

MINUTES OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD IN THE COMMITTEE ROOM, 144 OTHO STREET, INVERELL ON
WEDNESDAY, 13 MAY, 2015, COMMENCING AT 8.30 AM.

PRESENT: Cr H N Castledine (Chairperson), B C Johnston, P J Harmon and D C Jones, J A Watts, D F Baker and P J Girle.

Also in attendance: Paul Henry (General Manager), Brett McInnes (Director Civil and Environmental Services), Ken Beddie (Director Corporate and Economic Services), Stephen Golding (Executive Manager Corporate and Community Services), Anthony Alliston (Manager Development Services) and Justin Pay (Manager Civil Engineering).

In accordance with Council's Meeting Code, all Councillors present at today's meeting are 'voting delegates'.

APOLOGIES:

An apology was received from Cr Michael for business reasons.

RESOLVED (Harmon/Johnston) that the apology from Cr Michael for business reasons be noted.

SECTION A

1. CONFIRMATION OF MINUTES

RESOLVED (Harmon/Jones) that the Minutes of the Civil and Environmental Services Committee Meeting held on 8 April, 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

DCES-A Cr Watts Delungra District Development Council (DDDC) Meeting S13.15.13

Cr Watts informed the Committee of matters raised at the recent meeting of the Delungra District Development Council (DDDC) such as speed limits, water and sewer problems and slashing.

Cr Watts advised that Jim Townsend has stepped down as president of the DDDC due to personal reasons. It was requested that a letter of appreciation be sent to Jim for his service and commitment to the DDDC.

RESOLVED (Johnston/Jones) that the Committee recommend to Council that Council support the nomination of Mr Jim Townsend for an award.

Cr Castledine Inverell Shire Council On-site Inspections S28.16.4

Cr Castledine advised the Committee of recent on-site inspections of the following work sites:

- Swanbrook Road Medical Centre,
- Nullumanna Road – drainage works, and
- Cameron Park redevelopment.

Cr Baker Library Zone Meeting

Cr Baker informed the Committee of the recent Library Zone Meeting where the NSW State Library newly appointed Executive Director, Public Libraries and Engagement, Lucy Milne attended. Funding was also discussed at this meeting.

Cr Harmon Prime TV 50th Birthday Celebrations

Cr Harmon informed the Committee of his attendance at the Prime TV 50th Birthday Celebrations. Mayors from the surrounding Local Government Areas were present to represent Local Government.

SECTION D DESTINATION REPORTS

1. DA-161/2014 – ONE (1) INTO TWO (2) LOT SUBDIVISION - 8075 GWYDIR HIGHWAY, LITTLE PLAIN - INVERELL POLOCROSSE – REQUEST FOR COUNCIL TO ACCEPT RESPONSIBILITY FOR POLOCROSSE ACCESS ROAD OFF EDDY PARK LANE DA-161/2014

DP-A *RESOLVED (Jones/Harmon) that the Committee recommend to Council that:*

- i) Council not accept responsibility for the Polocrosse Facility access road off Eddy Park Lane;*
- ii) Council enter into discussions with the Inverell Polocrosse Club for the closure and purchase of the access road by the club; and*
- iii) DA-161/2014 be determined subject to:*
 - a) the requirement that the Inverell Polocrosse is responsible for the maintenance of the 700 metre access Road to an “all-weather all-vehicle” standard; and*
 - b) any other condition deemed appropriate by the Director Civil and Environmental Services.*

2. DA-59/2015 – “CHILD CARE CENTRE” - EXTENSION OF HOURS OF OPERATION - 6C BREWERY STREET, INVERELL DA-59/2015

DP-A *RESOLVED (Harmon/Jones) that the Committee recommend to Council that Development Application 59/2015 be approved subject to the following conditions of consent:*

Preliminary

- 1. Inverell Shire Council issues its consent, subject to conditions stated hereunder, in accordance with Section 80A of the *Environmental Planning and Assessment Act 1979*.

Consent is granted for:

- The use of the existing KCL facility as a child care centre, incorporating:
 - Long Day Care;
 - After School Care;
 - Playgroup; and
 - Vacation Care.
- The construction of a bus turning bay.

To confirm and clarify the terms of consent, the development must be carried out in accordance with the stamped and approved plans and accompanying documentation, unless modified by any following condition. Any deviation will require the consent of Council.

2. The applicant must comply with all relevant prescribed conditions as contained in Division 8A of the Environmental Planning & Assessment Regulation 2000 (as detailed at the end of this consent).
3. The long day care, after school care and vacation care uses must not commence operation until an Occupation Certificate has been issued.

Prior to Construction of the Bus Turning Bay

4. Prior to the construction of the bus turning bay a Construction Certificate must be issued in accordance with Section 109C (1)(b) and 81A (2) of the *Environmental Planning and Assessment Act 1979*. The application for a Construction Certificate, made to Council or an Accredited Certifier, must include plans and specifications demonstrating full compliance with the *Building Code of Australia* and associated standards.
5. The following is to be incorporated into the design bus turning bay:
 - The kerb of the bus turning bay is to be connected with the kerb of the disabled parking space;
 - The southern access crossing from Brewery Street is to be designated as a 'In Only'; and
 - The northern access crossing from Brewery Street is to be designated as an 'Out Only'.

Prior to issue of a Construction Certificate, revised engineering plans showing the above details are to be submitted to and approved by Council.

6. Prior to issue of a Construction Certificate, approval under Section 138 of the Roads Act 1993 is to be obtained from Council for the construction of the northern access crossing from Brewery Street.

During Construction

7. To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
 - Works on site are to be carried out in accordance with the *Protection of the Environment Operations Act 1997* in relation to noise, dust and associated nuisances from the site. The carrying out of works shall not interfere with the quiet enjoyment of the surrounding neighbourhood;
 - Construction may only be carried out between 7.00am and 5.00pm, Monday to Saturday, and no construction is to be carried out at any time on a Sunday or Public Holiday. Council may consent to vary these hours in particular circumstances where it can be demonstrated that it is unavoidable;

- Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path of easement, natural watercourse, footpath, kerb or road surface and shall implement measures to prevent the movement of such material off site;
- Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site;
- Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a waste disposal depot;
- Sediment and erosion control measures are to be implemented onsite and maintained until the site is fully stabilised, in accordance with Council's Erosion and Sedimentation Control Policy 2004; and
- Where the proposed development involves the disturbance of any existing survey monuments, those monuments affected will need to be relocated by a registered surveyor under the *Surveying and Spatial Information Act 2002*. A plan showing the relocated monuments will then be required to be lodged as a matter of public record at the Lands Titles Office.

Prior to Operation of Long Day Care, After School Care and Vacation Care

8. Prior to the operation of Long Day Care, After School Care and Vacation Care, an Occupation Certificate must be issued in accordance with Section 109M of the *Environmental Planning and Assessment Act 1979*.

Note: Prior to issue of the Occupation Certificate, the Principal Certifying Authority is required to be satisfied, amongst other things, that:

- all required inspections (including each applicable mandatory critical stage inspection) have been carried out; and
 - any preconditions to the issue of the certificate required by a development consent have been met.
9. Prior to issue of an Occupation Certificate, the bus turning bay is to be constructed in accordance with the approved engineering plans.
10. Prior to issue of an Occupation Certificate, all landscaping as per the approved plans is to be completed.

Ongoing Use

11. The operation of the Long Day Care is limited to:
- The hours of 8.00am to 3.00pm, Monday, Tuesday and Friday, during School Term Periods;
 - No more than two (2) hours of outdoor activity, between the hours of 8.30am and 12.00pm; and
 - A maximum of twenty-eight (28) children.
12. The operation of the After School Care is limited to:
- 3.00pm to 6.00pm, Monday to Friday, during School Term Periods;
 - No more than two (2) hours of outdoor activity, between the hours of 3.00pm and 5.30pm; and
 - A maximum of twenty-eight (28) children.

13. The operation of the Playgroup is limited to:
 - A maximum of two (2) hours (generally between 9.30am and 11.30am), Wednesday and Thursday, during School Term Periods; and
 - A maximum of thirty-two (32) children.
14. The operation of the Vacation Care is limited to:
 - 8.00am to 6.00pm, Monday to Friday, during School Holiday periods; and
 - No more than two (2) hours of outdoor activity, between the hours of 8.30am and 12.00pm;
 - No more than two (2) hours of outdoor activity, between the hours of 3.00pm and 5.30pm; and
 - A maximum of twenty-eight (28) children.
15. Any food preparation and handling must comply with all applicable legislation/regulation and standards including:
 - *The Food Act 2003;*
 - *Food Regulation 2004;*
 - *Food Standards Australia and New Zealand – Food Standards Code 2001;*
 - *Relevant Australian Standards for Design, Construction and Fit out of Food Premises; and*
 - *Mechanical ventilation – Australian Standard 1668.2-2002 The use of ventilation and air conditioning in buildings - Ventilation design for indoor air contaminant control.*
16. All parking areas, the bus turning bay and landscaping must be maintained in a reasonable manner, in perpetuity.
17. All waste bins and storage areas are to be located and/or screened to not be visible from adjacent public or private land.
18. Any other condition deemed appropriate by the Director Civil and Environmental Services.

S375A Record of Voting	Councillors For:	Councillors Against:
Cr H N Castledine	✓	
Cr P J Harmon	✓	
Cr B C Johnston	✓	
Cr D C Jones	✓	
Cr P J Girle	✓	
Cr J A Watts	✓	
Cr D F Baker	✓	

SECTION E INFORMATION REPORTS

1. ASHFORD WATER TREATMENT PLANT PCG MEETING MINUTES – 20 APRIL 2015 S5.9.12

2. APPRECIATION LETTER S6.8.9
3. AUSTRALIAN BUREAU OF STATISTICS - POPULATION FIGURES
S14.16.9
4. WORKS UPDATE S28.21.1/08
5. AUSTRALIAN GOVERNMENT BLACKSPOT PROGRAM FUNDING
S15.8.20
6. GWYDIR HIGHWAY MAIN BRIDGE PAVEMENT RESURFACING
S1.2.3/08

RESOLVED (Harmon/Jones) that the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 13 May, 2015, be received and noted.

At this juncture, the time being 9.28am, Cr Watts left the meeting.

SECTION F
GENERAL BUSINESS

GM-A Cr Harmon Kurrajong March Re-enactment S3.6.6

It was noted that traffic control for the Kurrajong March Re-enactment will cost approximately \$6,700. Cr Harmon requested the Committee consider a recommendation to Council for support of this event.

Manager Civil Engineering, Mr Justin Pay advised the Committee that a traffic plan is currently being submitted to the NSW Police for approval and costs. Council has recommended a 'rolling traffic method' to reduce impacts to traffic.

RESOLVED (Harmon/Johnston) that the Committee recommend to Council that the General Manager and Mayor meet with the Kurrajong March Re-enactment Committee to discuss costings for the event and possible Council support. A report will be tabled at a future Economic & Community Sustainability Committee Meeting.

At this juncture, the time being 9.32am, Cr Watts returned to the meeting.

GM-N Cr Harmon 2015 Opera in the Paddock S26.3.14

Cr Harmon advised the Committee of an approach by Peta Blyth regarding the possibility of Council supporting Opera in the Paddock re-running the cancelled 2015 event. The proposed new event date is 10 March, 2016.

RESOLVED (Harmon/Johnston) that the Committee recommend to Council that the matter be considered upon receipt of a formal request from the Opera in the Paddock Committee.

Cr Watts Inverell Art Society Meeting

Cr Watts advised of her attendance at a recent Inverell Art Society Meeting. During that meeting, Colleen Nancarrow, Vice President of the Inverell Art Society asked when the seating outside the Gallery would be installed.

The Director Civil & Environmental Services, Mr Brett McInnes advised that detailed manufacturing plans of the street furniture are currently being developed as part of this current budget for the Town Centre Renewal Plan and Evans Street is the trial site for the new street furniture to be installed in the next financial year.

Cr Johnston Town Centre Renewal Plan (TCRP)

Cr Johnston asked about Cr Jones' version of the TCRP that has been shown as an alternate to the Council adopted TCRP to the community.

Cr Jones tabled his plan.

Cr Girle Council Subdivision Costs

Cr Girle advised of an approach from a local Real Estate regarding the lack of available land for sale and the lack of subdivisions in Inverell. Concern was expressed that the Inverell Shire subdivision costs are higher compared to surrounding Local Government areas.

The General Manager tabled the Development Services Charges for Inverell Shire Council and other Councils in the region. The General Manager spoke about the supply and demand and Council's support for subdivision in Inverell.

Cr Baker Street Furniture Manufacturing

Cr Baker asked about the opportunity of local manufacturing of the street furniture for the Town Centre Renewal Plan.

The Director Civil & Environmental Services, Mr Brett McInnes advised that detailed plans of construction are being developed which will allow for the opportunity of in-house production or local manufacturing.

Director Civil & Environmental Services Public Health Issue S24.12.5

Director Civil & Environmental Services, Mr Brett McInnes requested a matter regarding Public Health be referred to Closed Committee for discussion.

RESOLVED (Harmon/Watts) that the matter be referred to Closed Committee for consideration as:

- i) the matters and information are '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 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.*

Manager Development Services Metasite (Optus Contractors)

Manager Development Services, Mr Anthony Alliston advised the Committee of three (3) identified sites in Inverell for Optus Mobile equipment. Mr Alliston informed the Committee of the sites and issues and Council's preferred site.

Mr Alliston sought comment from the Committee.

At this juncture, the time being 10.34am, Cr Watts left the meeting.

Manager Open Space Strategy (OSS)

Development
Services

Manager Development Services, Mr Anthony Alliston advised the Committee of the 'start-up' meeting for the OSS and the matters to be discussed on 27 May, 2015.

Ross Planning has been engaged in the development of Council's OSS, inclusive of stakeholder management. Mr Alliston advised of a desktop audit of Open Spaces in Inverell.

Mr Alliston will send a formal invitation to all Councillors to attend the OSS meeting on 27 May, 2015 at 1.00pm in the Council Chambers.

At this juncture, the time being 10.35am, Cr Watts returned to the meeting.

Cr Castledine School Zone Flashing Lights – Gilgai

Cr Casteldine asked when the flashing lights at the Gilgai school zone will be installed.

The Director Civil & Environmental Services and General Manager advised that all indicators have been for 2016.

GM-A Cr Johnston John Bourke's Passing S2.13.1

Cr Johnston informed the Committee of the passing of Mr John Bourke. Cr Johnston spoke of Mr Bourke's voluntary efforts for the community and assistance to Council.

RESOLVED (Johnston/Harmon) that the Committee recommend to Council that a letter of appreciation be sent to the family of the late Mr John Bourke.

SECTION G
CONFIDENTIAL REPORTS IN CLOSED COMMITTEE
(SECTION 10A(2) OF THE LOCAL GOVERNMENT ACT 1993)

At 10.53am, the Chairperson noted that no members of the public were present at the meeting.

CLOSED COMMITTEE REPORTS

RESOLVED (Harmon/Watts) that the Committee proceed into Closed Committee to discuss the matters referred to it, for the reasons stated in the motions of referral.

Upon resuming Open Committee, at 11.15am, the Chair verbally reported that the Committee, with the Press and Public excluded, having considered the matters referred to it, recommends as follows:

1. Public Health Issue S24.12.5

GM-A
DCES-A

That the Committee recommend to Council that the matter of the public health issue be dealt with by the General Manager and the Director Civil and Environmental Services as addressed in Closed Committee.

ADOPTION OF RECOMMENDATION

RESOLVED (Jones/Baker) that the recommendation from Closed Committee be adopted.

There being no further business, the meeting closed at 11.16am.

CR H N CASTLEDINE

CHAIRPERSON