harmon and D C Jones.

Also in attendance: Crs J A Watts, D F Baker and P J Girle.

Ken Beddie (Acting General Manager), Stephen Golding (Executive Manager Corporate and Community Services), Graham Bendeich (Manager Environmental Engineering), Justin Pay (Manager Civil Engineering) and Anthony Alliston (Manager Development Services).

APOLOGIES:

There were no apologies received.

SECTION A

1. CONFIRMATION OF MINUTES

*RESOLVED (Michael/Johnston) that the Minutes of the Civil and Environmental Services Committee Meeting held on 12 August, 2015, as circulated to members, be confirmed as a true and correct record of that meeting.*

2. DISCLOSURE OF CONFLICT OF INTERESTS/PECUNIARY AND NON-PECUNIARY INTERESTS

There were no interests declared.

3. PUBLIC FORUM S13.5.6

There were no members of the public present to speak.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

SECTION B  
ADVOCACY REPORTS

Cr Harmon 2015 Sapphire City Festival

Cr Harmon noted the launch of the 2015 Sapphire City Festival where the four (4) Queen and six (6) Princess entrants were introduced. As major sponsors, Telstra Inverell and the National Australia Bank were present at the well attended event.

Cr Baker Great Inland Fishing Festival

Cr Baker informed the Committee that no Executive was formed at the recent AGM of the Great Inland Fishing Festival Committee. Another meeting is to be held on 10 September, 2015 at the Council Administration Building to elect an Executive.

Cr Castledine

Inverell Panorama Estate – Release Event

Cr Castledine advised of his attendance at the Inverell Panorama Estate Land Release Launch. The event featured live music and a coffee van with Real Estate Agents on site.

SECTION D  
DESTINATION REPORTS

1. HERITAGE ADVISORY SERVICE UPDATE S18.8.3/03

*RESOLVED (Johnston/Michael) that:*

- i) the report be received and noted; and*
- ii) the Committee suspend standing orders to enable Heritage Advisor, Mr Mitch McKay to address the Committee.*

Suspension of Standing Orders

Heritage Advisory Service Update

At this juncture, the time being 8.41am, the Chairperson sought agreement to suspend Standing Orders to welcome Mr Mitch McKay, Council's Heritage Advisor and representatives from the board of Northaven.

Mr McKay provided a Heritage Advisory Service update and advised that the Heritage Register is now complete.

Northaven Ltd Presentation

The Acting General Manager, Mr Tony Martin from Northaven Limited introduced the following staff representatives; Kelly Dines (Employee Service Officer), Barry Dewberry (Recycling Assistant) and Carl Irwin (Recycling Operations Officer). Representatives briefed the Committee on aspects of the Northaven Business Plan including their proposal to further expand the activities of Northaven in the area of recycling. Mr Tony Martin, during the presentation, asked the Committee if he would be allowed to present their Business Plan at the next Waste Management Sunset Committee Meeting.

Resumption of Standing Orders

At this juncture, the time being 9.28am, Standing Orders resumed and the Committee considered the balance of the Agenda.

SECTION E  
INFORMATION REPORTS

1. WORKS UPDATE S28.21.1/08

*RESOLVED (Harmon/Jones) that the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 9 September, 2015, be received and noted.*

SECTION F  
GENERAL BUSINESS

Anthony Alliston Bindaree Beef Update

Mr Alliston noted that Bindaree Beef are looking to commence works in the near future on the biodigester, render plant and cold plate freezer room.

White Rock Wind Farm

Mr Alliston noted that at this stage, White Rock Wind Farm are looking to construct 70 turbines with construction works likely to commence in early 2016.

Cr Harmon

Bindaree Beef – Fernhill Rd/Highway Intersection

Cr Harmon asked about the corner of the Highway and Fernhill Road intersection improvement based on Black Spot Funding.

The Manager Civil Engineering, Mr Justin Pay advised of investigations into a design and plan to source funding. At present, the intersection does not meet guidelines or criteria for Black Spot Funding.

Essential Energy

Cr Harmon noted the recent announcement of Essential Energy staff reductions in regional areas. The ABC Radio has requested that the Mayor provide a comment on the matter.

Cr Harmon is preparing a response, particularly in respect of the impacts that this will have on the community, noting 7 advised local job losses.

Cr Michael

Subdivision Costing Report

Cr Michael asked when the report regarding the costs of subdivision of Council land will be provided to the Committee.

The Acting General Manager, Mr Ken Beddie advised that the report is currently being prepared.

There being no further business, the meeting closed at 9.51am.

CR H N CASTLEDINE

CHAIRPERSON

TO CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING 14/10/2015

ITEM NO:	1.	FILE NO: S28.28.2/07
DESTINATION 5:	The communities are served by sustainable services and infrastructure	<b>S</b>
SUBJECT:	<b>PROCUREMENT OF AGGREGATE AND SUPPLY AND SPRAY OF BITUMEN - 2015 RESEAL PROGRAM (LISTING)</b>	
PREPARED BY:	Justin Pay, Manager Civil Engineering	

**SUMMARY:**

This report is intended to inform the Committee of the process and outcomes of the recent procurement of aggregate and supply and spray of bitumen for the 2015/2016 bitumen resurfacing program.

**COMMENTARY:**

The *Local Government Act 1993* (the Act), and the *Local Government (General) Regulation 2005* makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that Council may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

- (a) *Personnel matters concerning particular individuals (other than councillors.)*
- (b) *The personal hardship of any resident or ratepayer.*
- (c) *Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*
- (d) *Commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the council, councillors, council staff or council property.*
- (g) *Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.*
- (h) *Information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

In considering whether to close a part of a meeting to the public and media, Councillors are also reminded of further provisions of s.10D of the Act which states:

***Grounds for closing part of meeting to be specified***

- (1) *The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.*
- (2) *The grounds must specify the following:*
  - (a) *the relevant provision of section 10A (2),*
  - (b) *the matter that is to be discussed during the closed part of the meeting,*
  - (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the*

*way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in Closed Committee provides Council with confidential information relating to Tenders for Provision of Bitumen Resurfacing Services.

The recommendation that this item of business be considered in Closed Council is specifically relied on section 10A(2)(d)(i) of the Act as consideration of the matter involves:

- a) Commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, and
- b) On balance the public interest in preserving the confidentiality of the matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

**RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:**

**Strategy:** S.08 Civil infrastructure is secured, maintained and used to optimum benefit.

**Term Achievement:** S.08.01 An asset management strategy is in operation for civil infrastructure that optimises its use and maintains it to agreed standards fit for its contemporary purpose.

**Operational Objective:** S.08.01.01 An Asset Management Strategy for Civil assets is developed, maintained and implemented.

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the matter be referred to Closed Committee for consideration as:*

- i) the report includes 'Commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it, (Section 10A(2)(d)(i) of the Local Government Act, 1993);*
- ii) on balance the public interest in preserving the confidentiality of the information outweighs the public interest in openness and transparency in Council's decision-making by discussing the matter in open meeting; and*
- iii) all reports and correspondence relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act, 1993*



<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S28.11.1
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>NORTH WEST WEIGHT OF LOADS - MEMORANDUM OF AGREEMENT</b>	
<b>PREPARED BY:</b>	Justin Pay, Manager Civil Engineering	

**SUMMARY:**

The current North West Weight of Loads (NWWOL) Inter-Council Memorandum of Agreement (MOA) is required to be updated to remove the recently resigned member, Walgett Shire Council.

Council has received a new agreement for 2015-2020 for execution.

**COMMENTARY:**

At the February 2015 meeting of the North West Weight of Loads (NWWOL) Committee, Walgett Shire Council resigned from the Committee. As such, the Inter-Council Memorandum of Agreement (MOA) is required to be updated to remove Walgett Shire Council.

A copy of the MOA for adoption by Council is attached as Appendix 1 (D4 – D7), along with related correspondence for the Committee's information.

**RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:**

**Strategy:** S.08 Civil infrastructure is secured, maintained and used to optimum benefit.

**Term Achievement:** S.08.01 An asset management strategy is in operation for civil infrastructure that optimises its use and maintains it to agreed standards fit for its contemporary purpose.

**Operational Objective:** S.08.01.01 An Asset Management Strategy for Civil assets is developed, maintained and implemented.

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the Committee recommend to Council that the 2015-2020 North West Weight of Loads Inter-Council Memorandum of Agreement be executed under the Common Seal of Council.*

## APPENDIX 1

**NORTH WEST WEIGHT OF LOADS COMMITTEE**

Administered by  
Moree Plains Shire Council  
ABN: 46 566 790 582

PO Box 420, MOREE NSW 2400  
Telephone: 02 6757 3222  
Fax: 02 6752 3934  
Reference: KK:RP File13/53

Monday, 15 December 2014

The General Manager  
Inverell Shire Council  
PO Box 138  
INVERELL NSW 2360

Dear Sir or Madam,

**RE: NORTH WEST WEIGHT OF LOADS COMMITTEE - MEMORANDUM OF AGREEMENT**

Please find enclosed your new Memorandum of Agreement for signing by your General Manager and Mayor and plus the placement of Council common seal as per the following recommendations from our Weight of Loads Committee meeting held Monday, 7 September 2015.

**RESOLVED: (Bolton/McLeod)**

9. That the 2015 Memorandum of Agreement be endorsed by the Committee for distribution to participating Councils for approval.
10. That the administering Council make the necessary arrangements to have each participating Council sign the Memorandum of Agreement.

A new Memorandum of Agreement was needed due to the resignation of Walgett Shire Council from the North West Weight of Load Committee.

It would be very much appreciated if you could please return your signed Memorandum of Agreement to the above address by Friday, 27 November 2015.

Should you have any questions regarding this matter please do not hesitate to contact myself or Rosalie Peacey on 02 6757 3279.

Yours sincerely,

Kylie Kerr  
ASSET MANAGER

**NORTH WEST WEIGHT OF LOADS COMMITTEE**

**MEMORANDUM OF AGREEMENT**

MEMORANDUM OF AGREEMENT made BETWEEN THE COUNCIL OF THE SHIRE OF MOREE PLAINS of the First Part and the COUNCIL OF THE SHIRE OF NARRABRI of the Second Part and the COUNCIL OF THE CITY OF DUBBO of the Third Part and the COUNCIL OF THE SHIRE OF GLEN INNES SEVERN of the Forth Part and the COUNCIL OF THE SHIRE OF GUNNEDAH of the Fifth Part and the COUNCIL OF THE SHIRE OF GWYDIR of the Sixth Part and the COUNCIL OF THE SHIRE OF INVERELL of the Seventh Part and the COUNCIL OF THE SHIRE OF WARRUMBUNGLE of the Eighth Part.

**WHEREBY IT IS AGREED AS FOLLOWS:**

1. The date of commencement of this Agreement shall be the 1st of July 2015.
2. That the control of the operation shall be in accordance with the North West Weight of Loads Committee Constitution.
3. The said Councils shall jointly employ Ordinance Inspectors (hereinafter called "the inspectors") to the said Councils under and subject to the provisions of the Local Government Act 1993, Heavy Vehicle National Law and the Regulations made or to be made thereunder in accordance with the pertinent agreements.
4. The council of the Shire of Moree Plains shall act as the administrative body in accordance with the Constitution for the joint employment of the inspectors and shall be responsible for actually paying the wage of the inspectors.
5. The inspectors shall be employed under the terms of the Local Government (State) Award, 2014.
6. The liability of each of the said Councils of respect of wages and other conditions of employments shall be proportional to the amount of time spent in a working week (or any other relevant period) by the inspectors actually working in a Council's area.
7. The Council of the Shire of Moree Plains shall receive from the other Councils party to this Agreement a contribution towards the payments due to the inspector in respect of his work for the said Councils. The contribution shall be calculated in accordance with Clause 6 hereof.
8. That each Council charge its own costs against the Moree Plains Shire Council and remit all receipts to that Council.

<b>North West Weight of Loads Memorandum of Agreement</b>	<b>Authorised by:</b> Signature	<b>Draft Date:</b> 01/07/2015
<b>Review Date:</b> 1 July 2015	<b>Reviewed by:</b> Kylie Kerr (Asset Manager)	<b>Page:</b> 1 of 10

9. That the operational costs for work carried out within the area of each Council shall be charged to that Council by means of a hire rate, based on the time spent in that Council's area.
  10. a). That the administration of the undertaking shall be in accordance with the North West Weight of Loads Committee Constitution, with an administrative charge of 8% of the total expenditure incurred within each of the Shires, to be included in the cost of operation, and charged against each Council in accordance with the formula hereto annexured.
  - b). The per centum of Administrative charge be reviewed on a biennial basis at the Committee's March Meeting.
  11. That the capital costs for equipment items, other than those for which hire rates are charged, be shared equally amongst the constituent Councils.
  12. That the above terms of agreement shall be binding on the constituent Councils until 31 December 2020.
  13. That this agreement may be terminated by six (6) months notice in writing by any of the parties to the others of them, and shall not extend for a period longer than five (5) years from the date of commencement of the agreement.
  14. This agreement may be executed in any number of counterparts each of which will be an original but such counterparts together will constitute one and the same instrument.
- IN THE WITNESS THEREOF the Common Seals of the Said Councils have been hereunto affixed.

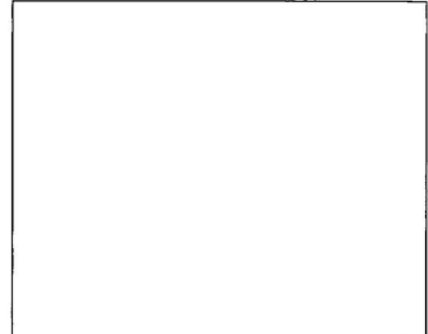
<b>North West Weight of Loads Memorandum of Agreement</b>	<b>Authorised by:</b> Signature	<b>Draft Date:</b> 01/07/2015
<b>Review Date:</b> 1 July 2015	<b>Reviewed by:</b> Kylie Kerr (Asset Manager)	<b>Page:</b> 2 of 10

THE COMMON SEAL of the COUNCIL OF THE

SHIRE OF INVERELL was hereunto affixed

on this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

On the in pursuance of a resolution of the said Council  
passed the \_\_\_\_\_.



.....  
MAYOR

.....  
GENERAL MANAGER

North West Weight of Loads Memorandum of Agreement	Authorised by: Signature	Draft Date: 01/07/2015
Review Date: 1 July 2015	Reviewed by: Kylie Kerr (Asset Manager)	Page: 4 of 10

**TO CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING 14/10/2015**

<b>ITEM NO:</b>	1.	<b>FILE NO:</b> S28.21.1/08
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure.	<b>S</b>
<b>SUBJECT:</b>	<b>WORKS UPDATE</b>	
<b>PREPARED BY:</b>	Justin Pay, Manager Civil Engineering	

**SUMMARY:**

This report is intended to keep Council updated on the capital works and maintenance programs.

**COMMENTARY:****Cameron Park Upgrade**

Work is continuing on the Cameron Park Upgrade Project. The concrete dish drain and road pavement in Medora Street are now completed. The concrete slab for the cricket practice nets is also now completed. Construction of the cricket nets, playground and bitumen sealing in Medora Street are all that remains to complete the project. The bitumen seal will be applied in coming weeks. The remaining works are scheduled for completion in conjunction with construction of the canteen and amenities building. Parks and gardens staff are in the process of completing a tree planting plan for the park, once the plan is finalised extensive tree planting will be undertaken to provide shade and visual amenity.

**Ashford Road "Karoola" Reconstruction 3 Sisters – Stage Two**

This project has reached the stage of practical completion. Construction of the sub-base pavement layers is completed and the final pavement base layer is nearing completion. It is planned to bitumen seal and finalise the project in the week ending 16 October, 2015.

**Local Road Heavy Patching**

In preparation for this years bitumen resealing program, extensive heavy patching has been undertaken on a number of shire local roads. Roads that have been treated in September, 2015 include:

Alsace Lane  
Old Bundarra Road  
Elsmore Road  
Mt Russell Road  
Oakwood Road  
Copeton Dam Road

**Maintenance Grading**

Maintenance grading works were undertaken on the following roads during September, 2015:

SR 255 Silvermines Road	7.2km
SR 256 Grants Road	5.3km

SR 259 Mephams Road	1.3km
SR 128 Delungra Road	17.0km
SR 224 Airlie Brake Lane	8.2km
SR 260 Paradise Road	10.6km
SR246 Elsmore Road	24.6km
Total	74.2km

### **Gravel Resheeting Program**

Gravel resheeting works were undertaken on the following roads during September, 2015:

SR 17 Holdfast Road	12.3km
SR 58 Rocky Creek Road	12.5km
SR 108 Kerri Road	0.8km
SR 143 Mackie Lane	0.8km
SR 152 Toms Drive	0.5km
SR 188 Eddy Park Lane	1.5km
SR 205 Foxs Lane	2.1km
SR 217 Beaulieu Lane	1.0km
Total	31.5km

### **Gravel Patching**

Gravel patching works were undertaken on the following road during September, 2015:

SR 131 Georgesons Lane

### **Other Maintenance Activities**

Council's State, Regional and Local Roads, Urban and Village Street maintenance activities, such as bitumen, drainage and shoulder repairs as well as vegetation control are continuing as required. Town maintenance will continue as programmed.

<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S28.21.1/08
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>MAINTENANCE GRADING 2014/2015</b>	
<b>PREPARED BY:</b>	Justin Pay, Manager Civil Engineering	

### **SUMMARY:**

This report is intended to keep the Committee informed of the outcomes of maintenance grading works completed during the 2014/2015 financial year.

### **COMMENTARY:**

During the formulation of the 2014/15 budget, Council allocated \$1,127,000 for maintenance grading; with additional revotes from the previous financial year and budget adjustments throughout the year, the final budget equated to \$1,395,627.

Council's current policy for the maintenance of unsealed roads provides "target" service levels according to road classification as follows:

Arterial Roads – two (2) grades per year  
 Collector Roads – two (2) grades per year  
 Local Roads – one (1) grade per year  
 Minor Roads – one (1) grade every two (2) years.

Achieving these target levels requires a total of 1518km of maintenance grading to be completed annually.

A summary of total grade length completed each financial since 2005/06 appears below:

<b>Financial Year</b>	<b>Grade Length Completed (km)</b>
2005/06	1177
2006/07	1252
2007/08	1256
2008/09	963
2009/10	1216
2010/11	1228
2011/12	1224
2012/13	1324
2013/14	1416
2014/15	1635
<b>Average</b>	<b>1269</b>

In the 2014/2015 financial year, Council's maintenance crews completed a total of 1635km of maintenance grading on the unsealed road network. The actual expenditure to complete these works was \$1,403,956.

A comparison of cost per kilometre of grade length since the 2007/08 year is provided below.

<b>Financial Year</b>	<b>Total Expenditure</b>	<b>Total Kilometres Graded</b>	<b>Avg. cost per Kilometre</b>
2007/08	\$657,081	1256	\$523.15
2008/09	\$803,856	963	\$834.74
2009/10	\$855,613	1216	\$703.63
2010/11	\$919,220	1228	\$748.55
2011/12	\$1,063,883	1224	\$869.19
2012/13	\$1,224,212	1324	\$924.63
2013/14	\$1,199,069	1416	\$846.80
2014/15	\$1,403,956	1635	\$858.68

The average cost per kilometre for maintenance grading during the 2014/15 financial year was slightly higher than the preceding year, a 1.4% increase in the rate which is in line with CPI increase.

The table below summarises actual expenditure verses budgeted expenditure over the last five (5) years.

<b>Financial Year</b>	<b>Budget</b>	<b>Actual Expenditure</b>
2010/11	\$900,000	\$919,220
2011/12	\$955,000	\$1,063,883
2012/13	\$975,000	\$1,224,212
2013/14	\$1,223,000	\$1,199,069
2014/15	\$1,395,627	\$1,403,956



It is notable that the actual expenditure in 2014/15 is greater than the allocated budget by \$8,329. Additional grading works were required at the end of the financial year on high priority roads that would have become a safety hazard had they not received maintenance grading. These additional works were funded from savings in other maintenance budgets.

In four (4) of the past five (5) years, actual expenditure has exceeded the budget allocation. This over expenditure has been necessary in order to maintain the unsealed road network in a condition that provides for safety to the travelling public, as well as conforming to best practice asset management principals. In effect, if maintenance grading activities were put on hold at the end of the year to conform to budget constraints, the cost to repair resulting damage to the unsealed pavement would be far greater in the following year.

Despite the difficult weather conditions, it is pleasing to note the actual grade length achieved was the greatest in the last 9 years.

A review of Council's customer request system over the past three (3) years indicates that complaints/requests regarding grading of gravel roads have declined significantly, with 189 registered requests during 2011/12 compared to 129 requests received during 2013/14. This equates to a 32% reduction. Whilst this is undoubtedly influenced by seasonal conditions, it is also a reflection of the improved grading statistics described above.

Council has previously resolved to review maintenance grading service levels across the shire. This will occur as part of the development of the roads asset management plan.

<b>ITEM NO:</b>	3.	<b>FILE NO:</b> S30.11.4
<b>DESTINATION 2:</b>	A community that is healthy, educated and sustainable	<b>C</b>
<b>SUBJECT:</b>	<b>CBD TREE REMOVAL UPDATE</b>	
<b>PREPARED BY:</b>	Justin Pay, Manager Civil Engineering	

#### **SUMMARY:**

At the Ordinary meeting of Council held 26 August, 2015, Council resolved to “..commence the staged removal and replacement of inappropriately planted London Plane Trees in the CBD as soon as practicable.” This report is intended to update the Committee on the progress of these works.

#### **COMMENTARY:**

At the Ordinary meeting of Council held 26 August, 2015, Council resolved to “..commence the staged removal and replacement of inappropriately planted London Plane Trees in the CBD as soon as practicable.” Works commenced on Sunday, 30 August, 2015 to remove five (5) London Plane trees in the Inverell CBD that were having a significant impact on adjoining infrastructure. This work was completed early in the morning with minimal impact on traffic.

Further works to remove the tree stumps and repair damaged infrastructure such as kerb and gutter, paving and underground services commenced on Monday, 14 September. This work involved utilising machinery such as backhoe, mini excavator, trucks and a hired vacuum excavation machine as well as extensive amount of hand digging around tree roots and underground services. It was necessary to commence these works during business hours, to take advantage of the contractor availability and to ensure the works were completed as soon as possible.

During the works a number of car parking spaces were made unavailable from time to time, to enable the works to be carried out in a timely manner. Whilst this did impact adjacent businesses, Council staff discussed progress with affected businesses on a daily basis to keep them informed and ensure that the impacts were limited as much as possible.

Once tree roots were all removed, damaged kerb and gutter and footpath paving were removed and re-laid and planting vaults were constructed for the planting of new trees. In order to minimise the impact on the businesses and pedestrians as much work as possible was undertaken during off peak times and during weekends.

Several photographs have been included in Appendix 1 (E7 – E12) that depicts the extent of damage and spread of roots. Whilst root ball removal was being undertaken, sinking of pavers was evident in some locations up to 20 metres away from the tree trunk. This was caused by roots that had spread and were being displaced by the removal of the root ball. At each location, tree roots were wrapped around underground services causing damage and were infiltrating drainage lines and subsoil drainage pipes. This damage is further to that which was noticeable on the surface, including damage to kerb and gutter, footpath paving, garden beds and associated infrastructure.

The tree directly in front of Subway restaurant had a thick concrete ring that surrounded the tree root/trunk. It is believed that this concrete was poured in order to stabilise the tree, this complicated its removal and delayed progress significantly.

The five (5) replacement trees have been planted and the damaged infrastructure replaced. It is necessary to allow the surrounding soil to settle prior to the area being finished with the application of Stone Set surfacing, similar to that in Evans Street adjacent to the Town Hall. It is intended to allow the soil to settle for 6-8 weeks prior to applying the treatment.

The experience that we have gained during these works will enable us to better plan and undertake future works of this nature, more effectively and with less impact on parking space and adjoining businesses.

<b>ITEM NO:</b>	4.	<b>FILE NO:</b> S18.6.63
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>INVERELL PUBLIC OPEN SPACE STRATEGY</b>	
<b>PREPARED BY:</b>	Anthony Alliston, Manager Development Services	

#### **SUMMARY:**

This report is intended to keep the Committee informed of the status of Inverell Public Open Space Strategy.

#### **COMMENTARY:**

On the 25 March, 2015 Council resolved to engage Ross Planning Pty Ltd to undertake the preparation of the Inverell Public Open Space Strategy. Since engaging ROSS Planning and in accordance with the Inverell Public Open Space Strategy Brief, the following tasks have now been completed:

1. Project Start-up Meeting with key Council Staff and Councillors;
2. Preparation and adoption of the Communications Strategy (endorsed by Council on 22 July, 2015);

3. Newspaper advertising, Web-site and Facebook notifications;
4. Audit of public open space in Inverell;
5. Targeted engagement with the community including Sports Council and key user groups;  
and
6. Community on-line survey.

Resulting from the above tasks and in accordance with the project brief, ROSS Planning have now prepared an "Issues Paper". The issues paper provides succinct summary of the Public Open Space Audit, the targeted engagement and an analysis of current and future infrastructure requirements. A copy of the Issues Paper has been provided to Committee members separately.

The next step in the process is for ROSS Planning to prepare the "Draft Inverell Public Open Space Strategy" to be endorsed by Council. Once endorsed by Council, the "Draft Inverell Public Open Space Strategy" will be placed on public exhibition for a minimum of four (4) weeks, and in accordance with the Communications Strategy.

Depending on the outcomes of the public exhibition phase, the "Draft Inverell Public Open Space Strategy" will be finalised and presented to Council for adoption.

**RECOMMENDATION:**

*That the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 14 October, 2015, be received and noted.*



## APPENDIX 1

