



The Inverell Shire Public Library celebrated its 75th Anniversary on 17 March, 2015.

Business Paper Ordinary Meeting of Council 25 March, 2015

INVERELL SHIRE COUNCIL

NOTICE OF ORDINARY MEETING OF COUNCIL

19 March, 2015

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 25 March, 2015, commencing at **3pm**.

Your attendance at this Ordinary Meeting of Council would be appreciated.

P J HENRY PSM

GENERAL MANAGER

A G E N D A






SECTION A	APOLOGIES CONFIRMATION OF MINUTES DISCLOSURE OF CONFLICT OF INTERESTS/PECUNIARY AND NON-PECUNIARY INTERESTS PUBLIC FORUM
SECTION B	ADVOCACY REPORTS
SECTION C	COMMITTEE REPORTS
SECTION D	DESTINATION REPORTS
SECTION E	INFORMATION REPORTS
SECTION F	QUESTIONS WITHOUT NOTICE
SECTION G	CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)

11.30AM	TOUR OF ASHFORD WATER TREATMENT PLANT
2PM	AFTERNOON TEA

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>Destinations</i>	<i>Icon</i>	<i>Code</i>
<p>1. A recognised leader in a broader context.</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>2. A community that is healthy, educated and sustained.</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>3. An environment that is protected and sustained.</p> <p>Giving priority to sustainable agriculture, the protection and conservation of rivers, waterways bio diversity and the built environment.</p>		E
<p>4. A strong local economy.</p> <p>Giving priority to economic and employment growth and the attraction of visitors.</p>		B
<p>5. The Communities are served by sustainable services and infrastructure.</p> <p>Giving priority to the provision of community focused services and the maintenance, enhancement and upgrade of infrastructure.</p>		S



MEETING CALENDAR

October 2014 – September 2015

	TIME	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT
		Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed
Ordinary Meetings	3:00 pm	22	26	17	No Meeting	25	25	22	27	^24	22	26	*23
Major Committees		Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed
Civil and Environmental Services	8:30 am	8	12	No Meetings	No Meetings	11	11	8	13	10	8	12	9
Economic and Community Sustainability	10:30 am												

^ Meeting at which the Management Plan for 2015/2016 is adopted. *Mayoral Election, to be conducted. (September)

- Members of the public are invited to observe meetings of the Council.
Should you wish to address Council, please contact the Office of the General Manager on 6728 8206.

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MINUTES OF THE ORDINARY MEETING OF INVERELL SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 25 FEBRUARY, 2015, COMMENCING AT 3 PM.

PRESENT: Cr P J Harmon (Mayor) [Chairperson], Crs D F Baker, H N Castledine, P J Girle, B C Johnston, D C Jones, A A Michael, M J Peters and J A Watts.

The General Manager (Paul Henry), Director Corporate & Economic Services (Ken Beddie) and Director Civil & Environmental Services (Brett McInnes).

APOLOGIES **S13.6.9/08**

Nil.

CONFIRMATION OF MINUTES **S13.5.2/08**

1/15 RESOLVED (Watts/Johnston) that the Minutes of the Ordinary Meeting of Council held on 17 December, 2014, as circulated to members, be confirmed as a true and correct record of that meeting.

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

There were no interests declared.

PUBLIC FORUM **S13.5.6/08**

At this juncture, the time being 3.02pm, the Mayor welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak:

Mrs Sue Moran Town Centre Renewal Plan (TCRP)

Mrs Moran spoke in respect of her opposition to Council proceeding with the TCRP, particularly the removal of Plane Trees and the construction of a central median strip.

Ms Caroline Wilson Town Centre Renewal Plan (TCRP)

Note: Ms Wilson handed the General Manager a folder of petitions prior to addressing Council.

Ms Wilson spoke in respect of her opposition of the TCRP. Ms Wilson indicated that it is her belief that adequate consultation has not been undertaken in this matter. Ms Wilson provided a range of information in respect of the petition the Concerned Inverell's Ratepayer's Association have undertaken in this matter. Ms Wilson noted that a TCRP of some description is required for Inverell's economic benefit, but not the Plan in its current format.

Mr Larry Cameron Town Centre Renewal Plan (TCRP)

Mr Cameron spoke in respect of his opposition of the TCRP. Mr Cameron indicated that he had spoken to a range of ratepayers who indicated that they did not want a central median strip with Pin Oaks, the Plane Trees removed or a "mini mall/town square" at the Evans and Otho Street intersection.

Mr Greg Moran Town Centre Renewal Plan (TCRP)

Mr Moran spoke in respect of the TCRP and particularly road matters, noting his discussions with the NSW Roads & Maritime Services (RMS).

Mr Moran raised a range of concerns with the TCRP and asked for further community consultation to be undertaken in the matter. Mr Moran believes that some other components of the TCRP would provide good outcomes when implemented.

Mrs Desie Kearsey Town Centre Renewal Plan (TCRP)

Mrs Kearsey spoke in respect of her opposition of the TCRP.

Mrs Kearsey opposes the removal of the Plane Trees and the construction of a central median strip. Mrs Kearsey indicated that it was her opinion that Inverell does not require a TCRP.

At this juncture, the time being 3.31pm, the Public Forum Session closed and Council resumed the balance of the Agenda.

SECTION B ADVOCACY REPORTS

Cr Michael Ashford SES Headquarters

Cr Michael noted the recent successful opening of this critical infrastructure and the benefits this will generate for residents in the northern area of the shire.

Cr Michael Higher Mass Limits (HML) Vehicles

Cr Michael noted that he attended an inspection of the Bruxner Highway with the Member for Northern Tablelands, Mr Adam Marshall in an attempt to gain funding for the HML Assessment of this transport route.

Cr Baker Inverell Equestrian Council (IEC)

Cr Baker noted a recent meeting of the IEC. Cr Baker advised that a number of activities have been planned for 2015. The group is now debt free and will shortly be erecting a new fence around the arena with Council donated materials.

Cr Castledine Australia Day 2015

Cr Castledine noted the recent Australia Day celebrations and asked if additional power points could be located in Victoria park.

Cr Castledine Shire Infrastructure

Cr Castledine noted that a number of asset inspections have been undertaken including the Ashford Water Treatment Plant, Delungra area roads and the Nullamanna Road.

Cr Jones NBN

Cr Jones noted that he has received written advice that no NBN tower will be located in the Fernhill Road area. Residents who want a tower in this location will need to lobby the Federal Government.

1. **MAYORAL MINUTE: TOWN CENTRE RENEWAL PLAN** **S30.11.4**

2/15 RESOLVED (Harmon/Johnston) that the executive members of the Concerned Inverell's Ratepayer's Association (CIRA) be invited to meet with Council representatives to discuss their concerns.

At this juncture, the time being 3.34pm, Cr Baker left the Chambers.

2. **NOTICE OF MOTION: PLANE TREES** **S13.5.3 & S30.11.4**

MOTION (Peters/Jones) that Inverell Shire Council:

- 1) acknowledge the concerns raised in the CIRA petition.
- 2) undertake as stipulated in Chapter 3 of the Local Government Act 1993 to "keep the local community ... informed about its activities" and in doing so engage with the community in a consultative process by implementing forums with voting capacity.
- 3) amend the TCRP and in doing so, refrain from removing the London Plane trees and inserting a median strip in Otho St and Byron St.
- 4) place an addendum to the TCRP that whenever in the future a London Plane tree has to be removed, that it be replaced with either another London Plane tree or Ornamental Plane tree and given appropriate treatment such as placement where possible into beds.

The Motion on being put to the meeting was lost.

At this juncture, the time being 3.46pm, Cr Baker returned to the meeting.

ADJOURNMENT

At this juncture, the time being 3.47pm, Council adjourned.

RESUMPTION

At this juncture, the time being 3.52pm, Council reconvened.

SECTION C
COMMITTEE REPORTS

1. **INVERELL LIQUOR CONSULTATIVE COMMITTEE MEETING MINUTES**
S19.9.1

3/15 RESOLVED (Baker/Johnston) that:

- i) the Minutes of the Inverell Liquor Consultative Committee Meeting held on Tuesday, 2 December, 2014, be received and noted; and

the following recommendation of the Inverell Liquor Consultative Committee be adopted by Council:

1. **INVERELL & DISTRICT LIQUOR ACCORD TERMS DOCUMENT**
S19.9.1

That the Inverell & District Liquor Accord Terms Document be adopted.

2. ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING
MINUTES – 11 FEBRUARY 2015 S4.11.17/07

4/15 RESOLVED (Watts/Michael) that:

- i) *the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 11 February, 2015, be received and noted; and*
- ii) *the following recommendations of the Economic & Community Sustainability Committee be adopted by Council:*

1. FIT FOR THE FUTURE (FFF) ROADMAP - WATER AND SEWERAGE
ACTIVITIES S13.1.2

That:

- i) *Council's Water and Sewer Operations continue on a stand alone basis, noting the strong financial position, scale and capacity of these Council undertakings;*
- ii) *Council maintain the current framework and practices for water and sewer management inclusive of its current pricing structure;*
- iii) *Council review its water and sewer pricing structure against Council's operational need and the Office of Water 'Best Practice Management Framework' (BPMF) on an annual basis;*
- iv) *Council note Council's 20 Year Water and Sewer Asset Management Plans, Long Term Financial Plans and the Water and Sewer Operations SWOT Analysis.*

That Council staff be authorised to prepare Inverell Shire Council's water and sewerage Fit for the Future Roadmap in accordance with i-iv above.

2. GRAFTON TO INVERELL SPORTIFF EVENT - WAIVING OF ALCOHOL
PROHIBITED AREA REQUEST FOR VICTORIA PARK S18.8.1

That:

- i) *alcohol be permitted from 5.30pm – 11:59pm on Saturday, 21 February, 2015 in the cordoned off area in Victoria Park being utilised for the Grafton to Inverell Sportiff Event; and*
- ii) *a notice of the suspension of the Alcohol Prohibited Area be published in the Inverell Times.*

3. STORES & MATERIALS STOCKTAKE – INVERELL, NOVEMBER 2014
S23.16.5/07

That:

- i) *the stores and materials Stocktake information be received and noted; and*
- ii) *the adjustment of **-\$2,476.62** be made in the Stores Ledger.*

4. STORES & MATERIALS STOCKTAKE – INVERELL, DECEMBER 2014
S23.16.5/07

That:

- i) *the stores and materials Stocktake information be received and noted; and*

- ii) *the adjustment of **-\$162.82** be made in the Stores Ledger.*

5. STORES & MATERIALS STOCKTAKE – ASHFORD, DECEMBER 2014
S23.16.5/07

That:

- i) *the stores and materials Stocktake information be received and noted; and*
ii) *the adjustment of **\$254.07** made in the Stores Ledger.*

6. STORES & MATERIALS STOCKTAKE – FUEL TANKER T212
S23.16.5/07

That:

- i) *the stores and materials Stocktake information be received and noted; and*
ii) *the adjustment of **-\$128.22** made in the Stores Ledger.*

7. STORES & MATERIALS STOCKTAKE – FUEL TANKER T190 S23.16.5/07

That:

- i) *the stores and materials Stocktake information be received and noted; and*
ii) *the adjustment of **-\$55.20** made in the Stores Ledger.*

8. STORES & MATERIALS STOCKTAKE – INVERELL, JANUARY 2015
S23.16.5/08

That:

- i) *the stores and materials Stocktake information be received and noted; and*
ii) *the adjustment of **-\$322.45** be made in the Stores Ledger.*

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

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.*

10. QUARTERLY BUDGET AND OPERATIONAL PLAN REVIEW 2014/2015
S12.5.1/08

That:

- i) *Council's Quarterly Operational Plan and Budget Review for 31 December, 2014 be adopted; and*
ii) *the proposed variations to budget votes for the 2014/2015 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2015 from operations of \$4,959.*

**3. CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES –
11 FEBRUARY 2015 S4.11.16/07**

5/15 RESOLVED (Castledine/Jones) that:

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 11 February, 2015, be received and noted; and*
- ii) *the following recommendations of the Civil & Environmental Services Committee be considered by Council:*

**1. NORTH WEST WEIGHT OF LOADS - MEMORANDUM OF AGREEMENT
S28.11.1**

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

2. SHIRE ENTRY SIGN TEXAS ROAD - CONCEPT DESIGNS S28.9.19

That 'Option 2' be accepted with suggested font change.

3. INVERELL CRITERIUM S28.27.1/08

That:

- i) *Council approve the temporary road closure of the block bounded by Byron, Lawrence, Sweaney and Vivian Streets between 2pm and 5pm on Saturday, 21 March, 2015 to facilitate the Inverell Cycle 'n' Tri Club Criterium; and*
- ii) *the applicants be responsible for the costs associated with the closure consistent with Council's adopted fee schedule.*

**SUPPLEMENTARY SECTION C
COMMITTEE REPORTS**

6/15 RESOLVED (Watts/Baker) that the Supplementary Section C Committee Report be considered.

**4. AUDIT & RISK COMMITTEE MEETING MINUTES – 25 FEBRUARY 2015
S4.11.21**

7/15 RESOLVED (Watts/Baker) that:

- i) *the Minutes of the Audit & Risk Committee Meeting held on Wednesday, 25 February, 2015, be received and noted; and*
- ii) *the following recommendations of the Audit & Risk Committee be considered by Council:*

1. STATEWIDE MUTUAL SURPLUS DISTRIBUTION S27.1.12

That Council's Continuous Improvement Pathway – Risk Management Action Plan be noted.

2. SALE OF SURPLUS PROPERTY S5.2.0/08

That Council dispose of the property known as 370 Yetman Road, Inverell, subject to confirmation that the block cannot be further subdivided being in the Saleyards Buffer Zone.

3. BULK WATER CHARGES - GUYRA SHIRE COUNCIL S32.1.2

That the Committee recommend to Council that the Bulk Water Charge for Water Sales to Guyra Shire Council for the Tingha Water Supply for 2015/2016 be \$1.37 per kilolitre.

4. ECONOMIC FORECASTS - NSW TREASURY CORPORATION S12.20.3

That the information be received and noted.

**SECTION D
DESTINATION REPORTS**

1. PLANNING PROPOSAL - AMENDMENT NO. 2 TO INVERELL LOCAL ENVIRONMENTAL PLAN 2012 – AUTHORISATION TO PROCEED WITH MAKING OF THE PLAN S18.6.34/07

DP-A **8/15 RESOLVED** (Baker/Johnston) that:

- i) *a request be made to Parliamentary Counsel to prepare the draft instrument pursuant to Section 59 of the Environmental Planning and Assessment Act 1979;*
- ii) *the Director Civil and Environmental Services be authorised to determine the terms of the draft instrument in consultation with Parliamentary Counsel, consistent with the intent of the Planning Proposal; and*
- iii) *the draft instrument be gazetted.*

2. FIT FOR THE FUTURE (FFF) - A UNITED SERVICES UNION (USU) PERSPECTIVE S13.1.2

GM-A **9/15 RESOLVED** (Michael/Baker) that:

- i) *the report by UNE Research be noted, and*
- ii) *Council have discussions with Mr Brown on matters of concern in relation to the FFF Program.*

**SECTION E
INFORMATION REPORTS**

1. MANAGEMENT TEAM MINUTES S4.11.5/07

2. ANNUAL LEAVE S22.13.2/04

3. SHORT STREET, GILGAI S6.8.5/08

4. 2013-2014 LOCAL DEVELOPMENT MONITORING REPORT S18.6.11

5. STRATEGIC TASKS – ‘SIGN OFF’ – NOVEMBER & DECEMBER 2014 AND JANUARY, 2015 S4.13.2

6. CONSTRUCTION CERTIFICATES APPROVED FOR DECEMBER 2014 AND JANUARY 2015 S7.2.4/07 & S7.2.4/08

7. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING DECEMBER 2014 AND JANUARY 2015 S7.2.4/07 & S7.2.4/08

8. SUMMARY OF BUILDING CONSTRUCTION FOR DECEMBER 2014 AND JANUARY 2015 S7.2.4/07 & S7.2.4/08

9. DEVELOPMENT CONSENTS AND REFUSALS DURING DECEMBER 2014 AND JANUARY 2015 S18.10.2/07 & S18.10.2/08
10. SEPTIC TANK APPROVALS FOR DECEMBER 2014 AND JANUARY 2015 S29.19.1
11. ORDINANCE ACTIVITIES REPORT FOR DECEMBER 2014 AND JANUARY 2015 S18.10.1
12. TINTOT BRIDGE RENEWAL S28.7.18/23

10/15 RESOLVED (Michael/Baker) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 25 February, 2015, be received and noted.

SECTION F
QUESTIONS WITHOUT NOTICE

- | | | |
|-------|---------------------------------|---|
| MEE-A | QWN/ORD 1/15
Cr Watts | <u>Ashford Water Treatment Plant</u> <u>S5.9.12</u>

Cr Watts asked if an inspection of the new Ashford WTP could be arranged for Councillors. |
| | QWN/ORD 2/15
Cr Watts | <u>New May Street Park</u>

Cr Watts asked if this park has been officially named.

The General Manager advised that the park has not yet been named. |
| | QWN/ORD 3/15
Cr Jones | <u>Medical Services</u>

Cr Jones noted the contribution made to the Inverell community by a local medical practitioner and requested that some form of recognition be considered for their significant community contribution. |
| | QWN/ORD 4/15
Cr Girle | <u>Drug Issues</u>

Cr Girle noted concerns raised by a number of community members and requested that these matters be taken up with Police and then be acted upon by Police. |
| | QWN/ORD 5/15
Cr Girle | <u>Inverell Courthouse</u>

Cr Girle requested that Council make representations to have the exterior of the Inverell Courthouse maintained. |
| | QWN/ORD 6/15
Cr Baker | <u>Drug Issues</u>

Cr Baker asked what action can be taken by Council to encourage the anti-illicit drugs message in the Inverell Shire. |

There being no further business, the meeting closed at 4.45pm.

CR P J HARMON

CHAIRPERSON

TO ORDINARY MEETING OF COUNCIL 25/03/2015

ITEM NO:	1.	FILE NO: S22.19.1
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	MAYORAL MINUTE: SENIOR STAFF PERFORMANCE APPRAISALS (LISTING)	
PREPARED BY:	Barbara Eshman, Executive Public Relations Officer	

SUMMARY:

Annual Performance Appraisal of Senior Staff.

Formally resolve Council's position in respect of individual staff member's performance.

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 Council provides Council with information concerning the outcomes of senior staff appraisals conducted in March, 2015.

The recommendation that this item of business be considered in closed Council specifically relies upon section 10A(2)(a):

- a) Personnel matters concerning particular individuals (other than Councillors); and
- b) on balance, the public interest in preserving the confidentiality of this 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.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 OFFICER COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That the matter be referred to closed Council for consideration as:

- i) the report includes 'Personnel matters concerning particular individuals (other than Councillors)' (Section 10A(2)(a) of the Local Government Act, 1993); and*
- ii) on balance the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.*

TO ORDINARY MEETING OF COUNCIL 25/03/2015

ITEM NO:	1.	FILE NO: S4.11.16/07
DESTINATION 2 DESTINATION 3 DESTINATION 5:	A Community that is healthy, educated and sustained. An environment that is protected and sustained. The Communities are served by sustainable services and infrastructure.	CES
SUBJECT:	CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES – 11 MARCH 2015	
PREPARED BY:	Hayley Nichols, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Wednesday, 11 March, 2015.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, 144 OTHO STREET, INVERELL ON WEDNESDAY, 11 MARCH, 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.

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) and Anthony Alliston (Manager Development Services).

APOLOGIES:

There were no apologies received.

SECTION A

1. CONFIRMATION OF MINUTES

RESOLVED (Michael/Harmon) that the Minutes of the Civil and Environmental Services Committee Meeting held on 11 February, 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 Watts International Women's Day

Cr Watts informed the Committee of the International Women's Day that was held at the Inverell Art Gallery on 8 March, 2015. There were 48 attendees with the themes being 'Make it Happen' and 'What do you want to happen in Inverell?' Cr Watts will submit a future report advising of the information gathered from the event.

Cr Harmon Inverell NBN Rollout

Cr Harmon and Cr Jones met with Senator John Williams regarding the NBN rollout. A Telstra representative advised that the exchange isn't capable as yet. Senator Williams will be meeting with representatives of the NBN rollout to find out the actual issue surrounding the Township of Inverell.

Cr Harmon Inverell Hospital Redevelopment

Cr Harmon informed the Committee of the funding announcement for the Inverell Hospital. NSW Deputy Premier, Troy Grant announced a \$30M commitment to redevelop the Inverell Hospital if the Baird Government is re-elected.

Cr Harmon Sites Inspections – Funding Allocation

Cr Harmon and the Member of Northern Tablelands, Adam Marshall inspected the sites for the successful grant funding of \$191K for Waste Transfer Station and \$300K for Missing Links – footpaths and cycle ways.

**SECTION D
DESTINATION REPORTS**

1. EXPRESSIONS OF INTEREST INVERELL PUBLIC OPEN SPACE STRATEGY (LISTING) S18.6.63

RESOLVED (Harmon/Michael) that the matter be referred to Closed Council 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.*

**SECTION E
INFORMATION REPORTS**

1. ASHFORD WATER TREATMENT PLANT PCG MEETING MINUTES – 17 FEBRUARY 2015 S5.9.12
2. BRUXNER WAY BRIDGES S15.8.48
3. WORKS UPDATE S28.21.1

RESOLVED (Michael/Harmon) that the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 11 March, 2015, be received and noted.

**SECTION F
GENERAL BUSINESS**

Cr Harmon Inverell Toughen Up Challenge

Cr Harmon passed on his congratulations to the organising Committee of the Inverell Toughen Up Challenge that took place on 7 March, 2015. The event includes obstacle activities and was a success whilst also promoting health.

Cr Baker Inverell Equestrian Centre

Cr Baker advised of the working bee held at the Inverell Equestrian Centre last weekend. The day consisted of commencing replacement of the old wooden fence with a steel fence. Cr Baker congratulates the people who assisted. It was noted that Council provided the materials for this project.

Cr Baker International Women's Day

Cr Baker noted a suggestion raised at the International Women's Day, that a female Councillor become a representative to assist women in finding suitable support and services within the community.

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

At this juncture, the time being 9.18am, Cr Jones left the meeting.

At 9.18am, 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 were no members of the public present to respond.

CLOSED COMMITTEE REPORTS

At this juncture, the time being 9.19am, Cr Jones returned to the meeting.

RESOLVED (Harmon/Johnston) 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 9.34am, the Chair verbally reported that the Committee, with the Press and Public excluded, having considered the matters referred to it, recommends as follows:

1. EXPRESSIONS OF INTEREST INVERELL PUBLIC OPEN SPACE STRATEGY S18.6.63

That the Committee recommend to Council that Council engage Ross Planning to undertake the preparation of the Inverell Public Open Space Strategy.

ADOPTION OF RECOMMENDATION

RESOLVED (Harmon/Michael) that the recommendation from Closed Committee be adopted.

There being no further business, the meeting closed at 9.35am.

RECOMMENDATION:

That:

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 11 March, 2015, be received and noted; and*
- ii) *the following recommendation of the Civil & Environmental Services Committee be considered by Council:*

1. EXPRESSIONS OF INTEREST INVERELL PUBLIC OPEN SPACE STRATEGY
S18.6.63

That Council engage Ross Planning to undertake the preparation of the Inverell Public Open Space Strategy.

ITEM NO:	2.	FILE NO: S4.11.17/07
DESTINATION 1 DESTINATION 4:	A recognised leader in a broader context. A strong economy.	RB
SUBJECT:	ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 11 MARCH 2015	
PREPARED BY:	Hayley Nichols, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Wednesday, 11 March, 2015.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, INVERELL SHIRE COUNCIL, 144 OTHO STREET, INVERELL ON WEDNESDAY, 11 MARCH, 2015, COMMENCING AT 10.03AM.

PRESENT: Cr J A Watts (Chairperson), Crs D F Baker, P J Girle, P J Harmon and A A Michael.

Also in attendance: Crs H N Castledine, B C Johnston and D C Jones.

Paul Henry (General Manager), Ken Beddie (Director Corporate and Economic Services), Brett McInnes (Director Civil and Environmental Services) and Stephen Golding (Executive Manager Corporate and Community Services).

APOLOGIES:

There were no apologies received.

SECTION A

1. CONFIRMATION OF MINUTES

RESOLVED (Baker/Michael) that the Minutes of the Economic and Community Sustainability Committee Meeting held on 11 February, 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 B
ADVOCACY REPORTS

Cr Michael Chamber of Commerce

Cr Michael informed the Committee that the Chamber of Commerce TV advertising promotion will commence soon.

SUPPLEMENTARY SECTION B
ADVOCACY REPORT

RESOLVED (Harmon/Baker) that the Supplementary Section B Advocacy Report be considered.

1. INTEGRITY MANAGEMENT PROGRAM S27.3.2

RESOLVED (Harmon/Michael) that the information be received and noted.

SECTION D
DESTINATION REPORTS

1. REQUEST FOR REDUCTION IN TOWN HALL HIRE FEES/SPONSORSHIP
– GWYMAC LANDCARE S12.22.1/08 & S5.24.4/08

RESOLVED (Michael/Baker) that the Committee recommend to Council that Council not accede to the request for the reduction in Town Hall Hire Fees.

2. REQUEST FOR DONATION – DELUNGRA GIRL GUIDES S12.22.1/08

RESOLVED (Baker/Girle) that the Committee recommend to Council that Council donate \$500 to the Delungra Girl Guides with the funds being sourced from the Villages Grant Development Program.

3. BEST EMPLOYMENT LTD (LISTING) S8.3.1/08

RESOLVED (Harmon/Michael) that the matter be referred to Closed Council 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.*

4. TRANSGRID - PROPOSAL TO CREATE RIGHT OF CARRIAGEWAY -
MANDOE RADIO SITE S5.10.61

RESOLVED (Baker/Harmon) that the Committee recommend to Council that:

- i) Council agree to the purchase and creation of a 6m wide Floating or Track in Use Easement through Lot 22, DP 721168;*
- ii) Council is prepared to accept the sum of \$5,000 for the purchase of the proposed easement;*
- iii) the purchase and creation of the easement be subject to any terms and conditions as negotiated with the General Manager; and*
- iv) the Common Seal of Council be affixed to any necessary documentation.*

5. FIT FOR THE FUTURE (FFF) ROADMAP – GENERAL ACTIVITIES
S13.1.2

RESOLVED (Michael/Baker) that the Committee recommend to Council that Inverell Shire Council prepare a roadmap that is consistent with the following principles:

- a) remain a 'standalone' Council as recommended by the Independent Review Panel, and*
- b) Council has a capacity to provide leadership to a broader area within this region.*

SECTION F
QUESTIONS WITHOUT NOTICE

- | | |
|---|---|
| Cr Girle | <u>Community Drug Awareness Program</u>

Cr Girle raised the prospect of establishing a Community Drug Awareness Program. Cr Girle will provide information at the next meeting. |
| Cr Michael | <u>Development of Council Owned Land for Residential Properties S5.2.0/08</u>

Cr Michael tabled a proposal for the Committee to consider the need to generate income streams other than rates and interest on investments. Suggestions included development and subdivision to meet the increasing reduction in available developed residential blocks.

<i>RESOLVED (Michael/Baker) that a report on development of the identified Council land be prepared for the March, Ordinary Meeting of Council.</i> |
| Cr Jones | <u>Forms of Recognition S2.2.2</u>

Cr Jones requested that consideration be given to recognising a member of the Inverell community.

<i>RESOLVED (Jones/Baker) that a report be prepared for the April, Economic and Community Sustainability Committee meeting regarding Council's existing policy on Forms of Significant Recognition.</i> |
| Director
Corporate and
Economic
Services | <u>Elsmore Rural Fire Shed S5.9.18</u>

The Director Corporate and Economic Services, Mr Ken Beddie, advised that an approach has been made for the old Rural Fire Shed to be transferred to the Trustees of the Elsmore Soldiers Memorial Hall. It was noted that the old Rural Fire Shed is housed on the Hall site. A new Rural Fire Shed has been constructed on another site.

<i>RESOLVED (Michael/Harmon) that the Committee recommend to Council that Council transfer ownership of the old Rural Fire Shed at Elsmore to the Trustees of the Elsmore Soldiers Memorial Hall.</i> |

SECTION H
GOVERNANCE REPORTS

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

RESOLVED (Baker/Michael) 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.*

2. STORES & MATERIALS STOCKTAKE S23.16.5/08

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

- i) *the stores and materials Stocktake information be received and noted; and*
- ii) *the adjustment of **-\$1,526.58** be made in the Stores Ledger.*

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

At 11.55am, 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 were no members of the public present to respond.

CLOSED COMMITTEE REPORTS

RESOLVED (Harmon/Michael) 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 12.16pm, the Chair verbally reported that the Committee, with the Press and Public excluded, having considered the matters referred to it, recommends as follows:

1. BEST EMPLOYMENT LTD S8.3.1/08

That the Committee recommend to Council that Council determine a course of action for this land, after all Expressions of Interest have been considered.

ADOPTION OF RECOMMENDATION

RESOLVED (Harmon/Michael) that the recommendation from Closed Committee be adopted.

There being no further business, the meeting closed at 12.17pm.

RECOMMENDATION:

That:

- i) *the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 11 March, 2015, be received and noted; and*
- ii) *the following recommendations of the Economic & Community Sustainability Committee be considered by Council:*

1. REQUEST FOR REDUCTION IN TOWN HALL HIRE FEES/SPONSORSHIP – GWYMAC LANDCARE S12.22.1/08 & S5.24.4/08

That Council not accede to the request for the reduction in Town Hall Hire Fees.

2. REQUEST FOR DONATION – DELUNGRA GIRL GUIDES S12.22.1/08

That Council donate \$500 to the Delungra Girl Guides with the funds being sourced from the Villages Grant Development Program.

3. TRANSGRID - PROPOSAL TO CREATE RIGHT OF CARRIAGEWAY - MANDOE RADIO SITE S5.10.61

That:

- i) Council agree to the purchase and creation of a 6m wide Floating or Track in Use Easement through Lot 22, DP 721168;
- ii) Council is prepared to accept the sum of \$5,000 for the purchase of the proposed easement;
- iii) the purchase and creation of the easement be subject to any terms and conditions as negotiated with the General Manager; and
- iv) the Common Seal of Council be affixed to any necessary documentation.

4. FIT FOR THE FUTURE (FFF) ROADMAP – GENERAL ACTIVITIES S13.1.2

That Inverell Shire Council prepare a roadmap that is consistent with the following principles:

- a) remain a 'standalone' Council as recommended by the Independent Review Panel, and
- b) Council has a capacity to provide leadership to a broader area within this region.

5. DEVELOPMENT OF COUNCIL OWNED LAND FOR RESIDENTIAL PROPERTIES S5.2.0/08

That a report on development of the identified Council land be prepared for the March, Ordinary Meeting of Council.

6. FORMS OF RECOGNITION S2.2.2

That a report be prepared for the April, Economic and Community Sustainability Committee meeting regarding Council's existing policy on Forms of Significant Recognition.

7. ELSMORE RURAL FIRE SHED S5.9.18

That Council transfer ownership of the old Rural Fire Shed at Elsmore to the Trustees of the Elsmore Soldiers Memorial Hall.

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

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.

9. STORES & MATERIALS STOCKTAKE S23.16.5/08

That:

- i) the stores and materials Stocktake information be received and noted; and
- ii) the adjustment of **-\$1,526.58** be made in the Stores Ledger.

10. BEST EMPLOYMENT LTD S8.3.1/08

That Council determine a course of action for this land, after all Expressions of Interest have been considered.

TO ORDINARY MEETING OF COUNCIL 25/03/2015

ITEM NO:	1.	FILE NO: S26.4.17
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	INVERELL TENNIS CLUB – ANNUAL GENERAL MEETING (AGM)	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

Advice has been received from the Inverell Tennis Club informing Council of the new Executives elected at their Annual General Meeting. Council is requested to note the Executives elected to the respective positions on the Committee and appoint the nominated persons to the Section 355 Committee of Council responsible for the reserve on which the tennis courts are located.

COMMENTARY:

The Inverell Tennis Club held their Annual General Meeting on the 10 February, 2015. As a result of the meeting the following office bearers were elected to the Executive positions on the Committee:

- President Mr Aaron Baker
- Secretary/Treasurer Mrs June Baxter-Turner
- Senior Vice President Mr Rowan Butler
- Vice Presidents Mr Geoffrey Harris and Mr Gregory Fleming
- Competition Secretary Mrs Tess Davis
- Publicity Officer Mr Greg Fleming
- Delegates to:
 - Inverell Sports Council Mr Greg Fleming
 - Inverell Shire Council Mr Aaron Baker, Mrs June Baxter-Turner, Mr Rowan Butler

Three (3) members of the Inverell Tennis Club (Mr Aaron Baker, Mrs June Baxter-Turner, Mr Rowan Butler) have been nominated to form the Section 355 Committee of Council which is responsible for the reserve on which the tennis courts are located. These persons are to be formally appointed by resolution of Council to the Section 355 Committee.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: S.05 Attractive and vibrant town centres, local centres and community meeting places are provided.

Term Achievement: S.05.01 Local centres, community facilities and prominent meeting places are increasingly valued and recognised by the community as a focus of their village and feature of the Shire.

Operational Objective: S.05.01.01 Engage the Shire's communities in identifying and creating community places that are valued and used.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That the office bearers elected to the Executive positions in the Inverell Tennis Club be noted and the three (3) nominated persons, Mr Aaron Baker, Mrs June Baxter-Turner and Mr Rowan Butler, be formally appointed as members of the Section 355 Committee of Council responsible for the management of the reserve on which the tennis courts are located.

TO ORDINARY MEETING OF COUNCIL 25/03/2015

ITEM NO:	1.	FILE NO: S22.25.1
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	STAFF MOVEMENTS: 1 OCTOBER, 2014 TO 31 DECEMBER, 2014	
PREPARED BY:	Melissa Daskey, Human Resources Officer	

SUMMARY:

For the information of the Council.

To inform Council of all terminations, appointments and internal transfers for the above three (3) month period.

COMMENTARY:**TERMINATIONS**

<u>Date:</u>	<u>Name:</u>	<u>Position:</u>	<u>Reason:</u>
03.10.14	Gareth BYRNE	Water Meter Reader/Repairer	Resigned
10.10.14	John STIEGER	Tractor Operator	Retired
24.10.14	Daniel SHEEHAN	Grader Operator	Retired
21.11.14	Matthew WILLCOCKS	Manager Information and Communications Technology	Resigned
05.12.14	Camille SEVEAU	Corporate and Community Support Officer	Resigned
11.12.14	Aubrey SHORT	Street Sweeper Operator	Retired
31.12.14	Katrina BORTHWICK	Debtors Clerk	Resigned

APPOINTMENTS

<u>Date:</u>	<u>Name:</u>	<u>Position:</u>	<u>Reason:</u>
03.11.14	Simonette HALLORAN	Customer Service Officer	Filling vacant position that continued to be funded in the annual budget
18.11.14	Cameron WATTS	Water Meter Reader/Repairer	Resignation of Gareth Byrne

24.11.14	Philip CLAYTON	Fleet and Workshop Coordinator	Restructure
26.11.14	Nicole RILEY	Administration Officer	Resignation of Cassandra Inskip

INTERNAL TRANSFERS

<u>Date:</u>	<u>Name:</u>	<u>Position:</u>	<u>Reason:</u>
03.11.14	Brenton HIGGINS	Carpenter/Concretor	Resignation of Brendon Mutimer
17.11.14	David HADLEY	Tractor Operator	Retirement of John Stieger
17.11.14	Timothy WILLIAMS	Backhoe Operator	Resignation of Benjamin Minos

ITEM NO:	2.	FILE NO: S6.8.9
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	NEW ENGLAND ZONE LITTLE ATHLETICS CHAMPIONSHIPS	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

Council has received a Certificate of Appreciation from Little Athletics New England. Council is being asked to receive and note the information contained in this report.

COMMENTARY:

Council is in receipt of a Certificate of Appreciation from Little Athletics New England in recognition of Council's support for the 2014 New England Zone Little Athletics Championships which were held at Varley Oval, on 13 - 14 December, 2014.

Councillors would recall resolving in October last year to provide a donation of \$550 to cover the hire of the facilities at Varley Oval for the event.

The Championships were hailed a great success with competitors travelling from as far as Coonabarabran to participate in the two (2) day event.

A copy of the Certificate of Appreciation is attached as Appendix 1 (E19) for the information of Council.

ITEM NO:	3.	FILE NO: S3.15.13
DESTINATION 2:	A community that is healthy, educated and sustainable	C
SUBJECT:	DELUNGRA DISTRICT DEVELOPMENT COUNCIL	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

An invitation has been extended to Council to attend the May meeting of the Delungra District Development Council.

COMMENTARY:

Council has accepted an invitation to attend the May meeting of the Delungra District Development Council.

All Councillors are invited to attend the meeting which commences at 7pm at the Delungra Bowling Club. Vehicles will depart the Administration Centre at 6.30pm.

The Delungra District Development Council will advertise the Community Meeting in the Local Newslink prior to the meeting.

ITEM NO:	4.	FILE NO: S13.5.5/08
DESTINATION 1:	A recognised leader in a broader context.	R
SUBJECT:	QUESTIONS WITHOUT NOTICE	
PREPARED BY:	Hayley Nichols, Corporate Support Officer - Publishing	

SUMMARY:

The following details the Questions without Notice items raised at the Ordinary Meeting held 25 February, 2015.

Council is requested to note the actions taken to date.

COMMENTARY:

BP/REF:	SUBJECT and FILE REFERENCE:	COMMENTS:
QWN/ORD 1/15 Cr Watts	<u>Ashford Water Treatment Plant</u> <u>S5.9.12</u> Cr Watts asked if an inspection of the new Ashford WTP could be arranged for Councillors.	An inspection has been arranged for the Councillors, 25 March, 2015 prior to the Council meeting.

ITEM NO:	5.	FILE NO: S4.13.2
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	STRATEGIC TASKS – ‘SIGN OFF’ – FEBRUARY 2015	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

A part of a successful governance program is a need for administration to indicate to the policy makers that the requirements of the legislation, under which the organisation operates, has been provided. As a result, this information report provides Councillors with a statement of assurance from the General Manager that in accordance with the *Local Government Act, 1993*, the tasks have been complied with.

COMMENTARY:

The February, 2015 tasks required to be undertaken are detailed below. Any of these tasks may be added to as Council becomes familiar with this new initiative.

Date	Compliance Requirement	Achieved/Not Achieved	Comments
28 February, 2015	RAO to submit QBRS review to Council (LGGR cl.203(1)).	Achieved	This information was presented to the February, Economic & Community Sustainability Committee Meeting.
28 February, 2015	Third quarterly rates instalment due (s.562).	Achieved	Rates notices issued.
28 February, 2015	Income adjustment for newly rateable Crown Land to be lodged to OLG.	Achieved	There is no newly rateable Crown Land.
28 February, 2015	QBRS reported to Council (LGGR cl.203).	Achieved	Report submitted to Council.

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of February, 2015. I confirm the accuracy and completeness of the information provided above, in that to the best of my knowledge and understanding, all material information has been herein disclosed.

P J HENRY PSM

GENERAL MANAGER

ITEM NO:	6.	FILE NO: S7.2.4/08
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	CONSTRUCTION CERTIFICATES APPROVED FOR FEBRUARY 2015	
PREPARED BY:	Emma Schiemer, Administration Officer	

SUMMARY:

The following details the Construction Certificates approved by Council for February 2015.

INFORMATION:

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-80/2013	Mr David Johannes Basson	53 Rifle Range Road, Inverell NSW 2360	Earthworks and Stage 1 Storage Units	800,000
CC-1/2015	Mr Bradley Jason House	44-48 Glen Innes Road, Inverell NSW 2360	Alterations to Existing Church (Replace Roof Structure and Associated Internal Works)	450,000
CC-4/2015	Mrs Karen Maree Baker	10 Chisholm Street, Inverell NSW 2360	New Carport	10,000
CC-5/2015	Above & Beyond Consulting Group Pty Ltd	206 Byron Street, Inverell NSW 2360	Replace Signage	46,200
CC-8/2015	Mr Sam Manning Gorton	9 Urabatta Street, Inverell NSW 2360	New Shed	10,000
CC-10/2015	Mr Barry Robert Ehsman	3429 Bundarra Road, Gilgai NSW 2360	New Shed	13,250

CC-11/2015	Mr Jason Michael Vinecombe	41 Granville Street, Inverell NSW 2360	New Shed	19,800
CC-14/2015	Mr Paul James Stirling	43 Sapphire Street, Inverell NSW 2360	Construct Dwelling	250,000
CC-15/2015	Inverell Shire Council	71-77 Campbell Street, Inverell NSW 2360	Amenities Upgrade and Access Ramp	20,000
Monthly Estimated value of Approvals: February 2015			9	\$1,619,250

AMENDED CONSTRUCTION CERTIFICATES

Nil.

SUMMARY:

The Following details the Construction Certificates approved by Private Certifier for February, 2015.

INFORMATION:

Nil.

ITEM NO:	7.	FILE NO: S7.2.4/08
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING FEBRUARY 2015	
PREPARED BY:	Emma Schiemer, Administration Officer	

SUMMARY:

The following details the Complying Development Certificates approved by Council during February, 2015.

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-6/2015	Mr Carl Joseph Hurford	63 Gordon Street, Inverell NSW 2360	Replace Existing Retaining Wall	1,200

CD-9/2015	John Green Pty Ltd	104 Runnymede Drive, Inverell NSW 2360	Alterations and Additions	89,000
CD-10/2015	Mr Barry Robert Eshman	16 Greaves Street, Inverell NSW 2360	Construct Garage	13,750
CD-11/2015	Mr Jeffery Roger Dezius	68 Vernon Street, Inverell NSW 2360	New Shed	8,000
CD-12/2015	Ms Theresa Betty Pomfrett	86 Lake Inverell Drive, Inverell NSW 2360	Construct Garage	10,105
Monthly Estimated value of Approvals: February 2015			5	\$122,055

AMENDED COMPLYING DEVELOPMENT CERTIFICATES

Nil.

SUMMARY:

The following details the Complying Development Certificates approved by Private Certifier for February, 2015.

INFORMATION:

Nil.

ITEM NO:	8.	FILE NO: S7.2.4/08
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	SUMMARY OF BUILDING CONSTRUCTION FOR FEBRUARY 2015	
PREPARED BY:	Emma Schiemer, Administration Officer	

SUMMARY:

The following report summarises the Building Construction for the Inverell Shire in February, 2015.

INFORMATION:

Total Building Construction for Inverell Shire for February 2015:

<u>Type of Consent</u>	<u>Number</u>	<u>\$ Amount</u>
Construction Certificates – Council Approved	9	1,619,250
Construction Certificates – Private Certifier	0	Nil
Complying Development – Council Approved	5	122,055
Complying Development – Private Certifier	0	Nil
Totals	14	\$1,741,305

Estimated Value of Approvals issued in the financial ytd in: **2014/2015 (119) \$19,419,547**
 2013/2014 (104) \$8,983,964

ITEM NO:	9.	FILE NO: S18.10.2/08
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	DEVELOPMENT CONSENTS AND REFUSALS DURING FEBRUARY 2015	
PREPARED BY:	Emma Schiemer, Administration Officer	

SUMMARY:

The following details the Development Consents and Refusals during February, 2015.

INFORMATION:

APPROVALS

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-128/2014	J I Noad & Co	Gwydir Highway, Inverell NSW 2360	Four (4) Lot Subdivision	Nil
DA-1/2015	Mr Bradley Jason House	44-48 Glen Innes Road, Inverell NSW 2360	Alterations to Existing Church (Replace Roof and Associated Internal Works)	450,000

DA-5/2015	Mr Brian Dale Latter	134 Evans Street, Inverell NSW 2360	Use of Existing Building as Vehicle Repair Station (Mechanic)	50,000
DA-6/2015	Above & Beyond Consulting Group Pty Ltd	206 Byron Street, Inverell NSW 2360	Replace Signage	46,200
DA-7/2015	NSW Public Works	45 Bannockburn Road, Inverell NSW 2360	Construction of New Steel Covered Outdoor Learning Areas (COLA's) to the North and South Sides of Block A at Ross Hill Public School	127,000
DA-11/2015	Mr Sam Manning Gorton	9 Urabatta Street, Inverell NSW 2360	New Shed	10,000
DA-13/2015	Mr Barry Robert Eshman	3429 Bundarra Road, Gilgai NSW 2360	New Shed	13,250
DA-14/2015	Mr Jason Michael Vincombe	41 Granville Street, Inverell NSW 2360	New Shed	19,800
DA-17/2015	Mr Paul James Stirling	43 Sapphire Street, Inverell NSW 2360	Construct Dwelling	250,000
DA-18/2015	Ms Julie Anne Heather Martin	94 Brae Street, Inverell NSW 2360	Health Consulting Rooms	1,000
DA-19/2015	Inverell Shire Council	Campbell Street, Inverell NSW 2360	Amenities Upgrade and Access Ramp	20,000
Monthly Estimated value of Approvals: February 2015			11	\$987,250

DEVELOPMENT AMENDMENTS

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-221/2009/A	Mr Leonardo Enzo Arca and Mrs Camille Lee-Ann Arca	237 Beaumont Road, Ashford NSW 2361	DA Modifications	Nil
DA-29/2014/A	Rusnam Pty Ltd and M J Grills Pty Ltd and AR & SI English Pty Ltd and DRKJ Ryran Pty Ltd	10 Taylor Avenue, Inverell NSW 2360	Change of Use – Transport Museum to Industry – Modification to Signage	Nil
Monthly Estimated value of Approvals: February, 2015			2	Nil

REFUSALS

Nil.

ITEM NO:	10.	FILE NO: S29.19.1
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	SEPTIC TANK APPROVALS FOR FEBRUARY 2015	
PREPARED BY:	Emma Schiemer, Administration Officer	

SUMMARY:

The following details the Septic Tank approvals for February, 2015.

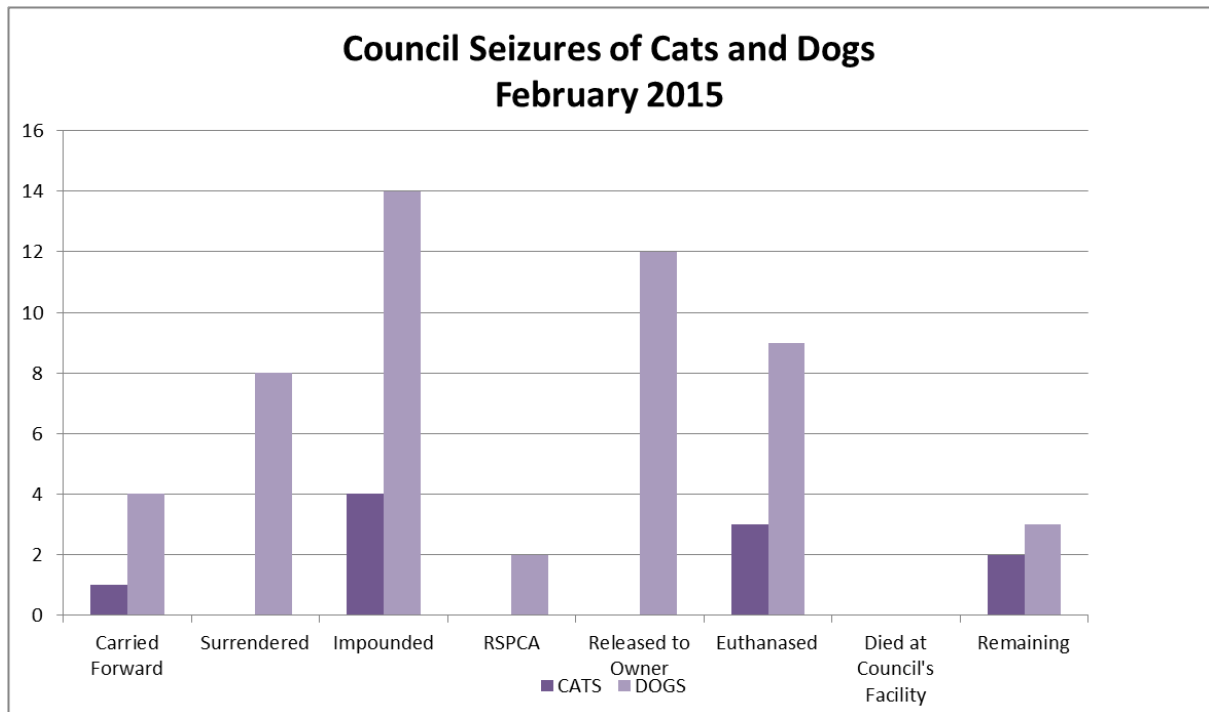
INFORMATION:

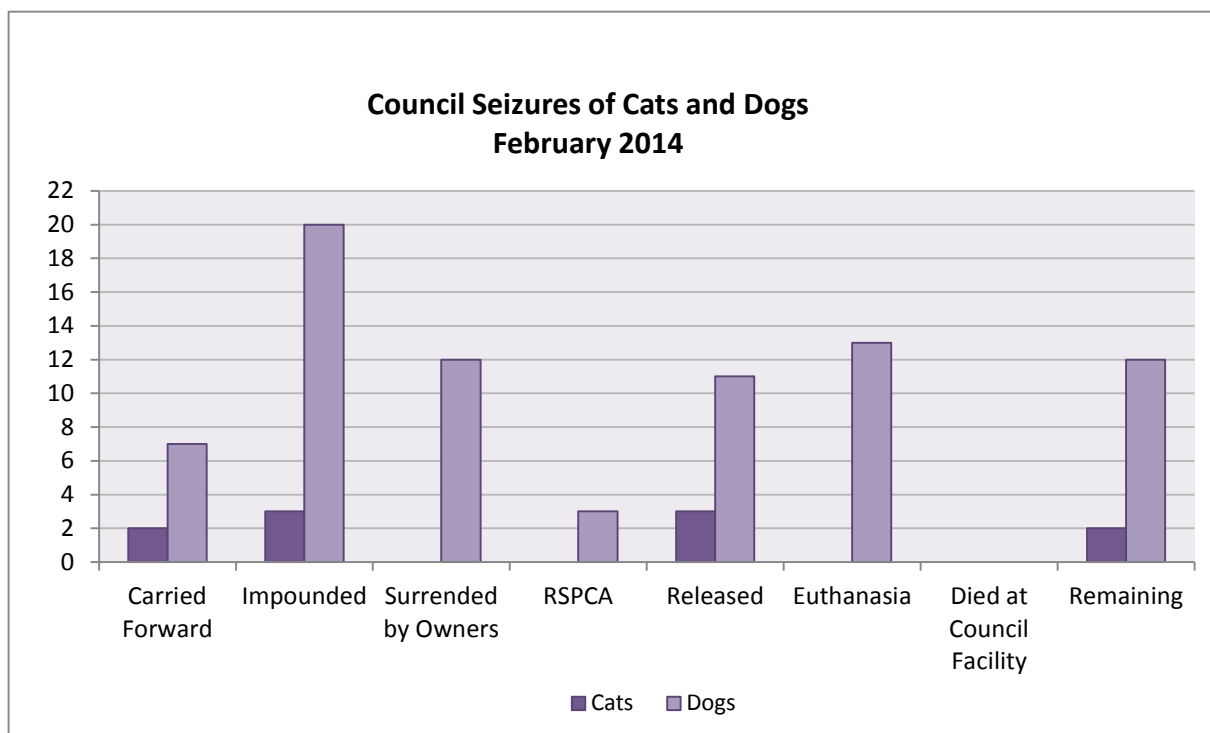
Nil.

ITEM NO:	11.	FILE NO: S18.10.1
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	ORDINANCE ACTIVITIES REPORT FOR FEBRUARY 2015	
PREPARED BY:	Emma Schiemer, Administration Officer	

SUMMARY:

The following details the number of various Ordinance activities carried out during February, 2015, in comparison to the same month in 2014.

INFORMATION:**COMPLIANCE****Inverell Shire Council Pound Monthly Report February 2015**



ITEM NO:	12.	FILE NO: S8.3.1/08
DESTINATION 4:	A strong local economy	B
SUBJECT:	SERVICE NSW - ONE STOP SHOP	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

Council is in receipt of advice confirming that Inverell is set to become the second community in the Northern Tablelands to have a Service NSW One-Stop-Shop. Councillors are being asked to receive and note the following report.

COMMENTARY:

In a Media Release dated 7 March, 2015, Mr Adam Marshall, Member for Northern Tablelands has welcomed the decision by the State Government to locate a Service NSW One-Stop-Shop at Inverell, announced as part of the next round of new service centres to be rolled out in NSW over the next 18 months.

According to Mr Marshall, a Service NSW Centre was opened last month in Armidale, and already feedback has been very positive. Mr Marshall has no doubt that it will provide the same terrific boost for Inverell.

There are now 26 Service NSW Centres across the State which allow customers to undertake over 800 different business transaction with the NSW Government in the one location, including licence renewals, vehicle registrations, birth certificates, Seniors Card applications, housing payments etc.

It is expected that the Inverell Centre, once operational, will be open for extended hours Monday to Friday and on Saturday mornings, so that customers can come in at a time that suits them.

ITEM NO:	13.	FILE NO: S15.8.54
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	ACTIVE TRANSPORT FUNDING 2015 - 2016	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

Council is in receipt of advice confirming that a number of projects have been approved for funding in the 2015/2016 Active Transport Program. Councillors are being asked to receive and note the advice.

COMMENTARY:

Roads and Maritime Services is pleased to advise Council of projects that have been approved for funding in the 2015/2016 Active Transport program.

The approved projects include:

Reference	Project Description	Funding Offered
Rivers Street (Vivian St – Lawrence St)	Construct an off-road 2.5m concrete cycleway along Rivers St, between Vivian St and Lawrence St, Inverell	\$32,000
Campbell Street (Macintyre River)	Construct kerb ramps at the Campbell Street and Rivers Street intersection and 95m cycleway linking to the existing cycleway along the Macintyre River	\$15,500
Lions Park (Gwydir Highway – Buxton Close)	Construct an off-road 2.5m concrete cycleway in Lions Park, to connect the Gwydir Highway to Buxton Close	\$141,000
Evans Street Intersections	Construct 15 new kerb ramps on Evans Street.	\$16,500
Wood Street Intersections	Construct 14 new kerb ramps on Wood Street.	\$15,400

ITEM NO:	14.	FILE NO: S15.8.56
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	WASTE STRATEGY - GRANT FUNDING	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

Council is in receipt of advice confirming that a number of projects identified in Council's Waste Strategy have been successful in obtaining grant funding. Councillors are being asked to receive and note the following report.

COMMENTARY:

The NSW Environmental Trust has approved a grant of \$191,375 for Council's project entitled *Inverell Shire Community Recycling Centre* under the Improved Systems for Household Problem Wastes – Community Recycling Centres Grants program. This program is part of the Government's *Waste Less Recycle More Initiative*.

In announcing this funding, the Trust wishes Council well with their project and is sure that it will help realise the ultimate goal of the program ie to assist people to look after their own neighbourhoods and environments through the establishment of a network of Community Recycling Centres to make it easier for people to recycle and remove problem waste from their households and bins.

The NSW Environmental Trust has also just approved a number of other projects which are included in Council's Waste Strategy. These include:

Landfill Consolidation / Closure Grants:

- Ashford landfill \$199,308
- Elsmore landfill \$186,562

Organics Infrastructure – Household composting program:

- Application approved for \$73,958

Love Food Hate Waste – Food Waste Avoidance program:

- Food waste education and workshops (BEST Employment to run) \$31,317

ITEM NO:	15.	FILE NO: S25.12.11
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	LAND VALUATION SYSTEM - PILOT PROJECT	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

In 2013 the Joint Standing Committee on the Office of the Valuer General (the Committee) conducted an examination of the valuation system.

Council is being asked to receive and note the information provided in respect of the Committee's recommendations, particularly the extension of the pilot program.

COMMENTARY:

In 2013 the Joint Standing Committee on the Office of the Valuer General (the Committee) examined the valuation system and made 29 recommendations in their report *Inquiry into the land valuation system* (May 2013).

Preliminary report - The Committee's report recommended issuing a preliminary objection report to landholders and giving them more time to make submissions about the review of their land value. In 2014, a pilot project was undertaken in a limited number of local government areas to understand the impact of this recommendation.

Pilot project extended into 2015 - Land and Property Information (LPI) is extending the pilot into 2015 to enable further analysis of the impact of the Committee's recommendation. Objections will be randomly selected from all local government areas for inclusion in the pilot project. These landholders will receive a letter that will issue a preliminary objection report and advise them that they have 14 days to raise any issues or concerns or provide additional information. The additional information will be considered and a conference held with the landholder to discuss. If there is no response after 21 days, the objection will be finalised in the Register of Land Values and councils will be notified of the objection determination.

Evaluation At the end of August, an evaluation study will be completed to see what impact the extra time has on landholders and councils. A report on this evaluation will be given to the Valuer General.

ITEM NO:	16.	FILE NO: S5.9.12
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	ASHFORD WATER TREATMENT PLANT PCG MEETING MINUTES – 17 MARCH 2015	
PREPARED BY:	Hayley Nichols, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Tuesday, 17 March, 2015.

COMMENTARY:

MINUTES OF THE ASHFORD WATER TREATMENT PLANT PROJECT CONTROL GROUP MEETING HELD IN THE COMMITTEE ROOM, INVERELL SHIRE COUNCIL, 144 OTHO STREET, INVERELL ON TUESDAY, 17 MARCH, 2015 COMMENCING AT 10.00AM.

PRESENT: Cr Phil Girle (Chairman), Graham Bendeich (Manager Environmental Engineering), Tony Turner (Water and Sewer Coordinator) and Paul Pay (Manager Financial Services).

APOLOGIES:

Apologies were received from Anthony Alliston (Manager Development Services), Brett McInnes (Director Civil & Environmental Services), Mark Bryant (Environmental Engineering Technical Officer) and Darrell Hughes (Operations Coordinator).

CONFIRMATION OF MINUTES

RESOLVED (Turner/Pay) that the Minutes of the Ashford Water Treatment Plant Project Control Group Meeting held 17 February, 2015 as circulated to members be confirmed as a true and correct record of that meeting.

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

There were no interests declared.

MATTERS ARISING

Nil.

SECTION D
DESTINATION REPORTS

i) ASHFORD WATER TREATMENT PLANT PROJECT S5.9.12

RESOLVED (Turner/Pay) that:

- i) *the information be received and noted; and*
- ii) *the Ashford Water Treatment Plant PCG endorse the payment to Water Treatment Australia Pty Ltd of \$91,288.91 (incl GST) for progress Claim No 9 (February 2015).*

NEXT MEETING

The next meeting will be held on a date to be advised.

There being no further business, the meeting closed at 10.15am.

ITEM NO:	17.	FILE NO: S30.11.4
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	STATE ROAD MANAGEMENT ARRANGEMENTS AND THE TOWN CENTRE RENEWAL PLAN	
PREPARED BY:	Brett McInnes, Director Civil & Environmental Services.	

SUMMARY:

This report has been provided to assist in clarifying the role of the Roads and Maritime Services (RMS) in relation to any work on State Roads.

COMMENTARY:

At the public forum preceding the Ordinary Meeting of Council on 25 February, 2015, commentary was provided regarding Council's responsibility for State Roads.

The legal system of classified roads in NSW is controlled under the *Roads Act 1993*, which divides classified roads into categories such as the following:

- Freeway
- State Highway
- Main Road
- Tourist Road
- Secondary Road

Otho Street, Inverell, is formally gazetted as part of State Highway 12 (Gwydir Highway).

In their publication *NSW Road Management Arrangements* the RMS have stated inter alia that "The RTA (now RMS) takes responsibility for managing the primary traffic function of State Roads including funding and determining priorities, and regulates the activities of third parties on the road and access to adjoining land to promote road safety, traffic efficiency and protect the road asset".

It is important when considering any works on a State Road, such as a State Highway, that all relevant provisions of the *Roads Act* are considered. Division 3 of Part 5 of the *Roads Act* deals with the distribution of certain functions between the RMS and other roads authorities. Of particular interest, is Section 61 under Division 3 which is reproduced below:

61 Road works on certain classified roads

- (1) *It is exclusively the function of RMS to make decisions as to what road work is to be carried out:*
- (a) *on any freeway, highway or metropolitan main road, or*
 - (b) *on any other classified road in respect of which the carrying out of that kind of road work is, by virtue of an agreement or direction under this Division, the responsibility of RMS.*

- (2) *It is exclusively the function of RMS to construct and maintain State works.*

Whilst roads other than freeways are vested in Council as a roads authority, the ultimate determining body for any works proposed on a state highway is the RMS. Hence, when considering any works on a State Highway, such as aspects of the Town Centre Renewal Plan in Otho Street, Council has an obligation to consult with the RMS. This would include obtaining the concurrence from the RMS for any concept or final design plans.

RECOMMENDATION:

That the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 25 March, 2015, be received and noted.

APPENDIX 1

