

**INVERELL SHIRE COUNCIL**

**NOTICE OF ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING**

6 August, 2015

An Economic & Community Sustainability Committee Meeting will be held at the Yetman Hall, Yetman on Wednesday, 12 August, 2015, commencing at 11.30am.

Your attendance at this Economic & Community Sustainability 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</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 H</b>	<b>GOVERNANCE REPORTS</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.

<i><b>Destinations</b></i>	<i><b>Icon</b></i>	<i><b>Code</b></i>
<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

# ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING

Wednesday, 12 August, 2015

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MINUTES OF THE ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, INVERELL SHIRE COUNCIL, 144 OTHO STREET, INVERELL ON WEDNESDAY, 8 JULY, 2015, COMMENCING AT 10.30AM.

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

Also in attendance: Paul Henry (General Manager) and Brett McInnes (Director Civil and Environmental Services).

APOLOGIES:

Apologies were received from Cr Baker for personal reasons and Cr Watts for business reasons.

*RESOLVED (Jones/Michael) that the apologies from Crs Baker and Watts be received and noted.*

SECTION A

1. CONFIRMATION OF MINUTES

*RESOLVED (Castledine/Johnston) that the Minutes of the Economic and Community Sustainability Committee Meeting held on 10 June, 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. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

SECTION D  
DESTINATION REPORTS

1. CIVIC RECOGNITION AWARDS S2.2.2

*RESOLVED (Michael/Jones) that the information be noted.*

2. REQUEST FOR DONATION – KINDAMINDI PRESCHOOL  
S12.22.1/08

CSOP-A

*RESOLVED (Michael/Johnston) that the Committee recommend to Council that Council decline the offer to make a donation.*

3. E-WASTE FACILITY AND 'BUY BACK' CENTRE (LISTING) S31.8.1

*RESOLVED (Michael/Jones) 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*

- iii) *Council decision-making by discussing the matter in open meeting; and 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.*

SECTION E  
INFORMATION REPORTS

1. FOOTPATH RISK MANAGEMENT S27.3.2
2. 2013/2014 COMPARATIVE DATA REPORT S4.12.2

*RESOLVED (Castledine/Michael) that the items contained in the Information Reports to the Economic & Community Sustainability Committee Meeting held on Wednesday, 8 July, 2015, be received and noted.*

2013/2014 COMPARATIVE DATA REPORT S4.12.2

DCS-A *RESOLVED (Castledine/Michael) that a summary report of the performance data be presented to Council.*

SECTION H  
GOVERNANCE REPORTS

1. GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2/08

*RESOLVED (Michael/Castledine) that the Committee recommend to Council that:*

- i) *the report indicating Council's Fund Management position be received and noted; and*
- ii) *the Certification of the Responsible Accounting Officer be noted.*

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

At 11.06am, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Committee Meeting should not be considered in Closed Committee. There was no response from the public.

CLOSED COMMITTEE REPORTS

*RESOLVED (Michael/Castledine) 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 11.21am, the Chair verbally reported that the Committee, with the Press and Public excluded, having considered the matters referred to it, recommends as follows:

1. E-WASTE FACILITY AND 'BUY BACK' CENTRE S31.8.1

GM-A *That the Committee recommend to Council that:*

- i) *the concept of establishing a Regional Waste Facility and Buy Back Centre at the Inverell Waste Facility be endorsed; and*
- ii) *the Mayor and General Manager be authorised to hold discussions with Warra-Li on the details of the concept.*

ADOPTION OF RECOMMENDATION

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

There being no further business, the meeting closed at 11.22am.

CR P J HARMON

CHAIRPERSON

**TO ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING 12/08/2015**

<b>ITEM NO:</b>	1.	<b>FILE NO:</b> S15.8.23/09
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>ROADS TO RECOVERY PROGRAM 2015/2016</b>	
<b>PREPARED BY:</b>	Ken Beddie, Director Corporate and Economic Services	

**SUMMARY:**

The Federal Government has announced that Council will receive additional funding under the Roads to Recovery Program of \$0.78M in 2015/2016 and \$2.1M in 2016/2017. The allocation of the additional 2015/2016 funding to the Roads Program is now required.

**COMMENTARY:**Roads to Recovery Program Background

The objective of the Federal Government's Roads to Recovery Program is to contribute to the Nation's Infrastructure Investment Programme through supporting maintenance of the nation's local road infrastructure asset, which facilitates greater access for Australians and improved safety, economic and social outcomes.

Council currently receives \$0.91M p.a. from this grant. This funding is currently only guaranteed to 2018/2019. These funds may be expended by Council anywhere on the Rural or Urban Road Network in accordance with the Program Guidelines and are distributed on the same formula as for the Finance and Assistance Grant Local Roads Component. The eligible projects include:

- Road – Maintenance, Renewal and Upgrade;
- Traffic signs and control equipment;
- Street lighting equipment;
- Vehicular ferries;
- Bridges or tunnels, including pedestrian bridges or tunnels;
- Bicycle paths and footpaths (only when directly associated with a road); and
- Drainage projects where the purpose of the project is connected to a road e.g. culverts.

In providing the funding to Councils, the Federal Government is seeking Key Outcomes in the following areas:

- Road safety
- Regional economic development
- Achievement of asset maintenance strategy
- Improved access for heavy vehicles
- Promotion of tourism
- Improvements of school bus routes
- Access to remote communities
- Access to intermodal facilities
- Traffic management
- Improved recreational opportunities

- Amenity of nearby residents
- Equity of access (remote areas)
- Other

Since the Scheme's inception in 2000, Council has allocated the full \$11M received, entirely to the Rural Local Road Network. If Council allocated these funds according to the Grants Commission Distribution Formula used to allocate these funds to Council, the allocation would be 72.46% Rural Local Roads, being \$0.66M and 27.54% Urban Local Roads, being \$0.25M. This would result in a reduction in Rural Local Road Funding of \$0.25M, to the benefit of Urban Local Roads.

#### 2015/2016 Adopted Budget

The allocation of funds for the 2015/2016 adopted Budget was \$1.82M including a special one-off double allocation of funds. The works to be completed under this program require Federal Government approval in accordance with the Program Guidelines. The following program was adopted for 2015/2016 being entirely on the Rural Local Road Network.

#### **Gravel Resheeting**

Rural Local Roads	40.32km @\$18.5K/km	\$ 746K
<b>TOTAL</b>	<b>40.32km</b>	<b>\$ 746K</b>

(Priority of Works to be determined from Asset Management System – current gravel resheet costs are \$18.5K/km on Arterial/Collector Roads, \$17.5K/km on Local Roads and \$13.35K/km on Minor Roads).

#### **Culverts/Causeways/Bridges**

**\$ 200K**

(Subject to a further report to Civil and Environmental Services Committee - the 2014/2015 Culverts and Causeways Technical Condition Assessment and Revaluation Review will inform this Report).

#### **Bitumen Road Renewal**

(Priority of Works to be determined from Asset Management System)

**\$ 600K**

#### **Heavy Patching**

(Priority of Works to be determined from Asset Management System)

**\$ 274K**

**TOTAL ROADS TO RECOVERY PROGRAM \$ 1.82M**

#### Additional \$0.78M Roads to Recovery Program Funding Allocation 2015/2016 – Fuel Excise Indexation

As indicated, the Federal Government has announced that Council will receive an additional \$0.78M under the Roads to Recovery Program in 2015/2016. As per the Deputy Prime Minister's Press Release (refer to Appendix 1, D12) these funds are provided from the re-introduction of indexation on the Fuel Excise Levy. This increase is currently only guaranteed for 2015/2016 and 2016/2017.

The allocation of the additional \$0.78M 2015/2016 funding to the Roads Program is now required to ensure the funds are expended in the current Financial Year. The Program Guidelines now require that the funding is spent in the current year or it is forfeited.

In this regard, Council's Technical Staff have reviewed Council's Asset System to determine priority works for this funding and determined, following onsite inspections that the optimal use of these funds would be as follows:

- Additional Rural Bitumen Reseals \$0.12M
- Additional Rural Gravel Resheeting \$0.66M



The Committee will be aware that the under the Fit for the Future Program, a plan has been developed to seek to address Council's Road Asset Infrastructure Backlog over the next 10 years. This Program releases \$4.29M from Council's Internally Restricted Assets from 2015/2016. While it is proposed to allocate the large majority of the proposed 14.25% Special Rate Variation to the Infrastructure Backlog, Council will still struggle to achieve the required Levels of Service in respect of its Road Asset Class unless additional grant funds can be directed to this area and particularly the Regional Road Asset Class. This matter was highlighted in the Fit for the Future Roadmap, with the alternative being an even greater Special Rate Variation.

Accordingly, it is recommended that the funds be allocated as shown.

Additional \$2.1M Roads to Recovery Program Funding Allocation 2016/2017 – Fuel Excise Indexation

As indicated, the Federal Government has announced that Council will receive an additional \$2.1M under the Roads to Recovery Program in 2016/2017. While staff are undertaking investigations of Council's Road Network needs, prior to a further report being provided to Council, some preliminary consideration of this matter is appropriate at this time.

Should Council resolve to allocate the \$0.78M 2015/2016 additional Roads to Recovery Allocation as indicated in this report, and taking into consideration Council's Fit for the Future Roadmap, this will place Council in a position, based on currently available information, where the following components of its Roads Program are funded on a continuing basis:

- Recurrent Gravel Resheeting Program;
- Recurrent Bitumen Reseals Program;
- Major Heavy Patching Program;
- Bitumen Stabilisation Program;
- Bitumen Rehabilitation Program;
- Bridges Program; and
- Culverts and Causeways Program.

That said the following components of the Roads Program cannot be funded until 2020/2021 or beyond:

- Bitumen Roads Shoulder Widening;
- Bitumen Road Re-alignment; and
- New Bitumen.

Accordingly, it is proposed that a program be developed for the additional \$2.1M 2016/2017 Roads to Recovery Program based on Council's Asset Management and Upgrade needs in the unfunded areas of:

- Bitumen Roads Shoulder Widening;
- Bitumen Road Re-alignment; and
- New Bitumen.

As this is a "one-off funding opportunity", it is proposed that this program will be based on the upgrade of Roads of Strategic Economic importance which:

- Carry Heavy Vehicles, and which do not duplicate existing Regional Road and State Highway heavy vehicle routes (ie excludes Roads such as the Delungra By-pass); and/or,
- High (non-residential local) traffic volume roads;
- School Bus Routes; and
- Priority be given to Shire Roads Projects that are not eligible for funding from the Block Grant, Block Grant Supplementary and Regional Roads Repair Programs.

The types of projects that have been raised by Council in the past that could be considered in this \$2.1M program include:

- Further shoulder widening south of Yetman on the Warialda Road (Regional Road);
- Shoulder widening on MR187 (Regional Road);
- Extension of bitumen seal on Kings Plains Road to Woodstock Intersection (Shire Road); and
- Auburnvale Road shoulder widening and re-alignment, McBride's Lane to Mason's Lane (Shire Road).

A report will be presented to the Committee in February, 2016 prior to the presentation of the 2016/2017 Draft Budget in this matter.

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

**Strategy:** S.10 Maintain and enhance a safe, efficient and effective local road network.

**Term Achievement:** S.10.01 Road network capacity, safety and efficiency are improved and traffic congestion is reduced.

**Operational Objective:** S.10.01.01 A program is being implemented to address deficiencies and areas of congestion in the local road network.

#### **POLICY IMPLICATIONS:**

Nil.

#### **CHIEF FINANCIAL OFFICERS COMMENT:**

Financial details are included in the report. The allocation of the funding as indicated will result in the following funds being available in 2015/2016:

• Bitumen Reseals	\$ 3,869,066
• Gravel Resheeting	\$ 3,105,140
• Heavy Patching/Stabilisation/Rehabilitation	\$ 3,322,837
• Culverts/Causeways	<u>\$ 314,000</u>
	\$10,611,043

This will take Council's total 2015/2016 Shire Roads Budget including Maintenance to \$16,565,816.

#### **LEGAL IMPLICATIONS:**

The funds must be expended in accordance with the Roads to Recovery Program Funding Guidelines.

#### **RECOMMENDATION:**

*That the Committee recommend to Council that:*

- i) *the additional \$0.78M to be received for the 2015/2016 Roads to Recovery Program be allocated as follows:*
  - a) *Additional Bitumen Reseals* *\$0.12M*
  - b) *Additional Gravel Resheeting* *\$0.66M*
- ii) *a further Report be submitted to the Committee in respect of the specific projects that can be undertaken from the additional \$2.1M 2016/2017 allocation in the areas of Bitumen Roads Shoulder Widening, Bitumen Road Re-alignment and New Bitumen; and*

*iii) Council write to the Deputy Prime Minister, Hon Warren Truss expressing Council's gratitude for the substantial additional allocation of funds for the Roads to Recovery Program and respectfully request that the Roads to Recovery Program additional allocations be maintained in future years from the Fuel Excise indexation.*

<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S15.8.25/08
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>COMMUNITY BUILDING PARTNERSHIP PROGRAM</b>	
<b>PREPARED BY:</b>	Ken Beddie, Director Corporate and Economic Services	

**SUMMARY:**

Applications are currently being prepared for the 2015 Community Building Partnership Program. Council's Manager Integrated Planning is currently preparing Applications in this matter and Council's endorsement of the Projects is sought.

**COMMENTARY:**

Applications are currently being prepared for the 2015 Community Building Partnership Program. Council is preparing Applications for the following Projects:

Inverell Pioneer Village.

Replace Foundations on Goonoowiggal School Building (White Ant infestation/damage) - \$60,000.00 Project. Application for \$30,000.00 with Pioneer Village to provide \$30,000.00 required matching cash contribution.

Ashford Skate Park.

Construction of Ashford Skate Park - \$60,000.00 Project. Application for \$30,000 with Council to provide the required \$30,000.00 matching contribution. This facility has been an ongoing Ashford Community request particularly from the youth of Ashford.

Delungra Yard Dog Trials.

Upgrade of Coolroom and Kitchen Facilities at the Delungra Sports Ground to cater for Yard Dog Trials and Horse Sports Events - \$20,000.00 Project. \$10,000.00 in-kind contribution from the Trust.

Yetman Exercise Equipment.

Provision of Exercise Equipment at Yetman - \$40,000.00 Project. \$10,000.00 Community Building Partnership Application, \$10,000.00 Foundation for Rural and Regional Renewal Application and \$20,000.00 matching contribution for Council. This has been a long term request from the Yetman Community since the Exercise Equipment was originally installed in Inverell.

These are all worthy community projects which support Council's Strategic Plan objectives. The Member for Northern Tablelands, Mr Adam Marshall has indicated his support in this matter.

It is understood that a number of local community groups are also seeking funding under this program.

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

**Strategy:** S.07 Provide accessible and usable recreation facilities and services meet the needs of the community.

**Term Achievement:** S.07.01 Recreational and leisure facilities and services that meet community needs and are maintained to promote optimal utilisation.

**Operational Objective:** S.07.01.01 Facilitate joint use of the Shire's recreation and leisure facilities, sporting and open space facilities including co-location of programs.

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Council has provided \$60,000.00 in the 2015/2016 Budget to cover the cost of any cash contributions required for Council sponsored projects.

**LEGAL IMPLICATIONS:**

Council will need to comply with the Grant Funding Agreements.

**RECOMMENDATION:**

*That the Committee recommend to Council that the 2015 Community Building Partnership Applications be endorsed.*

<b>ITEM NO:</b>	3.	<b>FILE NO:</b> S5.10.105	
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure.		<b>S</b>
<b>SUBJECT:</b>	<b>EXPIRING LEASE AGREEMENT – BILLABONG BLUE</b>		
<b>PREPARED BY:</b>	Hayley Nichols, Corporate Support Officer - Publishing		

**SUMMARY:**

The Committee is requested to consider renewing the Lease Agreement with Billabong Blue for tenancy within 13-31 Campbell Street, Inverell.

**COMMENTARY:**

The Lease Agreement with Billabong Blue for tenancy within 13-31 Campbell Street, Inverell is due to expire 17 August, 2015.

The Committee is requested to consider renewing the Lease Agreement with Billabong Blue for tenancy within 13-31 Campbell Street, which is utilised for the purpose of gem fossicking displays, gem cutting and gem sales. No non-compliance with the terms of the Lease has occurred during the lease period.

It is suggested the Lease be renewed for a three (3) year term with a further three (3) year option and that the Lease Fee be \$5850 per annum (GST Inclusive) with a 3% increase per annum.

**RECOMMENDATION:**

*That the Committee recommend to Council that:*

- i) Council renew the Agreement for a further three (3) year period with a further three (3) year option under the same terms and conditions;*
- ii) the Lease Fee be \$5850 per annum (GST Inclusive) with a 3% increase per annum; and*
- iii) the Lease Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

<b>ITEM NO:</b>	4.	<b>FILE NO:</b> S32.10.1/08
<b>DESTINATION 1:</b>	A recognised leader in a broader context	<b>R</b>
<b>SUBJECT:</b>	<b>REQUEST FOR REDUCTION ON WATER ACCOUNT (LISTING)</b>	
<b>PREPARED BY:</b>	Jessica Evans, Debtors Clerk	

**SUMMARY:**

Council has received a letter regarding an excessive water account and seeks Council's assistance by issuing an amended account based on average usage. The Committee is asked to consider a confidential report that has been prepared in respect of this matter.

**COMMENTARY:**

*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 includes information provided by the applicants which is considered to be sensitive.

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

- a) The personal hardship of any resident or ratepayer, 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:** R.07 Council is recognised for and distinguished by its management, innovation and customer service.

**Term Achievement:** R.07.01 Council's operating culture is flexible, efficient, integrated and aligned to Council's strategic objectives and program delivery.

**Operational Objective:** R.07.01.01 Implement a structured program of continuous improvement, based on identifying and adopting leading practice, across the organisation.

**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 matters and information are 'the personal hardship of any resident or ratepayer.' (Section 10A(2)(b) 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.*

<b>ITEM NO:</b>	5.	<b>FILE NO:</b> S9.1.2
<b>DESTINATION 2:</b>	A community that is healthy, educated and sustainable	<b>C</b>
<b>SUBJECT:</b>	<b>APPOINTMENT OF STATE EMERGENCY SERVICE (SES) CONTROLLERS (LISTING)</b>	
<b>PREPARED BY:</b>	Paul Henry, General Manager	

**SUMMARY:**

Advice has been received from the Acting Regional SES Controller, North West Region in respect of the appointment of the Inverell, Ashford and Yetman SES Unit Controllers. Council is asked to consider a confidential report in this matter.

**COMMENTARY:**

*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 includes personal information.

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

- a) Personnel matters concerning particular individuals (other than councillors.)
- 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:** C.03 Promote an ordered and safe Community.

**Term Achievement:** C.03.02 Appropriate management plans and facilities are developed and implemented in partnership with emergency services.

**Operational Objective:** C.03.02.01 To ensure the availability of an adequate emergency response service within the Shire to deal with the natural disasters and man made incidences.

**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 matters and information are 'Personnel matters concerning particular individuals (other than councillors).'*'(Section 10A(2)(a) 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.*

## APPENDIX 1

## ***Fuel excise change a boost for local roads***

Media Release  
Warren Truss  
Deputy Prime Minister  
Minister for Infrastructure and Regional Development  
23 June 2015

*Councils across Australia will receive an extra \$1.105 billion over the next two years from the Australian Government for local road and street works following the reintroduction of Consumer Price Index-linked fuel excise.*

*Deputy Prime Minister and Minister for Infrastructure and Regional Development Warren Truss said every cent of the extra \$23 billion revenue raised through the excise over the next decade and beyond will be invested in roads infrastructure.*

*"The Government has reached agreement with the Labor Party for the passage of the fuel excise indexation legislation, an important element in our Budget repair plan," Mr Truss said.*

*"As part of our ongoing commitment to road infrastructure, we will provide an additional \$1.105 billion specifically for the Roads to Recovery Programme over the next two years.*

*"This popular roads programme was introduced by the Howard/Anderson Government. Since coming to government, we have expanded it and made it permanent to give local government and their communities the surety they need that local roads will be future-proofed.*

*"What today's decision means is that local governments across Australia will receive an extra \$300 million in 2015–16 under Roads to Recovery, on top of the \$700 million they are already receiving—a \$1 billion cash injection in local roads over the next 12 months.*

*"In 2016–17, local government will receive an extra \$805 million in addition to the \$350 million they were already scheduled to receive under Roads to Recovery—\$1.155 billion next financial year.*

*"Since the programme began in early 2001, councils have used the funding provided to repair and upgrade more than 45,000 local streets and road locations, making it the largest investment in Australia's local roads ever undertaken.*

*"Today we are ensuring many thousands more will be built and repaired."*

*Tying the indexation of the fuel excise to changes in inflation will provide the Australian Government with a predictable and guaranteed source of revenue to build the infrastructure Australia needs.*

*"For a motorist who consumes 50 litres of fuel each week, the impact amounts to just 40 cents, an impact that will be minimised through congestion-busting road infrastructure," Mr Truss said.*

*"Importantly, the Roads to Recovery Programme allows councils to directly fund local road projects based on local needs, with local knowledge playing a major role in the programme's success."*

*The fuel excise will increase twice a year in February and August, in line with movements of the Consumer Price Index.*

*The extra \$1.105 billion being pumped into Roads to Recovery will be paid to councils under the usual formula as part of their regular quarterly payments without any requirement for councils to match the extra money.*

**TO ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING 12/08/2015**

<b>ITEM NO:</b>	1.	<b>FILE NO:</b> S23.16.5/08
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>STORES &amp; MATERIALS STOCKTAKE</b>	
<b>PREPARED BY:</b>	Ryan Dick, Expenditure Controller	

**SUMMARY:**

A physical Stocktake was undertaken of Council's Stores and Materials as at **7 July, 2015 at 10:30 am**, for GENERAL, WATER AND SEWER STORES for **INVERELL**.

**COMMENTARY:**

<u>FUND</u>	<u>ADJUSTMENT</u>	<u>NET</u>
GENERAL	WRITE-ON	730.31
GENERAL	WRITE-OFF	-117.05
WATER	WRITE-ON	3.52
WATER	WRITE-OFF	-16.75
SEWER	WRITE-ON	0.00
SEWER	WRITE-OFF	0.00
	<b>TOTAL</b>	<b>\$600.03</b>

<b><u>STOCKTAKE DISCREPANCY LIST</u></b>						
<u>ITEM</u>	<u>DESCRIPTION</u>	<u>DATE &amp; TIME OF COUNT</u>	<u>BOOK BALANCE QTY</u>	<u>COUNT QTY</u>	<u>DIFF</u>	<u>\$ VALUE ADJ</u>
102765	W2 – 4B, CL:1	07/07/15 – 10:30am	18	19	1	41.00
102770	W4 – 1B C11		10	11	1	46.06
102925	Bracket – TD1		280	279	-1	-2.00
102310	Safety – Ear Plugs		294	291	-3	-0.60
102335	Glove – Leather		313	324	11	38.73
102340	Glove – Rubber Size 9		180	178	-2	-1.73
102420	Overalls – Disposable		44	43	-1	-7.72
102460	Shirt Microfibre VPML – Y/N		157	158	1	20.70
102465	Trouser – Drill Gen Y Navy		118	124	6	161.42
102505	Shirt – Cotton Drill		111	110	-1	-27.51
200070	Threadtape		94	89	-5	-6.55
200095	Marker plate – H.P.		33	32	-1	-4.09
200110	Marker plate – W.M.		35	34	-1	-6.11
200200	Slip Coupling 90mm		21	23	2	3.52

101435	Distillate – On Road Bulk		21,110	21,470	360	422.40
101445	Petrol – Unleaded		1,613	1,545	-68	-77.49
					<b>TOTAL</b>	<b>600.03</b>

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

**Strategy:** S.01 Sound Local Government Administration, Governance and Financial Management are provided.

**Term Achievement:** S.01.05 Best Practice in Procurement and Inventory Management have been adopted and implemented.

**Operational Objective:** S.01.05.01 To provide and maintain quality stock control of goods and material purchasing activities.

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

An adjustment of **\$600.03** is required to be undertaken in the stores ledger.

**LEGAL IMPLICATIONS:**

The Stocktake is a Financial Regulation and Audit Requirement.

**RECOMMENDATION:**

*That the Committee recommend to Council that:*

- i) the stores and materials Stocktake information be received and noted; and*
- ii) the adjustment of **\$600.03** be made in the Stores Ledger.*

<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S12.12.2/08
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>GOVERNANCE - MONTHLY INVESTMENT REPORT</b>	
<b>PREPARED BY:</b>	Paul Pay, Manager Financial Services	

**SUMMARY:**

To report the balance of investments held as at 31 July, 2015.

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**COMMENTARY:**

Contained within this report are the following items that highlight Council's Investment Portfolio performance for the month to 31 July, 2015 and an update of the investment environment:

- (a) Council's investments as at 31 July, 2015.
- (b) Council's Investments by Fund as at 31 July, 2015.
- (c) Interest – Budgeted vs Actual.
- (d) Investment Portfolio Performance.
- (e) Investment Commentary.
- (f) Certification – Responsible Accounting Officer.

**A) Council Investments as at 31 July, 2015.**

<b>Term Deposit Investment Group</b>											
<i>Investment No.</i>	<i>Borrower</i>	<i>Account No.</i>	<i>FUND</i>	<i>Rating</i>	<i>Risk Rating</i>	<i>Purchase Date</i>	<i>Maturity Date</i>	<i>Current Yield</i>	<i>Principal Value</i>	<i>Current value</i>	<i>Term (days)</i>
15/05	National Australia Bank	94-943-0648	Water	A1+	1	13-Aug-14	13-Aug-15	3.75%	1,000,000	1,000,000	365
15/06	AMP BANK	450193	General	A1	2	19-Aug-14	14-Aug-15	3.60%	1,000,000	1,000,000	365
15/24	ING	133764	General	A1	2	23-Feb-15	24-Aug-15	3.11%	1,000,000	1,000,000	182
15/11	St George Bank	354191684	Water	A1+	1	02-Sep-14	02-Sep-15	3.70%	1,000,000	1,000,000	365
14/09	NECU (community mutual)	704899-35656	General	NR	3	04-Sep-13	04-Sep-15	4.00%	1,000,000	1,000,000	730
14/11	NECU (community mutual)	704899-28732	General	NR	3	12-Sep-13	11-Sep-15	4.00%	1,000,000	1,000,000	729
15/28	ING	135175	General	A1	2	16-Mar-15	14-Sep-15	3.03%	1,000,000	1,000,000	182
14/13	CBA	255650139260	General	A1+	1	16-Sep-13	16-Sep-15	4.00%	1,000,000	1,000,000	730
14/15	National Australia Bank	94-942-1426	General	A1+	1	16-Sep-13	16-Sep-15	4.11%	1,000,000	1,000,000	730
15/23	National Australia Bank	73-096-3984	Sewer	A1+	1	17-Dec-14	17-Sep-15	3.61%	2,000,000	2,000,000	274
14/16	NECU (community mutual)	704899-28833	General	NR	3	23-Sep-13	23-Sep-15	4.00%	1,000,000	1,000,000	730
15/29	St George Bank	353307121	General	A1+	1	08-Apr-15	08-Oct-15	2.80%	2,000,000	2,000,000	183
15/16	National Australia Bank	11-976-1659	General	A1+	1	15-Oct-14	15-Oct-15	3.60%	1,000,000	1,000,000	365
15/30	St George Bank	352507702	General	A1+	1	16-Apr-15	16-Oct-15	2.77%	1,000,000	1,000,000	183
15/18	Westpac	032-555 21-2740	General	A1+	1	28-Oct-14	28-Oct-15	3.59%	3,000,000	3,000,000	365
15/31	Bank West	4356369	Sewer	A1+	1	28-May-15	28-Oct-15	3.00%	2,000,000	2,000,000	153
15/20	CBA	255650139682	Sewer	A1+	1	11-Dec-14	11-Dec-15	3.55%	1,500,000	1,500,000	365
15/35	National Australia Bank	84-516-3709	General	A1+	1	17-Jun-15	14-Dec-15	3.00%	2,000,000	2,000,000	180
15/33	National Australia Bank	94-191-1076	General	A1+	1	01-Jun-15	04-Jan-16	3.00%	2,000,000	2,000,000	217
15/34	National Australia Bank	13-782-7359	General	A1+	1	10-Jun-15	11-Jan-16	3.00%	1,000,000	1,000,000	215
15/37	St George Bank	354564217	General	A1+	1	22-Jun-15	22-Jan-16	3.05%	2,000,000	2,000,000	214
15/36	Suncorp	4010002104	General	A1+	1	22-Jun-15	18-Jan-16	3.00%	1,000,000	1,000,000	210
15/32	CBA	255650138612	General	A1+	1	28-May-15	28-Jan-16	3.05%	1,000,000	1,000,000	245
15/38	National Australia Bank	16-437-5597	Water	A1+	1	22-Jun-15	23-Mar-16	3.05%	1,000,000	1,000,000	274
16/01	National Australia Bank	39-818-0450	General	A1+	1	15-Jul-15	11-Apr-16	2.95%	2,000,000	2,000,000	271
15/19	CBA	255650139690	General	A1+	1	11-Dec-14	11-Dec-16	3.80%	1,000,000	1,000,000	732
14/22	Westpac	032-555 23-2282	General	A1+	1	17-Dec-13	16-Dec-16	4.31%	2,000,000	2,000,000	1095
15/01	CBA	255650139789	General	A1+	1	15-Jul-14	15-Jul-17	4.05%	1,000,000	1,000,000	1095
15/02	CBA	255650140915	General	A1+	1	15-Jul-14	15-Jul-17	4.05%	1,000,000	1,000,000	1095
15/03	CBA	255650140923	General	A1+	1	15-Jul-14	15-Jul-17	4.05%	1,000,000	1,000,000	1095
15/09	CBA	255650141168	General	A1+	1	01-Sep-14	01-Sep-17	3.90%	1,000,000	1,000,000	1096
15/10	Bank of Queensland	11307	General	A1	2	02-Sep-14	03-Sep-18	4.10%	1,000,000	1,000,000	1462
<b>Sub Total - Term Deposit Investment Group</b>									<b>TOTALS</b>	<b>42,500,000</b>	<b>42,500,000</b>

Cash Deposits Accounts Investment Group											
As at Date	Borrower	Account No.	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value	
31/7/15	National Australia Bank (Cash Maximiser)	83-038-3012	General	A1+	1			2.80%	1,000,000	1,000,000	
31/7/15	UBS Cash Management Account	450193	General	A1+	1			2.25%	43,367	43,367	
Sub Total - Cash Deposits Accounts Investment Group									1,043,367	1,043,367	
Floating Rate Notes Investment Group											
As at Date	Borrower	Account No.	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value	
Sub Total - Floating Rate Notes Investment Group								-	-		
Structured Products Investment Group											
As at Date	Borrower	Account No.	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Written Down Value 30-6-15	Current value
30/6/15	Lehman Brothers Treasury Co B.V (CPPI-7	7457	Water	DD	5		9/5/2010*	0.00%	300,000	18,000	18,000
Sub Total - Structured Products Investment Group								-	300,000	18,000	18,000

The written down value of the Structured Product Investment Group as at 30 June, 2015 was \$18,000, now holding at \$18,000. As previously advised, the write down in the value of Structured Products, has been funded from previous years above benchmark investment returns (\$6.8M) which had been held in Internal Restricted Assets. These investments were all rated AA- and up to AAA (strong investment grade) when they were entered into and were permissible under the Ministers Investment Order. As Noted by the Auditor in their 2011/2012 Audit Report, the Sewer Fund maintains a sound financial position to meet its operational requirements and the Water Fund maintains a strong financial position.

**B) Council Investments by Fund 31 July, 2015**

Portfolio by Fund	as at 30-6-2015	as at 30-6-2015
General Fund	35,043,367	35,043,367
Water Fund	4,018,000	3,018,000
Sewer Fund	5,500,000	5,500,000
<b>TOTAL</b>	<b>44,561,367</b>	<b>43,561,367</b>

Council's investment portfolio has decreased by \$1,000,000. This decrease was in respect of normal cash flow movements for receipts collected and payments made during July 2015.

While the level of Investments has been largely maintained over recent years, these will decrease during 2015/2016 as a number of major projects are completed. These include:

- Ashford Water Treatment Plant \$ 1.0M
- Inverell Sewerage Treatment Works \$ 3.0M
- Infrastructure Backlog Program \$4.01M

In addition to these amounts, Council also holds substantial unexpended Grant Funds in the General Fund which can only be utilised for the purpose for which they were granted.

**C) Interest – Budgeted verses Actual Result to Date**

	Ledger	2015/2016 Budget	Actuals to Date
General Fund	128820	938,800.00	8,075.34
Water Fund	812350	50,000.00	2,270.96
Sewer Fund	906320	70,000.00	-
<b>TOTAL</b>		<b>1,058,800.00</b>	<b>10,346.30</b>

The interest received to date (cash basis) is in accordance with Budget and does not include accruals. It is again expected that Council's Investment Portfolio will achieve benchmark returns in 2015/2016 however; further Reserve bank interest rate cuts will apply pressure on this target.

**D) Investment Portfolio Performance**

Investment Portfolio Return		Benchmarks	
	% pa	UBSA Bank Bill	11am Cash Rate
Benchmark as at 31-7-2015		2.67%	2.00%
Term Deposits	3.52%		
Cash Deposit Accounts	2.53%		
Floating Rate Notes			
Structured Products*	0.00%		

\*Structured Products exclude 1 CDO's currently in default and returning zero coupon



**E) Investment Commentary**

Council's investment portfolio returns exceeded the 11am Cash Rate benchmark in all investment categories except for Structured Products and Term Deposits exceed the UBSA Bank Bill Index benchmark. Money is held in cash deposits accounts for liquidity purposes.

Council's investment portfolio of \$43.5M is almost entirely invested in fixed term deposits. Overall, the portfolio is highly liquid, highly rated and short-dated from a counterparty perspective.

As widely anticipated, the RBA kept the official cash rate unchanged at 2.00% in its meeting in July. The board appears to have removed its easing bias and is monitoring "information on economic and financial conditions to be received over the period ahead". Risks to the downside remain and any further easing will depend on the board's confidence in the outlook for unemployment and growth.

With ongoing concerns globally in Greece and China, money markets have again fully priced in another rate cut by April 2016, although it has been fluctuating with news flow.

Council staff will continue to monitor interest movements to ensure the best possible returns on investments.

**F) Certification – Responsible Accounting Officer**

I Ken Beddie, hereby certify that the investments listed in this report have been made in accordance with Section 625 of the *Local Government Act 1993*, Clause 212 of the Local Government (General) Regulations 2005 and Council's Investment Policy.

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

**Strategy:** S.01 Sound Local Government Administration, Governance and Financial Management are provided.

**Term Achievement:** S.01.02 A sound long term financial position is maintained.

**Operational Objective:** S.01.02.01 To manage Council Finances with the view to ensuring Council's ongoing financial health and stability, the discharge of statutory and fiduciary responsibilities, proper accounting systems and standards and an efficient and equitable revenue base.

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

It is noted that the volatility for current financial markets and pending legal actions will not impact on Council's Rates and Charges, its ability to deliver its existing Services across the funds, or its medium or long term sustainability. Council's overall Investment Portfolio remains sounds.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the Committee recommend to Council that:*

- i) the report indicating Council's Fund Management position be received and noted;*
- and*

ii) *the Certification of the Responsible Accounting Officer be noted.*