



On 29 February, 2016 the NSW Deputy Premier announced a major funding injection of \$930,000 for the Inverell Sports Complex.

Council mayor, Cr Paul Harmon welcomed Deputy Premier Troy Grant, Minister for Primary Industries, Niall Blair and Northern Tablelands MP Adam Marshall to Inverell for the announcement.

The \$1.18 million project will see construction of a new Clubhouse facility, top dressing and irrigation of fields, grandstand seating, field lighting and additional storage for the ten sports clubs based at the Complex.

Business Paper

Ordinary Meeting of Council

23 March, 2016

INVERELL SHIRE COUNCIL

NOTICE OF ORDINARY MEETING OF COUNCIL

17 March, 2016

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 23 March, 2016, 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) |






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 2015 – September 2016

| | 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 | 28 | 25 | 16 | No Meeting | 24 | 23 | 27 | 25 | ^22 | 27 | 24 | *28 |
| Major Committees | | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed |
| Civil and Environmental Services | 8:30 am | 14 | 11 | No Meetings | No Meetings | 10 | 9 | 13 | 11 | 8 | 13 | 10 | 14 |
| Economic and Community Sustainability | 10:30 am | | | | | | | | | | | | |

^ Meeting at which the Management Plan for 2016/2017 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, 24 FEBRUARY, 2016, COMMENCING AT 3 PM.

PRESENT: Cr P J Harmon (Mayor) [Chairperson], Crs D F Baker, P J Girle, B C Johnston, 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).

SECTION A

APOLOGIES **S13.6.9/09**

The General Manager advised that Crs Jones and Castledine tendered their apologies and sought leave of absence for personal reasons.

1/16 RESOLVED (Watts/Johnston) that the apologies from Crs Jones and Castledine due to their absence for personal reasons be accepted, and that leave of absence be granted.

CONFIRMATION OF MINUTES **S13.5.2/09**

2/16 RESOLVED (Baker/Michael) that the Minutes of the Ordinary Meeting of Council held on 16 December, 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.

PUBLIC FORUM **S13.5.6/08 & S13.5.2/09**

At this juncture, the time being 3.03pm, the Mayor welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak:

Ms Caroline Wilson Town Centre Renewal Plan (TCRP)

Ms Wilson spoke in respect of the TCRP, particularly the removal of Plane trees. Ms Wilson noted that it was her opinion that certain components of the plan had been delayed and changed by Council. Ms Wilson felt there was a lack of appropriate clarity in Council's communications and direction in this matter.

Ms Wilson asked that Council rescind the resolutions on the TCRP implementation and the removal of the 'inappropriately planted' Plane trees.

Mrs Pam McLeay Anti Domestic Violence Forum and Dinner – CWA Event

Mrs McLeay addressed Council in respect of the upcoming event 11 April, 2016 and the agenda for the day. Mrs McLeay asked that Councillors and Council staff consider attending the event and or the dinner.

At this juncture, the time being 3.19pm, the Public Forum Session closed and Council resumed the balance of the Agenda.

**SECTION B
ADVOCACY REPORTS**

- Cr Harmon Governor General Visit
- The Mayor noted the recent visit and the events attended by the Governor General. It was an honour to meet with the Governor General and to host a Civic Reception.
- Cr Harmon Tingha Chinese New Year Celebration
- The Mayor attended this event on behalf of Council. On the following Sunday, the Mayor provided a tour of Inverell and Copeton Dam to the Chinese Consulate Delegates.
- Cr Harmon Bindaree Beef
- The Mayor noted that he attended an event in Sydney at the invitation of Bindaree Beef to witness the signing ceremony of the Business Agreement with Shandong Delisi.
- Cr Baker Regional Development
- Cr Baker attended a Regional Development Seminar where Mr Derek Tink spoke in respect of promoting trade with China. The topics discussed were; Sister City relationships, Tourism and Agri-business.

**SECTION C
COMMITTEE REPORTS**

1. INVERELL LIQUOR CONSULTATIVE COMMITTEE MEETING MINUTES S19.9.1

3/16 RESOLVED (Michael/Girle) that the Minutes of the Inverell Liquor Consultative Committee Meeting held on Tuesday, 10 November, 2015, be received and noted.

2. ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 10 FEBRUARY 2016 S4.11.17/08

4/16 RESOLVED (Watts/Baker) that:

- i) the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 10 February, 2016, be received and noted; and
- ii) the following recommendations of the Economic & Community Sustainability Committee be adopted by Council, with the exception of Item 16 that was referred to Committee of the Whole:

1. FIT FOR THE FUTURE (FFF) – UPDATE S13.1.2

That:

- i) the report be received and noted,
- ii) a draft submission be prepared and submitted to Council for endorsement which includes the Tingha area; and
- iii) Council support the retention of a one (1) year term for Mayors to provide a mechanism for dealing with non-performing Mayors.

2. MCLEAN CARE - MID YEAR ECONOMIC AND FISCAL OUTLOOK (MYEFO)
S3.16.1

That:

- i) *Council liaise with McLean Care on the details of the impacts of funding changes; and*
- ii) *the Mayor seek an appointment with Mr Barnaby Joyce, Member for New England, to highlight the impacts of changes in Aged Care funding.*

3. AMENDMENT TO LOCAL GOVERNMENT ACT (LG ACT) S4.10.5

That Council amend the "Inverell Shire Council – Code of Conduct" by inserting the following wording for clause 4.29;

"A Councillor, who would otherwise be precluded from participating in the consideration of a matter under this Part because they have a non-pecuniary conflict or interest in the matter, is permitted to participate in consideration of the matter, if:

- a) *the matter is a proposal relating to:*
 - i. *the making of a principal environmental planning instrument applying to the whole or a significant part of the council's area, or*
 - ii. *the amendment, alteration or repeal of an environmental planning instrument where the amendment, alteration or repeal applies to the whole or a significant part of the council's area, and*
- b) *the non-pecuniary conflict of interests arises only because of an interest that a person has in that person's principal place of residence, and*
- c) *the councillor declares the interest they have in the matter that would otherwise have precluded their participation in consideration of the matter under this part."*

4. COUNTRY WOMEN'S ASSOCIATION (CWA) S12.22.1/09

That Council provide financial assistance of \$4K plus GST for the purpose of providing a guest speaker.

5. REGIONAL RFS FACILITIES S9.18.1/09

That the 2016/17 RFS Budget include a provision of \$600K, to be funded from the Buildings Internally Restricted Asset for the purpose of establishing the Regional RFS Centre in Inverell.

6. INVERELL POOL FACILITY MASTER PLAN S26.13.3

That a report be prepared for the Committee on that aspect of the Inverell Pool Facility Master Plan that addresses the expansion request from a longer term tenant, inclusive of the expansion plans, costs and rental review.

7. STORES & MATERIALS STOCKTAKE – INVERELL S23.16.5/09

*That the stores and materials Stocktake information be received and noted and the adjustment of **\$1,123.14** be made in the Stores Ledger.*

8. STORES & MATERIALS STOCKTAKE – ASHFORD S23.16.5/08

That the stores and materials Stocktake information be received and noted.

9. STORES & MATERIALS STOCKTAKE – FUEL TANKER T190 S23.16.5/08

*That the stores and materials Stocktake information be received and noted and the adjustment of **\$684.52** made in the Stores Ledger.*

10. STORES & MATERIALS STOCKTAKE - FUEL TANKER T212 S23.16.5/08

*That the stores and materials Stocktake information be received and noted and an adjustment of **-\$211.87** is made in the Stores Ledger.*

11. STORES & MATERIALS STOCKTAKE – YETMAN S23.16.5/08

*That the stores and materials Stocktake information be received and noted and the adjustment of **\$81.81** made in the Stores Ledger.*

12. STORES & MATERIALS STOCKTAKE – INVERELL S23.16.5/08

*That the stores and materials Stocktake information be received and noted and the adjustment of **-\$4.82** be made in the Stores Ledger.*

13. STORES & MATERIALS STOCKTAKE – INVERELL S23.16.5/08

*That the stores and materials Stocktake information be received and noted and the adjustment of **\$27.42** be made in the Stores Ledger.*

14. GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2/09

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.*

15. QUARTERLY BUDGET AND OPERATIONAL PLAN REVIEW 2015/2016
S12.5.1/08

That:

- i) Council's Quarterly Operational Plan and Budget Review for 31 December, 2015 be adopted; and*
- ii) the proposed variations to budget votes for the 2015/2016 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2016 from operations of \$6,952.*

16. LAND SALES – VARIOUS **S5.2.0/09 & S5.2.48**

5/16 RESOLVED (Girle/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.*

**3. CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES –
10 FEBRUARY 2016 S4.11.16/08**

6/16 RESOLVED (Girle/Michael) that:

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 10 February, 2016, be received and noted; and*
- ii) *the following recommendations of the Civil & Environmental Services Committee be adopted by Council, noting the Cr Harmon was the Chairperson for the meeting:*

**1. PROMOTION OF HERITAGE CONSERVATION IN THE INVERELL SHIRE
S18.6.36 & S15.8.15/09**

That:

- i) *the 2016/17 Budget Meeting consider increasing the Heritage Conservation Budget to \$20K; and*
- ii) *a review of the Heritage Grants criteria and process be undertaken.*

**2. PETITION – CONDITION OF UNSEALED SECTION OLD BUNDARRA ROAD
S28.10.SR214**

That:

- i) *the concerns raised by residents of Old Bundarra Road be acknowledged;*
- ii) *Council confirm the status of the Old Bundarra Road as a collector road in accordance with its road hierarchy classification;*
- iii) *the road continue to be inspected and maintained in accordance with Council policy, in line with the classification as a collector road; and*
- iv) *the author of the petition be formally advised of Council's decision.*

3. PETITION – GILGAI PEDESTRIAN CROSSING S30.9.6

That:

- i) *the information be received and noted;*
- ii) *an investigation into the safety of the Gilgai crossing be conducted;*
- iii) *a further report be presented to the Civil and Environmental Services Committee at the conclusion of investigations; and*
- iv) *the author of the petition be kept informed of progress in the matter.*

**SECTION D
DESTINATION REPORTS**

1. HEALTH PLANNING DOCUMENT S24.20.5

GM-A **7/16 RESOLVED** (Baker/Watts) that:

- i) *Council seek comment from HNEHS on the various indicators contained in the document, in particular, services that are provided to address the health needs where this community scores above the Region's scores;*
- ii) *Council utilise the information as a 'ready reckoner' during the planning phase of the Inverell Hospital; and*

- iii) Council seek details from the Primary Health Network on what actions that organisation can take to address the highlighted needs.

**SECTION E
INFORMATION REPORTS**

1. ANNUAL LEAVE S22.13.2/05
2. QUESTIONS WITHOUT NOTICE S13.5.5/08
3. CONSTRUCTION CERTIFICATES APPROVED FOR
JANUARY 2016 S7.2.4/09
4. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING
JANUARY 2016 S7.2.4/09
5. SUMMARY OF BUILDING CONSTRUCTION FOR JANUARY 2016
S7.2.4/09
6. DEVELOPMENT CONSENTS AND REFUSALS DURING JANUARY 2016
S18.10.2/09
7. SEPTIC TANK APPROVALS FOR JANUARY 2016 S29.19.1
8. ORDINANCE ACTIVITIES REPORT FOR JANUARY 2016 S18.10.1
9. CONSTRUCTION CERTIFICATES APPROVED FOR
DECEMBER 2015 S7.2.4/08
10. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING
DECEMBER 2015 S7.2.4/08
11. SUMMARY OF BUILDING CONSTRUCTION FOR DECEMBER 2015
S7.2.4/08
12. DEVELOPMENT CONSENTS AND REFUSALS DURING DECEMBER 2015
S18.10.2/08
13. SEPTIC TANK APPROVALS FOR DECEMBER 2015 S29.19.1
14. ORDINANCE ACTIVITIES REPORT FOR DECEMBER 2015 S18.10.1
15. STRATEGIC TASKS – ‘SIGN OFF’ – DECEMBER 2015 & JANUARY 2016
S4.13.2

8/16 RESOLVED (Michael/Johnston) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 24 February, 2016, be received and noted.

**SECTION F
QUESTIONS WITHOUT NOTICE**

QWN/ORD 1/16
Cr Peters

Concerned Inverell's Ratepayer's Association

Cr Peters indicated that he had been requested to move a motion from the Association.

MOTION that Council rescind the resolutions for the implementation of the Town Centre Renewal Plan and the removal of the Plane trees.

| | | | |
|--------|---------------------|---------------------------|------------------|
| DCES-A | QWN/ORD 2/16 | <u>Recycling Services</u> | <u>S31.16.20</u> |
| | Cr Girle | | |

DCES-A **QWN/ORD 3/16** Companion Animals S11.1.1
Cr Johnston

QWN/ORD 4/16 Senior Staff Appraisals S22.19.1
Cr Harmon

9/16 RESOLVED (Harmon/Michael) that the matter be referred to closed Council for consideration as:

- QWN/ORD 5/16** Air Services S30.16.4
Cr Harmon

10/16 RESOLVED (Harmon/Michael) that the matter be referred to Closed Council for consideration as:

- Page 7 of 9

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

At 3.38pm, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Council Meeting should not be considered in Closed Council. There was no response.

CLOSED COUNCIL REPORTS

11/16 RESOLVED (Baker/Johnston) *that Council proceed into Closed Council to discuss the matters referred to it, for the reasons stated in the motions of referral.*

Upon resuming Open Council at 4.37pm, the Chair verbally reported that the Council had met in Closed Council, with the Press and Public excluded, and had resolved to recommend to Council the following:

1. LAND SALES – VARIOUS S5.2.0/09 & S5.2.48

1. OFFER TO PURCHASE

GM-A

That:

- i) the offer to purchase Lot 6, Rifle Range Road from Dominico Blue be accepted;*
- ii) the sale be subject to any other terms and conditions deemed necessary or as negotiated with the General Manager; and*
- iii) all necessary documents be executed under the Common Seal of Council.*

2. LOT 5 TAYLOR AVENUE

That:

- i) Council confirm the actions of the Mayor in respect of this matter; and*
- ii) the Real Estate Agent be advised of the revised asking price for this land.*

3. ASSOCIATED ISSUES

A. ADDITIONAL SERVICED INDUSTRIAL LAND

That a report be presented to a future Civil and Environmental Services Meeting on the development of the next stage of Rifle Range Road industrial subdivision.

B. LAND VALUATION PROCESS – PRIVATE TREATY

- i) Council approach a local real estate agent to provide a 'market value' for all unpriced Council operational land that may be available for sale;*
- ii) this information be provided to Council for setting the price for the individual parcels of land;*
- iii) the valuation be increased each year by the CPI to reset the 'asking price'; and*
- iv) if a perspective purchaser seeks a discount on the purchase price, a report be provided to Council in this matter for determination.*

2. SENIOR STAFF PERFORMANCE APPRAISALS S22.19.1

GM-A *That:*

- i) the information from the Senior Staff Performance Appraisal Committee be noted;*
- ii) Council unanimously finds the performance of Messrs Henry, Beddie and McInnes during the review period, was highly commendable and in terms of the Contracts of Employment, noting the performance of the Officers has been highly satisfactory; and*
- iii) a review be conducted of the Performance Review System.*

Note: The senior staff were not present in the chamber at the time this item was considered.

3. AIRSERVICES S30.16.4

GM-A *That Council provide an 'Expression of Interest' to FlyPelican (Pelican Airlines Pty Ltd) in respect of the possible re-establishment of an Inverell Airservice in the terms discussed.*

ADOPTION OF RECOMMENDATIONS

12/16 RESOLVED *(Baker/Johnston) that the recommendations of Closed Council be adopted.*

There being no further business, the meeting closed at 4.40pm.

CR P J HARMON

CHAIRPERSON

TO ORDINARY MEETING OF COUNCIL 23/03/2016

| | | |
|---|---|-----------------------------|
| ITEM NO: | 1. | FILE NO: S4.11.17/08 |
| DESTINATION 1 DESTINATION 4: | A recognised leader in a broader context. A strong economy. | RB |
| SUBJECT: | ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 9 MARCH 2016 | |
| PREPARED BY: | Hayley Nichols, Corporate Support Officer - Publishing | |

SUMMARY:

Meeting held on Wednesday, 9 March, 2016.

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, 9 MARCH, 2016, COMMENCING AT 10.30AM.

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

Also in attendance: Crs 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).

SECTION A**APOLOGIES:**

An apology was received from Cr H N Castledine.

RESOLVED (Harmon/Baker) that the apology from Cr Castledine be noted.

1. CONFIRMATION OF MINUTES

RESOLVED (Girle/Michael) that the Minutes of the Economic and Community Sustainability Committee Meeting held on 10 February, 2016 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 Jones NBN Services

Cr Jones advised that NBN coverage is now accessible to the Fernhill Road area.

SECTION D
DESTINATION REPORTS

1. REQUEST TO LICENCE LAND – REEVES S5.10.154

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

- i) Council enter into a Licence Agreement with Mr Graham and Felicity Reeves for Lot 8, DP 188692 and Lot 7, DP 1101540 Rifle Range Road, Inverell for a two (2) year period with a further two (2) year option;*
- ii) the Licence fee be \$500.00 per annum (GST Inclusive) with a 3% increase per annum; and*
- iii) the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

2. FIT FOR THE FUTURE – SUPPLEMENTARY ROADS RENEWAL AND ENHANCEMENT PROGRAM 2015/2016 – 2016/2017 S15.8.23/10

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

- i) the additional \$2.1M to be received for the 2016/2017 Roads to Recovery Program be allocated to Shoulder Widening and Pavement Strengthening MR 187, south of Wallangra; and*
- ii) the following additional high priority Rural Road Projects be funded in the 2015/2016 Budget;*
 - a) Swanbrook Road Upgrade – Moore Street to Runnymede Intersection (Shire Road). \$ 0.30M*
 - b) Kings Plains Road Shoulder widening/Pavement Strengthening, north of Swanbrook Bridge. \$ 0.10M*
 - c) Auburnvale Road shoulder widening and re-alignment, McBride's Lane to Minnamurra Lane (Shire Local Road). \$ 1.00M*

(Total additional Rural Roads Program 2015/2016 – 2016/2017 \$3.5M)

3. ASHFORD OVAL - NEW AMENITIES BLOCK/CANTEEN S21.8.4

RESOLVED (Harmon/Johnston) that the Committee recommend to Council that the \$146K funding shortfall be provided from the Building Upgrade and Refurbishment Internally Restricted Asset.

SECTION E
INFORMATION REPORTS

1. STATECOVER MUTUAL LIMITED 2015/2016 WORK HEALTH AND SAFETY FINANCIAL INCENTIVE S27.1.11
2. LANDFILL CONSOLIDATION GRANTS S15.8.61 & S15.8.62 & S15.8.60
3. CLUBGRANTS - INVERELL SPORTS COMPLEX S15.8.59

RESOLVED (Girle/Michael) that the items contained in the Information Reports to the Economic & Community Sustainability Committee Meeting held on Wednesday, 9 March, 2016, be received and noted.

SECTION F
QUESTIONS WITHOUT NOTICE

Cr Harmon IPWEA Regional Conference

Cr Harmon noted that he provided the opening address at the IPWEA Regional Conference recently held in Inverell.

Cr Baker Air Service S30.16.4

Cr Baker asked if Council could approach an airline to seek interest in one-off services for events of Council, such as pre sold seats.

The Mayor provided a response of the requirements to be able to deliver the adhoc 'chartering of a plane'.
The request will be further investigated by Council's Manager Tourism and Marketing.

General Manager Sapphire Windfarm

The General Manager noted that the Terms of Reference for the Community Development Fund will be provided to the next Council Meeting.

General Manager Arts North West S26.5.4

The General Manager noted the approach from Arts North West regarding Council becoming a member.

RESOLVED (Baker/Harmon) that the Committee recommend to Council that Council provide Arts North West the opportunity to present the benefits of becoming a member.

Cr Watts Delungra District Development Council (DDDC)

Cr Watts advised that she will be unable to attend the next three (3) meetings of the DDDC and requested that another Councillor attend in her absence.

Cr Johnston indicated that he would be pleased to attend.

| | | |
|---------------------------------|---|-----------|
| Director | Visitor Signage | S28.27.17 |
| Corporate and Economic Services | Council has an opportunity to acquire 'Billboard' on the NSW and QLD border at Wallan | |

Council has an opportunity to acquire 'Billboard' advertising located on the NSW and QLD border at Wallangarra. As Wallangarra is classed as the gateway for NSW/QLD on the New England Highway, this would represent a significant promotion opportunity. The Billboard company has provided a cost effective offer for the space and the installation of the Tourism media.

RESOLVED (Baker/Michael) that the Committee recommends to Council that Council take up the offer to advertise in this prominent location.

SECTION H

GOVERNANCE REPORTS

1. STORES & MATERIALS STOCKTAKE S23.16.5/09

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

- i) the stores and materials Stocktake information be received and noted; and
- ii) the adjustment of **\$871.80** be made in the Stores Ledger.

2. STORES & MATERIALS STOCKTAKE S23.16.5/09

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

- i) the stores and materials Stocktake information be received and noted; and
- ii) the adjustment of **\$721.43** be made in the Stores Ledger.

3. GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2/09

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.*

There being no further business, the meeting closed at 11.28am.

RECOMMENDATION:

That:

- i) *the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 9 March, 2016, be received and noted; and*
- ii) *the following recommendations of the Economic & Community Sustainability Committee be considered by Council:*

| | | |
|----|----------------------------------|-----------|
| 1. | REQUEST TO LICENCE LAND – REEVES | S5.10.154 |
|----|----------------------------------|-----------|

That:

- i) Council enter into a Licence Agreement with Mr Graham and Felicity Reeves for Lot 8, DP 188692 and Lot 7, DP 1101540 Rifle Range Road, Inverell for a two (2) year period with a further two (2) year option;
- ii) the Licence fee be \$500.00 per annum (GST Inclusive) with a 3% increase per annum; and
- iii) the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.

2. FIT FOR THE FUTURE – SUPPLEMENTARY ROADS RENEWAL AND ENHANCEMENT PROGRAM 2015/2016 – 2016/2017 S15.8.23/10

That:

- i) the additional \$2.1M to be received for the 2016/2017 Roads to Recovery Program be allocated to Shoulder Widening and Pavement Strengthening MR 187, south of Wallangra; and
- ii) the following additional high priority Rural Road Projects be funded in the 2015/2016 Budget;
 - a) Swanbrook Road Upgrade – Moore Street to Runnymede Intersection (Shire Road). \$ 0.30M
 - b) Kings Plains Road Shoulder widening/Pavement Strengthening, north of Swanbrook Bridge. \$ 0.10M
 - c) Auburnvale Road shoulder widening and re-alignment, McBride's Lane to Minnamurra Lane (Shire Local Road). \$ 1.00M

(Total additional Rural Roads Program 2015/2016 – 2016/2017 \$3.5M)

3. ASHFORD OVAL - NEW AMENITIES BLOCK/CANTEEN S21.8.4

That the \$146K funding shortfall be provided from the Building Upgrade and Refurbishment Internally Restricted Asset.

4. ARTS NORTH WEST S26.5.4

That Council provide Arts North West the opportunity to present the benefits of becoming a member.

5. VISITOR SIGNAGE S28.27.17

That Council take up the offer to advertise in this prominent location.

6. STORES & MATERIALS STOCKTAKE S23.16.5/09

That:

- i) the stores and materials Stocktake information be received and noted; and
- ii) the adjustment of **\$871.80** be made in the Stores Ledger.

7. STORES & MATERIALS STOCKTAKE S23.16.5/09

That:

- i) the stores and materials Stocktake information be received and noted; and
- ii) the adjustment of **\$721.43** be made in the Stores Ledger.

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| 8. | <u>GOVERNANCE - MONTHLY INVESTMENT REPORT</u> | <u>S12.12.2/09</u> |
| <i>That:</i> | | |
| i) | <i>the report indicating Council's Fund Management position be received and noted; and</i> | |
| ii) | <i>the Certification of the Responsible Accounting Officer be noted.</i> | |

| | | |
|---|---|-----------------------------|
| ITEM NO: | 2. | FILE NO: S4.11.16/08 |
| 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 – 9 MARCH 2016 | |
| PREPARED BY: | Hayley Nichols, Corporate Support Officer - Publishing | |

SUMMARY:

Meeting held on Wednesday, 9 March, 2016.

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, 9 MARCH, 2016, COMMENCING AT 8.30 AM.

PRESENT: Cr P J Harmon (Chairperson), Crs H N Castledine, A A Michael, B C Johnston, 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), Anthony Alliston (Manager Development Services) and Justin Pay (Manager Civil Engineering).

SECTION A

APOLOGIES:

There were no apologies received.

1. CONFIRMATION OF MINUTES

RESOLVED (Johnston/Jones) that the Minutes of the Civil and Environmental Services Committee Meeting held on 10 February, 2016, 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 S13.5.6/09

There were no members of the public present to speak.

Suspension of Standing Orders

At this juncture, the time being 8.32am, the Chairperson sought agreement to suspend Standing Orders to welcome Mr Adrian Maddocks of Goldwind Australia. Mr Maddocks provided an update on the White Rock Wind Farm. Construction of the Farm is scheduled to commence in April, 2016.

Resumption of Standing Orders

At this juncture, the time being 8.59am, Standing Orders resumed and the Committee considered the balance of the Agenda.

At this juncture, the time being 9am, Cr Jones Left the meeting.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

At this juncture, the time being 9.01am, Cr Jones returned to the meeting.

SECTION B
ADVOCACY REPORTS

Cr Harmon Telstra Inverell Sapphire City Festival

Cr Harmon noted the second meeting of the Telstra Inverell Sapphire City Festival Committee. This years Festival will be the 60th Anniversary.

Cr Jones Goldwind Australia

Cr Jones advised that Telstra and Optus are preparing to install a mobile receiver on the Goldwind White Rock Tower.

1. SOUTH INVERELL MEETING S2.7.9

RESOLVED (Johnston/Michael) that the information be noted.

SECTION C
COMMITTEE REPORTS

1. PUBLIC ART SUNSET COMMITTEE MEETING MINUTES – 19 FEBRUARY 2016 S26.5.10

RESOLVED (Michael/Jones) that:

- i) the Minutes of the Public Art Sunset Committee Meeting held on Friday, 19 February, 2016, be received and noted; and*
- ii) the following recommendation of the Public Art Sunset Committee be adopted by Council:*

1. ABORIGINAL ART PROJECT

That:

- i) *Council approve the concept of another public art project utilising an Aboriginal theme in the suggested location; and*
- ii) *further details then be prepared for further consideration.*

**SECTION D
DESTINATION REPORTS**

1. URBAN WORKS PROGRAM (LISTING) S28.21.1/09

RESOLVED (Jones/Michael) that the Committee receive a supplementary report regarding the Urban Works Program.

Cr Baker referred to her previous pecuniary interest declaration in relation to the Town Centre Renewal Plan, which is ongoing. Cr Baker left the meeting at 9.17am in accordance with her declaration.

2. URBAN WORKS PROGRAM S28.21.1/09

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

- i) *the urban works order of priorities for 2016/17 be:*
 - a. *Chisholm Street (Brae St to Brown St),*
 - b. *Old Bundarra Road Pavement Rehab (Macintyre St to Lions Park),*
 - c. *PAMP/Cycleway Program,*
 - d. *Captain Cook Drive / Wood St intersection pavement and asphalt,*
 - e. *Gilchrist Street Shoulders, Kerb and Gutter replacement (Bannockburn Rd to Jack St),*
 - f. *Town Centre Renewal Plan Works.*
- ii) *funding for the priority works listed in point i) be provided in the 2016/17 Urban Works Program;*
- iii) *funding include an amount of \$300K allocated from the Urban Program to continue the implementation of TCRP initiatives;*
- iv) *the TCRP works include stage 1 drainage in Byron Street, centre median design works in Otho Street, continued staged removal of Plane Trees and further development of CBD tree planting options; and*
- v) *the designs as presented for the future upgrade of Byron Street between Lawrence and Woods Streets be endorsed.*

Note: Cr Jones requested that his vote against the planting of trees in the centre median be recorded.

At this juncture, the time being 9.56am, Cr Baker returned to the meeting.

**SECTION E
INFORMATION REPORTS**

1. WORKS UPDATE S28.21.1/09

RESOLVED (Michael/Castledine) that the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 9 March, 2016, be received and noted.

**SECTION F
GENERAL BUSINESS**

Cr Baker CBD Led Street Lighting S28.9.20

Cr Baker enquired about the lighting in the CBD. Cr Baker asked if lighting of footpaths and trees could be investigated to create an ambience that is reflective of Inverell.

Cr Girle Roundabout Damage

Cr Girle asked about the recent damage of the CBD roundabout caused by a vehicle.

Director Civil & Environmental Services, Mr Brett McInnes informed the Committee that the damage was caused by a car freighting truck and the Police had obtained the details of the driver involved. The matter is now being followed up through insurance.

Cr Baker Burnouts by Motor Vehicles

Cr Baker asked if anything can be done regarding vehicles doing burnouts. The Mayor advised that Police are focusing on this issue and that the public can be proactive by reporting the vehicle registration numbers of cars involved in this illegal activity.

Director Civil & Environmental Services Inverell and Ashford Swimming Pool S5.10.109

Director Civil & Environmental Services, Mr Brett McInnes spoke in respect of the current Pool Agreement. Mr McInnes advised that the Agreement is currently being reviewed to enable a more detailed specification to be included in the advertisement. Mr McInnes requested that a three (3) month extension of the Agreement be considered to enable completion of the detailed review.

RESOLVED (Jones/Castledine) that the Committee recommend to Council that the Inverell and Ashford Pool Agreement be extended for three (3) months.

There being no further business, the meeting closed at 10.21am.

RECOMMENDATION:

That:

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 9 March, 2016, be received and noted; and*
- ii) *the following recommendations of the Civil & Environmental Services Committee be considered by Council:*

- 1. PUBLIC ART SUNSET COMMITTEE MEETING MINUTES – 19 FEBRUARY 2016 S26.5.10

That:

- i) *the Minutes of the Public Art Sunset Committee Meeting held on Friday, 19 February, 2016, be received and noted; and*
- ii) *the following recommendation of the Public Art Sunset Committee be adopted by Council:*

2. ABORIGINAL ART PROJECT

That:

- i) *Council approve the concept of another public art project utilising an Aboriginal theme in the suggested location; and*
- ii) *further details then be prepared for further consideration.*

3. URBAN WORKS PROGRAM S28.21.1/09

That:

- i) *the urban works order of priorities for 2016/17 be:*
 - a. *Chisholm Street (Brae St to Brown St),*
 - b. *Old Bundarra Road Pavement Rehab (Macintyre St to Lions Park),*
 - c. *PAMP/Cycleway Program,*
 - d. *Captain Cook Drive / Wood St intersection pavement and asphalt,*
 - e. *Gilchrist Street Shoulders, Kerb and Gutter replacement (Bannockburn Rd to Jack St),*
 - f. *Town Centre Renewal Plan Works.*
- ii) *funding for the priority works listed in point i) be provided in the 2016/17 Urban Works Program;*
- iii) *funding include an amount of \$300K allocated from the Urban Program to continue the implementation of TCRP initiatives;*
- iv) *the TCRP works include stage 1 drainage in Byron Street, centre median design works in Otho Street, continued staged removal of Plane Trees and further development of CBD tree planting options; and*
- v) *the designs as presented for the future upgrade of Byron Street between Lawrence and Woods Streets be endorsed.*

4. INVERELL AND ASHFORD SWIMMING POOL S5.10.109

That the Inverell and Ashford Pool Agreement be extended for three (3) months.

TO ORDINARY MEETING OF COUNCIL 23/03/2016

| | | |
|-----------------------|--|-----------------------------|
| ITEM NO: | 1. | FILE NO: S18.6.52/01 |
| DESTINATION 4: | A strong local economy | B |
| SUBJECT: | SAPPHIRE WIND FARM - TERMS OF REFERENCE (LISTING) | |
| PREPARED BY: | Paul Henry, General Manager | |

SUMMARY:

Council is requested to consider a confidential report in relation to a proposal by the owners of the Sapphire Wind Farm.

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 includes information provided by the Company which is considered to be commercially sensitive.

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

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

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: B.01 Business, institutions and Council are working cooperatively towards agreed initiatives to strengthen and expand the Shire's economic base.

Term Achievement: B.01.01 The Shire's business community, learning institutions and training institutions are working in an integrated way to strengthen and develop the Shire's economic base.

Operational Objective: B.01.01.01 Work with appropriate economic partners on developing mutual understanding and support for a common agenda for action.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

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.*

| | | |
|-----------------------|--|-------------------------|
| ITEM NO: | 2. | FILE NO: S13.1.2 |
| DESTINATION 1: | A recognised leader in a broader context | R |
| SUBJECT: | A MERGER PROPOSAL | |
| PREPARED BY: | Paul Henry PSM, General Manager | |

SUMMARY:

The Minister for Local Government has referred an Armidale/Guyra/Uralla/Walcha merger proposal to the Delegate/Boundaries Commission for consideration. Council is requested to form an opinion on this proposed merger.

COMMENTARY:

Since the 18 December, 2015 the Minister for Local Government, the Hon Paul Toole MP has received numerous 'alternative merger proposals' to the 35 merger proposals announced by the Government in December last year. The Minister has decided to refer 10 'alternate merger proposals' to various Delegates and the Boundaries Commission for determination.

One of the 10 'alternate proposals' was a request from Armidale Dumaresq Council for a four (4) Council merger, involving Armidale/Guyra/Uralla/Walcha. The Delegate considering the Armidale/Guyra Merger, Mr Greg Wright will also consider this new merger proposal.

Submissions on the four (4) way merger close at 5pm on 15 April, 2016. Public hearings will be conducted by the Delegate in Armidale, Guyra, Uralla and Walcha (dates to be announced).

This proposal has a possible implication for Inverell Shire Council based on the history of similar proposals.

1. Background

On three (3) occasions in the past 20 years the four (4) way merger, mentioned above, has been considered by the Department of Local Government, the 'Kibble Inquiry' and the Boundaries Commission. On each of these occasions Inverell Shire Council has expressed the following view:

- a) There is a Community of Interest between Inverell and the Bundarra areas, and
- b) Inverell Shire was prepared to seek a boundary extension, to include the Bundarra area, as that was the wish of the Bundarra community at that time.

In 2010, the Boundaries Commission conducted a public meeting in Bundarra at which approximately 80 people attended. The outcome of the meeting was an almost unanimous vote for the Bundarra area to be transferred to Inverell Shire, if the four (4) way merger went ahead.

All above mentioned enquiries indicated that they held the view that the Bundarra area should be part of Inverell Shire.

2. Views of Bundarra Community

In the latest iteration of Merger speculation, Uralla was always slated to be a 'stand alone' Council therefore the Bundarra Community has not had to consider if it has a 'Community of Interest' in the New England or with Inverell.

To date, no information has been presented to this Council as to what would be the view of the Bundarra Community in relation to the Armidale proposal.

This is somewhat problematical, as Council has no indication as to suggest the Bundarra Community wish to be part of Inverell Shire, and therefore the strength of any submission to expand the Inverell Shire Council boundaries could be questioned on legitimacy grounds.

3. Question for Council

Council is requested to form a view on the following matters:

- i) Does Council hold the view that there is a 'Community of Interest' with Bundarra?
- ii) If so, does Council wish to make a submission to the Delegate considering the four (4) way merger?
- iii) How best to address the lack of information of the intentions of the Bundarra Community?
- iv) What is the area of the current Uralla Shire that has a Community of Interest with Inverell?

In respect of Item iii), Council may wish to predicate any submission on the following assumptions:

- That the four (4) way merger proposal will proceed, and
- During the consultation process, the Bundarra Community express the view that it wishes to be part of Inverell Shire.

In previous enquiries, the area of land proposed to be transferred to Inverell is shown as Appendix 1 (D9).

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: R.04 Inverell Shire positively influences policy on rural and regional growth.

Term Achievement: R.04.01 Joint responses and initiatives are regularly developed with neighbouring Councils and regional organisations on rural and regional issues.

Operational Objective: R.04.01.01 Establish a program of regular meetings with neighbouring councils to identify and develop approaches to contemporary regional issues.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

A matter for Council.

| | | |
|-----------------------|--|---------------------------|
| ITEM NO: | 3. | FILE NO: S5.2.1/18 |
| DESTINATION 4: | A strong local economy | B |
| SUBJECT: | 104 OTHO STREET, INVERELL – ADDITIONAL DETAIL (LISTING) | |
| PREPARED BY: | Paul Henry PSM, General Manager | |

SUMMARY:

Council is being asked to consider a confidential report in relation to the Expression of Interest submitted for the vacant land located at 104 Otho Street, Inverell.

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 commercially sensitive.

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

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

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: B.02 Plan for and promote the clustering of specific business and industry sectors in commercially appropriate locations.

Term Achievement: B.02.01 Networks and clusters of similar economic activity are developing in appropriate areas.

Operational Objective: B.02.01.01 To ensure the physical development of the Shire is in accordance with community needs and expectations, using adopted planning instruments and policies.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

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.*

| | | |
|-----------------------|---|---------------------------|
| ITEM NO: | 4. | FILE NO: S5.2.0/09 |
| DESTINATION 4: | A strong local economy | B |
| SUBJECT: | LOT 5, TAYLOR AVENUE, INVERELL (LISTING) | |
| PREPARED BY: | Paul Henry, General Manager | |

SUMMARY:

Council is requested to consider a confidential report regarding an offer for the purchase of Council owned land.

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 includes information provided by the applicant which is considered to be commercially sensitive.

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

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

Strategy: B.02 Plan for and promote the clustering of specific business and industry sectors in commercially appropriate locations.

Term Achievement: B.02.01 Networks and clusters of similar economic activity are developing in appropriate areas.

Operational Objective: B.02.01.01 To ensure the physical development of the Shire is in accordance with community needs and expectations, using adopted planning instruments and policies.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

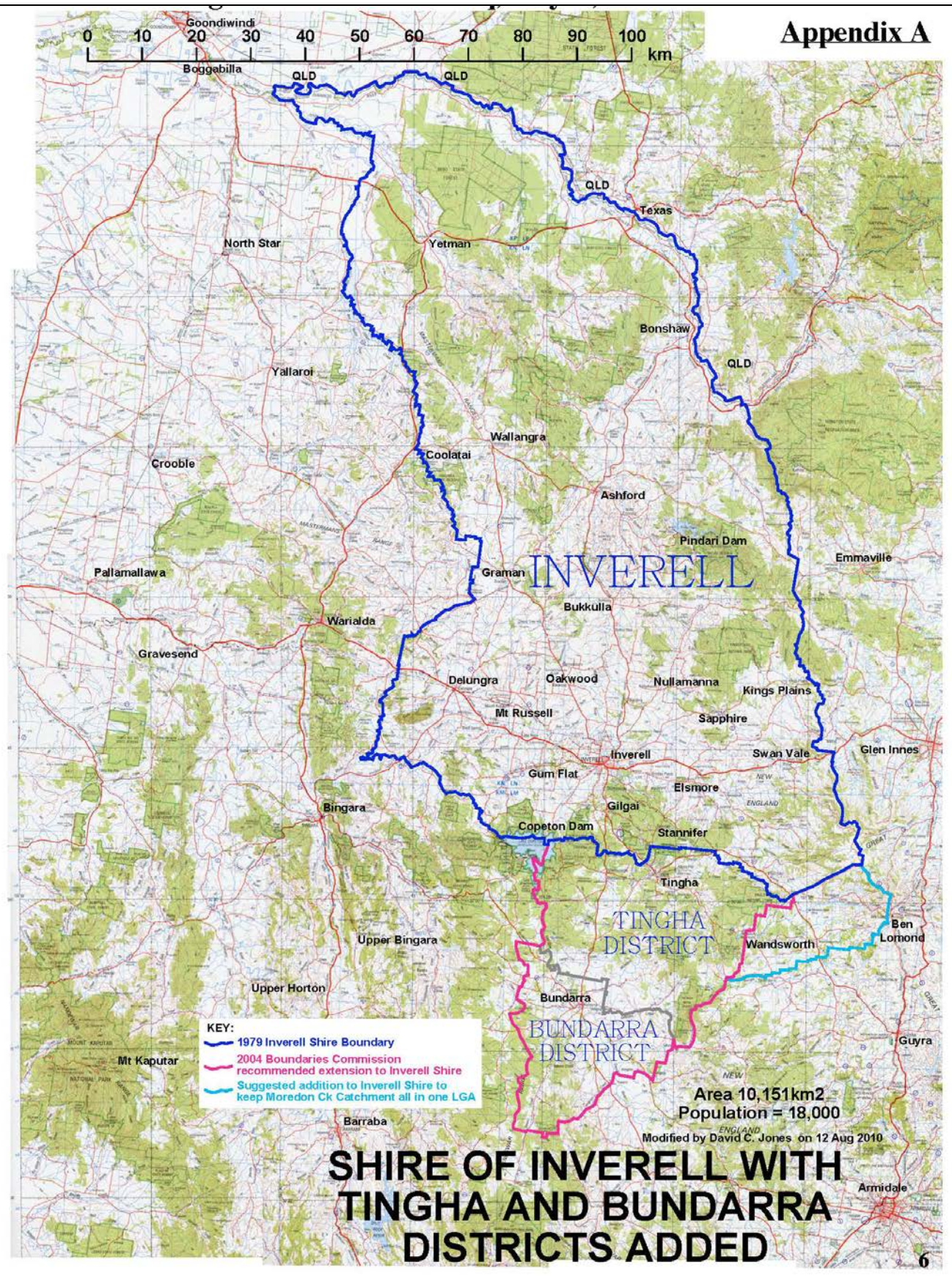
RECOMMENDATION:

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.*

APPENDIX 1

Appendix A



TO ORDINARY MEETING OF COUNCIL 23/03/2016

| | | |
|-----------------------|--|------------------------|
| ITEM NO: | 1. | FILE NO: S6.8.9 |
| DESTINATION 4: | A strong local economy | B |
| SUBJECT: | INVERELL CHAMBER OF COMMERCE & INDUSTRY | |
| PREPARED BY: | Paul Henry, General Manager | |

SUMMARY:

Council is in receipt of correspondence from the President of the Inverell Chamber of Commerce and Industry regarding a recent event conducted by the Chamber.

Council is being asked to receive and note this report.

COMMENTARY:

On Friday, 18 December, 2015, the Inverell Chamber of Commerce & Industry conducted a Festival of Christmas Lights event in Byron Street, Inverell.

Council is now in receipt of correspondence under the hand of Courtney Pay, President of the Chamber thanking Council for their support of the event.

A copy of the correspondence is attached as Appendix 1 (E18) for the information of Council.

| | | |
|-----------------------|---|------------------------|
| ITEM NO: | 2. | FILE NO: S6.8.9 |
| DESTINATION 2: | A community that is healthy, educated and sustainable | C |
| SUBJECT: | KURRAJONG RE-ENACTMENT | |
| PREPARED BY: | Paul Henry, General Manager | |

SUMMARY:

Council is in receipt of correspondence from the Inverell Kurrajong Re-enactment Committee Inc.

Council is being asked to receive and note this report.

COMMENTARY:

To remember all those who contributed to Inverell's War effort, a re-enactment of the extraordinary Kurrajong recruiting March of 1916 was organised by the Inverell Kurrajong Re-enactment Committee and held during Kurrajong Week, 8 – 17 January, 2016.

Council is now in receipt of correspondence from the Inverell Kurrajong Re-enactment Committee Inc thanking Council for support provided with the recent Kurrajong Commemorative activities.

A copy of the correspondence received is attached as Appendix 2 (E19) for the information of Council.

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 3. | FILE NO: S11.8.10 |
| DESTINATION 2: | A community that is healthy, educated and sustainable | C |
| SUBJECT: | COMMUNITY SAFETY CAMERA PROGRAM AUDIT REVIEW | |
| PREPARED BY: | David Thirlway, Manager Information Services | |

SUMMARY:

The following is a report on the review of Council's Community Safety Camera Program and the operation of the CCTV from 2014 to current date.

COMMENTARY:

Council's Community Safety Camera Program (CSCP) has been in operation since October, 2012, being implemented in response to the community's desire for achieving a safer community for all that is supported in the Inverell Shire's Community Strategic Plan.

The CSCP incorporates 33 Cameras covering the Inverell CBD area, two (2) of which have recently been installed to extend the coverage.

Due to the effectiveness of the programme, Council are currently seeking further funding to widen the CSCP to further develop a safer community.

The CSCP is continually monitored and operated by Council authorised CSCP staff. All requests for video footage and processes are reviewed by the Manager Information Services to ensure that all CSCP Code of Practices, Protocols and Procedures are adhered to during the operation of this program.

Council are continually reviewing and implementing minor operational processes and procedure changes to improve efficiency and effectiveness of the CSCP, with a formal review conducted annually.

Council continually liaise with Inverell Police to help further the improvement of the CSCP program to improve community safety. Inverell Police Inspector Rowan O'Brien recently stated in a letter to the General Manager that the CSCP is continually proving to be an extremely beneficial service to Inverell Police. CCTV footage has been used on numerous occasions and has proven to be a crucial tool when investigating street crime such as assaults, malicious damage and theft within the CBD.

CCTV footage has continued to not only save Police time in investigating incidents but also for the Courts. Inspector O'Brien points out that in most cases, after solicitor's view the CCTV footage, the offender has entered into a guilty plea thereby reducing the time the case spends in Court.

Inspector O'Brien has also noted that since the implementation of CSCP a reduction in crime, recidivism, malicious damage and anti-social behaviour has been noticed in the areas where the CSCP cameras have been installed.

From 2014 to present, there have been 70 recorded incidents where CCTV footage has been requested from the Police – figures are shown below:

| CATEGORY OF CRIME SUSPECTED | NUMBER REQUESTS RECEIVED |
|------------------------------------|---------------------------------|
| Offensive Behaviour | 14 |
| Malicious Damage | 8 |
| Theft | 10 |
| Assault | 22 |
| Resisting Arrest | 3 |
| Traffic | 5 |
| Other | 8 |

During this period, there have been several direct verbal requests from the public for footage. Council CSCP authorised staff advised the correct procedure in requesting footage and guided the requester to the relevant form and CSCP Code of Practice and Protocols.

Council received one (1) request to obtain footage via a subpoena, from a local Solicitor. As per the Code of Practice and Protocols, this footage was provided.

No other footage has been released to the public or legal firms representing a member of the public, noting that this type of request requires a subpoena.

CSCP RESOURCING:

While the CSCP has resulted in a reduction in time taken by Police to conduct their investigations and enhanced the safety of the constituency, it has come as a direct and ongoing cost to Council.

Each requested event can take an average of three (3) hours of processing. This processing is carried out by three (3) Council staff to ensure all protocols are adhered to. These have an ongoing operational cost to Council resources to maintain effective operation of the program.

To alleviate this, Council have worked with Inverell Police to ensure correct procedures are adhered to and request forms are filled in as detailed as possible to help minimise processing time.

At an operational level, Council's Information Technology staff spend on average three (3) hours per week performing camera adjustments, ensuring functionality and managing recordings.

Furthermore, CCTV software/hardware maintenance and support are an ongoing cost to Council to ensure CSCP infrastructure is kept operational and up to date.

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 4. | FILE NO: S22.25.1 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | STAFF MOVEMENTS: 1 JULY 2015 - 30 SEPTEMBER 2015 | |
| 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> |
|--------------|-----------------|--|----------------|
| 10.07.15 | Trent TURVEY | Apprentice Welder/ Fabricator | Resigned |
| 17.07.15 | Brenton HIGGINS | Carpenter/ Concretor | Resigned |
| 11.09.15 | Danielle JONES | Corporate Support Officer - Records | Resigned |

APPOINTMENTS

| <u>Date:</u> | <u>Name:</u> | <u>Position:</u> | <u>Reason:</u> |
|--------------|--------------------|--|--|
| 13.07.15 | Danielle JONES | Corporate Support Officer - Records | Relief required whilst Harnah Faley changes from full time work to work on a part time arrangement |
| 27.07.15 | Lauren DUGGAN | Corporate Support Officer – General Duties | Resignation of Karly Ford |
| 17.08.15 | Daniel FITZPATRICK | Relieving Operator | Transfer of Patrick Barnes to Rural Maintenance Section |
| 24.08.15 | Eamon HASSELMANN | Skid Steer Loader Operator | Matthew Gavan's employment ceasing |
| 24.08.15 | John POTTIE | Grader Operation - Construction | Retirement of Daniel Sheehan |
| 31.08.15 | Dwayne WILSON | Water and Wastewater General Assistant | New position to facilitate succession planning in this Section |
| 28.09.15 | Alice HOLTON | Temporary Customer Service Officer (Parental Leave Relief) | Relief required whilst Emily McBean is absent on Parental Leave |

INTERNAL TRANSFERS

| <u>Date:</u> | <u>Name:</u> | <u>Position:</u> | <u>Reason:</u> |
|--------------|-----------------|--|---|
| 13.07.15 | Michael WALSH | Tractor Operator/ General Assistant | Retirement of Robert Monckton |
| 24.08.15 | Justin McILWAIN | Relieving Operator | Transfer of David Moscatelli to Rural Maintenance Section |

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 5. | FILE NO: S22.25.1 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | STAFF MOVEMENTS: 1 OCTOBER 2015 - 31 DECEMBER 2015 | |
| 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> |
|--------------|-------------------|--|---|
| 06.10.15 | Ami-Lee ADAMS | Temporary Support Worker - Time Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Julie BARTLETT | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Mareece BROWN | Temporary Support Worker - Time Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Michael BURLEY | Assistant Coordinator - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Margaret BUTCHER | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Michael CAMPAGNER | Temporary Support Worker - Time Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Peter CAMPBELL | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Sonia CRAWFORD | Temporary Administration Coordinator - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Glenn DICK | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Robyn DUFF | Connections Service Manager | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Barbara FELIX | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Tamara FENTON | Temporary Support Worker - Time Connections | Employment transferred to BEST Employment Ltd |

| | | | |
|----------|-------------------|--|---|
| 06.10.15 | Deanne GARRETT | Part Time Service Coordinator - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Lana GRANGER | Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Emma HADLEY | School Based Part Time Trainee Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Theresa HAGAN | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Judith HILTON | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Toby KAUTER | Part Time Transition to Work Program Coordinator - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Leonie KNOX | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Jason LEECE | Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Daniel LINDSAY | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Julie LUTE | Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Jessie McNAMARA | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Letishia MERRY | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Anthony MIDDLETON | Temporary Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Kym MONCKTON | Temporary Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Rosemarie MURRAY | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Simone PHILLIPS | Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Willis PIKE | Temporary Part Time Support Worker - Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Julie REID-DORAN | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Trent ROONEY | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Dea-Ella RYAN | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Alynya SCHUTZ | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |

| | | | |
|----------|-----------------------|--|---|
| 06.10.15 | Jeandre Van Der MERWE | Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 06.10.15 | Julia WEST | Temporary Part Time Support Worker – Connections | Employment transferred to BEST Employment Ltd |
| 22.10.15 | Jaden SIMS | General Assistant | Resigned |
| 06.11.15 | Gerard JERRARD | Temporary Parks Assistant | Resigned |
| 13.11.15 | Eamon HASSELMANN | Skid Steer Loader Operator | Resigned |
| 04.12.15 | Dillon TANNER | Plant Repairer | Resigned |
| 18.12.15 | Ryan Schuman | Construction Assistant | Resigned |

APPOINTMENTS

| <u>Date:</u> | <u>Name:</u> | <u>Position:</u> | <u>Reason:</u> |
|---------------------|---------------------|--|---|
| 06.10.15 | Jaden SIMS | General Assistant | Transfer of Michael Walsh |
| 23.11.15 | David THOM | General Assistant | Temporary position with the total number of positions in the Rural Maintenance Section to be reviewed |
| 30.11.15 | Julie FORRESTER | Temporary Administration Officer (Parental Leave Relief) | Temporary transfer of Nicole Riley whilst Renee Hall is absent on Parental Leave |
| 14.12.15 | Amanda PEARSE | Corporate Support Officer - Records | Resignation of Danielle Jones |
| 21.12.15 | Timothy KOLACZYK | General Duties Officer | Restructure of Environmental Compliance Branch |

INTERNAL TRANSFERS

| <u>Date:</u> | <u>Name:</u> | <u>Position:</u> | <u>Reason:</u> |
|---------------------|---------------------|--|---|
| 05.10.15 | Michael TODD | Reticulation Construction Team Leader | Transfer of Trevor Brien |
| 16.11.15 | Darren MALLORY | Water Tanker Operator | Transfer of Justin McIlwain |
| 30.11.15 | Scott MOYLAN | Bitumen Patching Ganger/Driver | Transfer of Michael Trevithick |
| 21.12.15 | Nicole RILEY | Temporary Administration Coordinator (Parental Leave Relief) | Relief required whilst Renee Hall is absent on Parental Leave |

| | | |
|-----------------------|--|----------------------------|
| ITEM NO: | 6. | FILE NO: S4.11.5/09 |
| DESTINATION 1: | A recognised leader in a broader context | R |
| SUBJECT: | MANAGEMENT TEAM MEETING MINUTES | |
| PREPARED BY: | Hayley Nichols, Corporate Support Officer – Publishing | |

SUMMARY:

Management Team Meeting held on Thursday, 25 February, 2016.

INFORMATION:

The following items were discussed at the Management Team Meeting:

- i) Service Levels
- ii) Roundup Usage (Glyphosate)
- iii) Strategic Planning
- iv) Infrastructure Projects
- v) Risk Management Committee Meeting Minutes – 3 December 2015
- vi) Disposal of Records

| | | |
|-----------------------|--|----------------------------|
| ITEM NO: | 7. | FILE NO: S13.5.5/09 |
| 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 24 February, 2016.

Council is requested to note the actions taken to date.

COMMENTARY:

| BP/REF: ITEM NO: | SUBJECT and FILE REFERENCE: | COMMENTS: |
|---------------------------------|---|--|
| QWN/ORD 2/16 Cr Girle | <u>Recycling Services</u> <u>S31.16.20</u> Cr Girle noted the recently introduced upgrade of recycling bins to 360L at the cost of \$30 per bin. Can Council staff investigate the bins being available for online ordering and payment. | This option is being investigated by DCS. Recorded in the Civil and Environmental Services Action Status Report for Monitoring & updating. |

| | | |
|------------------------------------|--|--|
| QWN/ORD 3/16 Cr Johnston | <u>Companion Animals</u> <u>S11.1.1</u> Cr Johnston noted he has received a number of enquiries regarding how many dogs can be held on a premise and how to deal with barking dogs etc. Can a report be provided to the next Civil & Environmental Services Committee Meeting in this matter. | Report being prepared for the April Civil and Environmental Services Committee Meeting. Recorded in the Civil and Environmental Services Action Status Report for Monitoring & Updating. |
|------------------------------------|--|--|

| | | |
|-----------------------|---|-------------------------|
| ITEM NO: | 8. | FILE NO: S4.13.2 |
| DESTINATION 1: | A recognised leader in a broader context | R |
| SUBJECT: | STRATEGIC TASKS – ‘SIGN OFF’ – FEBRUARY 2016 | |
| 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, 2016 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 |
|-------------------|---|-----------------------|--|
| 16 February, 2016 | Third instalment of Financial Assistance Grants. | Achieved | Third instalment receipted. |
| 28 February, 2016 | Last day for 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, 2016 | Third quarterly rates instalment due (s.562). | Achieved | Rates notices issued. |

| | | | |
|-------------------|--|----------|--|
| 28 February, 2016 | Income adjustment for newly rateable Crown Land to be lodged to OLG. | Achieved | There is no newly rateable Crown Land. |
|-------------------|--|----------|--|

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of February, 2016. 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: | 9. | FILE NO: S7.2.4/09 |
| DESTINATION 3: | An environment that is protected and sustained. | E |
| SUBJECT: | CONSTRUCTION CERTIFICATES APPROVED FOR FEBRUARY 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Assistant | |

SUMMARY:

The following details the Construction Certificates approved by Council for February, 2016.

INFORMATION:

| <u>Construction Certificate Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|---------------------------|--|---|-------------------------|
| CC-65/2015 | Mr Harold Mason | 2 Gordon Street, Inverell NSW 2360 | Conversion of Existing Dwelling into a Dual Occupancy | 45,000 |
| CC-116/2015 | Tattersalls Hotel | 123 Byron Street, Inverell NSW 2360 | Storage Shed | 100,000 |
| CC-132/2015 | Danbuilt Pty Ltd | 9 Box Tree Place, Inverell NSW 2360 | New Dwelling | 362,700 |
| CC-3/2016 | McMahon Structural | 78 McIlveen Park Road, Inverell NSW 2360 | New Dwelling | 300,000 |
| CC-4/2016 | Mr Benjamin David McMahon | 17 Coolibah Drive, Inverell NSW 2360 | One (1) into Three (3) Lot Subdivision | Nil |
| CC-7/2016 | Efficient Building | Fernhill Road, Inverell NSW 2360 | New Dwelling | 354,000 |

| | | | | |
|---|--|--|---|--------------------|
| CC-9/2016 | Mrs Lynette Maree Darby and Mr Kelvyn Robert Darby | 30 Bennett Street, Inverell NSW 2360 | Demolish old shed and construct new shed | 3,500 |
| CC-10/2016 | Inverell Shire Council | 55 Burtenshaw Road, Inverell NSW 2360 | Community Recycling Centre | 328,375 |
| CC-11/2016 | Mr Mark Patrick Anthony Hargreaves | 47 Mulligan St, Inverell NSW 2360 | Civil works | Nil |
| CC-12/2016 | Inverell Shire Council | 71-77 Campbell Street, Inverell NSW 2360 | Alteration and Additions to Catherine Campbell Centre | 20,000 |
| Monthly estimated value of Approvals: February, 2016 | | | 10 | \$1,513,575 |

AMENDED CONSTRUCTION CERTIFICATES

| <u>Construction Certificate Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|-------------------------|---------------------------------------|--|-------------------------|
| CC-117/2014/A | Inverell Shire Council | 9 Albury Street, Ashford NSW 2361 | Removal of Underground Fuel Tanks and Installation of Above Ground Diesel Tank | Nil |
| CC-102/2015/A | Mrs Denise Enersen | 13 Urabatta Street, Inverell NSW 2360 | Alterations & Additions | Nil |
| Monthly estimated value of Approvals: February, 2016 | | | 2 | Nil |

SUMMARY:

The following details the Construction Certificates approved by Private Certifier for February, 2016.

INFORMATION:

| <u>Construction Certificate Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|-------------------------|---------------------------------------|----------------------------|-------------------------|
| CC-13/2016 | Mr Barry Robert Ehsman | 3906 Bundarra Road, Inverell NSW 2360 | Shed | 19,850 |
| Monthly estimated value of Approvals: February, 2016 | | | 1 | \$19,850 |

| | | |
|-----------------------|---|---------------------------|
| ITEM NO: | 10. | FILE NO: S7.2.4/09 |
| DESTINATION 3: | An environment that is protected and sustained. | E |
| SUBJECT: | COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING FEBRUARY 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Assistant | |

SUMMARY:

The following details the Complying Development Certificates approved by Council during February, 2016.

INFORMATION:

| <u>Complying Development Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|--|-------------------------------------|---------------------|------------------|
| CD-5/2016 | Mr Duncan Vivian Wilson and Mrs Gae Maree Wilson | 69 Caloola Drive, Inverell NSW 2360 | Patio Cover | 13,000 |
| Monthly estimated value of Approvals: February, 2016 | | | 1 | \$13,000 |

AMENDED COMPLYING DEVELOPMENT CERTIFICATES

Nil.

SUMMARY:

The following details the Complying Development Certificates approved by Private Certifier for February, 2016.

INFORMATION:

| <u>Complying Development Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|-------------------------------------|--|--|--|------------------|
| CD-1/2016 | New England North West Planning Services | 5543 Gwydir Highway, Long Plain NSW 2360 | New Shed | 24,000 |
| CD-2/2016 | Mr Barry Robert Ehsman | 36 Brewery Street, Inverell NSW 2360 | New Shed | 11,000 |
| CD-3/2016 | Mr Jake Anthony Turner | 38 Mulligan Street, Inverell NSW 2360 | Relocate existing shed and construct new shed. Construct new deck. | 6,200 |

| | | | | |
|---|-----------|---|----------------------------------|-----------------|
| CD-4/2016 | Coastcert | 81-85 King Street, Inverell NSW 2360 | Installation of Swimming Pool | 25,000 |
| Monthly estimated value of Approvals: February, 2016 | | | 4 | \$66,200 |

| | | |
|-----------------------|---|---------------------------|
| ITEM NO: | 11. | FILE NO: S7.2.4/09 |
| DESTINATION 3: | An environment that is protected and sustained. | E |
| SUBJECT: | SUMMARY OF BUILDING CONSTRUCTION FOR FEBRUARY 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Assistant | |

SUMMARY:

The following report summarises the Building Construction for the Inverell Shire in February, 2016.

INFORMATION:

Total Building Construction for Inverell Shire for February, 2016:

| <u>Type of Consent</u> | <u>Number</u> | <u>\$ Amount</u> |
|---|----------------------|-------------------------|
| Construction Certificates – Council Approved | 10 | 1,513,575 |
| Construction Certificates – Private Certifier | 1 | 19,850 |
| Complying Development – Council Approved | 1 | 13,000 |
| Complying Development – Private Certifier | 4 | 66,200 |
| Totals | 16 | \$1,612,625 |

Estimated Value of Approvals issued in the financial ytd in: **2015/2016 (107) \$11,213,302**
2014/2015 (119) \$19,419,547

| | | |
|-----------------------|---|-----------------------------|
| ITEM NO: | 12. | FILE NO: S18.10.2/09 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | DEVELOPMENT CONSENTS AND REFUSALS DURING FEBRUARY 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Assistant | |

SUMMARY:

The following details the Development Consents and Refusals during February, 2016.

INFORMATION:

Nil.

APPROVALS

| <u>Development Application Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Development</u> | <u>\$ Amount</u> |
|--|---|--|---|-------------------------|
| DA-3/2016 | Mr Rex William Daley | 372 Fernhill Road, Inverell NSW 2360 | Subdivision | Nil |
| DA-4/2016 | Mr Ross Connell | 430 Rifle Range Road, Inverell NSW 2360 | Shed | 4,750 |
| DA-7/2016 | Mr Barry Robert Ehsman | 3906 Bundarra Road, Inverell NSW 2360 | Shed | 19,850 |
| DA-8/2016 | Mr Dylan Gavin Norman Hogg and Ms Kimberlee Brooke Wilson | 463 Old Bundarra Road, Inverell NSW 2360 | New Dwelling | 161,665 |
| DA-9/2016 | Best Employment Ltd | Gwydir Highway, Inverell NSW 2360 | Toilet facility & septic | 50,000 |
| DA-10/2016 | New England North West Planning Services | 126 MacIntyre Street, Inverell NSW 2360 | New Second Dwelling (Manufactured Home) | 157,000 |
| DA-11/2016 | Efficient Building | Fernhill Road, Inverell NSW 2360 | New Dwelling | 354,000 |
| DA-13/2016 | John Philip and Claire Louise Donaldson | 57 Clive Street, Inverell NSW 2360 | Subdivision | Nil |
| DA-14/2016 | Mrs Lynette Maree Darby and Mr Kelvyn Robert Darby | 30 Bennett Street, Inverell NSW 2360 | Demolish old shed and construct new shed | 3,500 |
| DA-16/2016 | Mr Luke Charles Holder and Mrs Melissa Dawn Holder | 267 Fernhill Road, Inverell NSW 2360 | New Dwelling | 230,000 |
| DA-17/2016 | Inverell Shire Council | 71-77 Campbell Street, Inverell NSW 2360 | Alteration and Additions to Catherine Campbell Centre | 20,000 |

| | | |
|---|-----------|--------------------|
| Monthly estimated value of Approvals: February, 2016 | 11 | \$1,000,765 |
|---|-----------|--------------------|

DEVELOPMENT AMENDMENTS

| <u>Development Application Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Development</u> | <u>\$ Amount</u> |
|---|--|---------------------------------------|--|-------------------------|
| DA-146/2014/A | Inverell Shire Council | 9 Albury Street, Ashford NSW 2361 | Removal of Underground Fuel Tanks and Installation of Above Ground Diesel Tank | Nil |
| DA-90/2015/A | Mr Harold Mason | 2 Gordon Street, Inverell NSW 2360 | Conversion of Existing Dwelling into a Dual Occupancy | Nil |
| DA-148/2015/A | Mrs Denise Enersen and Mr Peter Mark Enersen | 13 Urabatta Street, Inverell NSW 2360 | Alterations & Additions | Nil |
| DA-195/2015/A | John Green Pty Ltd | 21 Warialda Road, Inverell NSW 2360 | Shed | Nil |
| Monthly estimated value of Approvals: February, 2016 | | | 4 | Nil |

REFUSALS

Nil.

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 13. | FILE NO: S29.19.1 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | SEPTIC TANK APPROVALS FOR FEBRUARY 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Assistant | |

SUMMARY:

The following details the Septic Tank approvals for February, 2016.

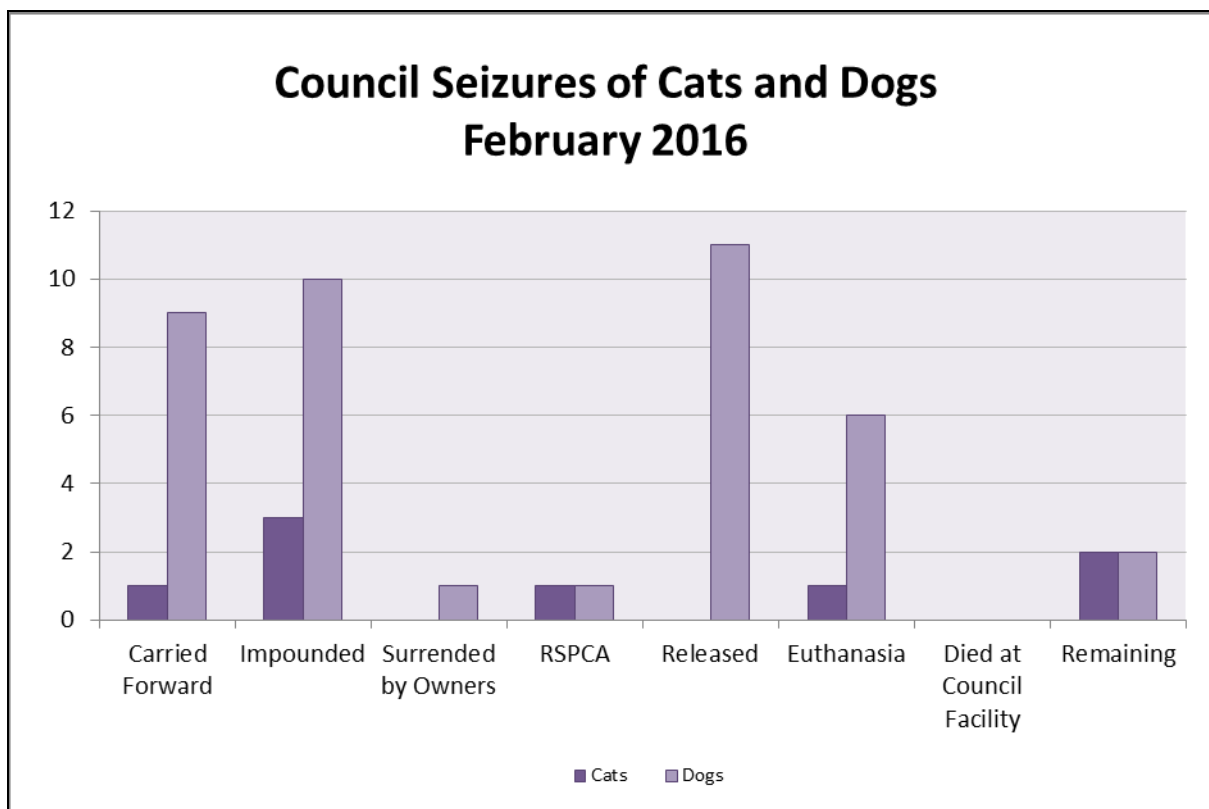
INFORMATION:

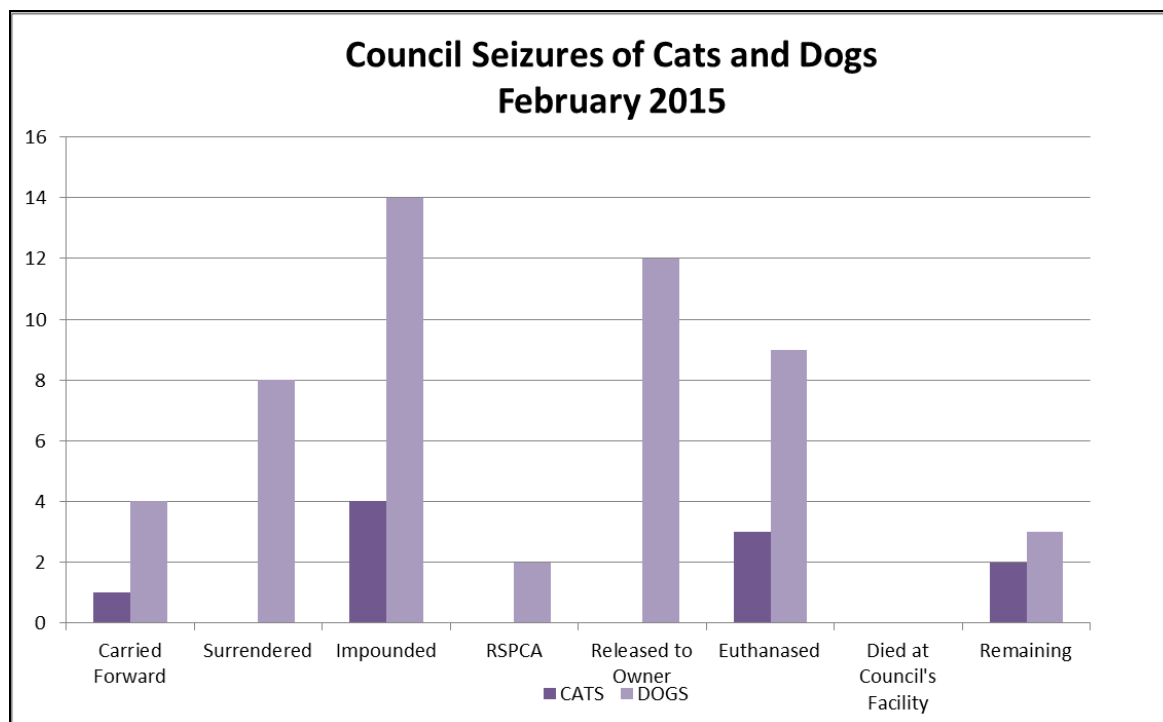
Nil.

| | | |
|-----------------------|--|--------------------------|
| ITEM NO: | 14. | FILE NO: S18.10.1 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | ORDINANCE ACTIVITIES REPORT FOR FEBRUARY 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Assistant | |

SUMMARY:

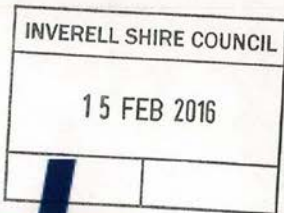
The following details the number of various Ordinance activities carried out during February, 2016, in comparison to the same month in 2015.

INFORMATION:**COMPLIANCE****Inverell Shire Council Pound Monthly Report February 2016**

Inverell Shire Council Pound Monthly Report February 2015**RECOMMENDATION:**

That the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 23 March, 2016, be received and noted.

APPENDIX 1



Dear Paul,

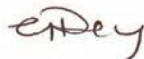
On behalf of the Inverell Chamber of Commerce we would like to extend our sincere gratitude to the Inverell Shire Council for the approval and donation of costs associated with the road closure for our Festival of Christmas Lights.

As you are aware this is the first year we have run this event in town. We have received some very positive feedback and it was your integral role that helped make the Festival the success it was.

We hope to make this an annual event and would not be able to without the support of the Inverell Shire Council.

Look forward to working with you in the future.

Kind Regards,



Courtney Pay
President
Inverell Chamber of Commerce and Industry

APPENDIX 2



Inverell Kurrajong Re-enactment Committee Inc
ABN 87 514 148 207

5 Woodland Ave Inverell 2360

28 January 2016

Mr Paul Henry
General Manager
Inverell Shire Council
Otho Street
Inverell 2360

| | |
|------------------------|--|
| INVERELL SHIRE COUNCIL | |
| 03 FEB 2016 | |
| | |

Dear Paul,

Our committee wish to express their sincere thanks to Inverell Shire Council and staff for the wonderful support given for our recent Kurrajong Commemorative activities. Everyone was so helpful and did their best to help with all our requests. The weather was perfect and the town looked beautiful. We had so many positive comments from first time visitors to Inverell.

It was fantastic to see the support of so many people who came together to help us run the re-enactment march and associated events. Almost 500 people participated in the march, many of them in family groups of multiple generations. We feel sure the story of Inverell's Kurrajongs will now move on to future generations.

The economic benefits to the town would have been considerable and the widespread publicity was extraordinary.

Please extend our thanks and gratitude to all Councillors and members of the Council's staff.

Kind regards

Noela Turner
Secretary

Website: www.inverellremembers.org.au

Email: info@inverellremembers.org.au

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