



Inverell Shire Council

regional australia bank
PRESENTS
NORTHERN INLAND 4x4 FISHING CARAVAN & CAMPING EXPO
26 & 27 NOV 2016

LARGEST OUTDOOR EXPO IN NORTHERN INLAND NSW

INVERELL RUGBY PARK
ENTRY \$10 U16s FREE
SAT 9AM - 5PM
SUN 9AM - 3PM

www.northerninlandexpo.com.au
PROUDLY SPONSORED BY

ARB 4x4 ACCESSORIES
INVERELL 4WD CENTRE

New Age Caravans
Newcastle

Southern Cross Ten
printfresh
McNeilsHire party

find us on facebook

Business Paper
Ordinary Meeting of Council
23 November, 2016

INVERELL SHIRE COUNCIL

NOTICE OF ORDINARY MEETING OF COUNCIL

18 November, 2016

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 23 November, 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 |
| 3.05PM | RECREATIONAL/CULTURAL GRANTS – PRESENTATION OF CHEQUES TO VILLAGE GROUPS |
| 3.10PM | AUDITORS PRESENTATION |

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 |

Table of Contents

SECTION/PAGE

| | | |
|---|---|----|
| Civil & Environmental Services Committee Meeting Minutes – 9 November 2016 | C | 1 |
| Complying Development Certificates Approved during October 2016 | E | 5 |
| Construction Certificates Approved for October 2016 | E | 3 |
| Development Consents and Refusals During October 2016 | E | 7 |
| Economic & Community Sustainability Committee Meeting Minutes – 9 November 2016 | C | 14 |
| Fit for the Future Roadmap - Action Plan | D | 5 |
| Management Team Meeting Minutes | E | 11 |
| New Public Lane Inverell Town Centre | E | 10 |
| Ordinance Activities Report for October 2016 | E | 9 |
| Presentation of Council's 2015/2016 Financial Reports | D | 1 |
| Septic Tank Approvals for October 2016 | E | 8 |
| Staff Movements: 1 July 2016 to 30 September 2016 | E | 1 |
| Strategic Tasks – 'Sign Off' – October 2016 | E | 2 |
| Summary of Building Construction for October 2016 | E | 6 |



MEETING CALENDAR

October 2016 – September 2017

| | 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 | 26 | 23 | 21 | No Meeting | 22 | 22 | 26 | 24 | ^28 | 26 | 23 | *27 |
| Major Committees | | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed | Wed |
| Civil and Environmental Services | 8:30 am | 12 | 9 | No Meetings | No Meetings | 8 | 8 | 12 | 10 | 14 | 12 | 9 | 13 |
| Economic and Community Sustainability | 10:30 am | | | | | | | | | | | | |

^ Meeting at which the Management Plan for 2017/2018 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.

MINUTES OF THE ORDINARY MEETING OF INVERELL SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 26 OCTOBER, 2016, COMMENCING AT 3 PM.

PRESENT: Cr P J Harmon (Mayor) [Chairperson], Crs D F Baker, A A Michael, J A Watts, P A King, J N McCosker and S J Berryman.

Acting General Manager (Ken Beddie), Director Civil & Environmental Services (Brett McInnes) and Sharon Stafford (Executive Assistant).

SECTION A

APOLOGIES **S13.6.9/09**

The General Manager advised that Crs C M Dight and M J Peters tendered their apologies and both sought leave of absence for personal reasons.

116/16 RESOLVED (McCosker/Berryman) *that the apologies from Cr Dight and Cr Peters due to personal reasons be accepted, and that leave of absence be granted.*

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

117/16 RESOLVED (Watts/Baker) *that the Minutes of the Ordinary Meeting of Council held on 28 September, 2016, 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

At this juncture, the time being 3.02pm, the following interests were declared:

- Cr Michael declared a pecuniary interest in Section C, Committee Reports, Item 2, "Economic & Community Sustainability Committee Meeting Minutes - 12 October 2016 - #10 104 Otho Street, Inverell". The nature of the interest relates to Cr Michael's association with a developer with a possible interest in the property.

PUBLIC FORUM **S13.5.6/09**

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:

Katrina Shailer & Libby Lowe Medieval Festival

Ms Shailer and Ms Lowe requested support from Council and the community for the Medieval Festival which is an annual event conducted at the Gilgai Showground.

The event attracted 1200 people with approximately 300 of those coming from out of town.

Ms Shailer provided Council with a portfolio of the event and requested that Council consider supporting the event.

Ms Shailer advised that the event provides educational, cultural and artistic benefits for the community and opportunities for local businesses.

At this juncture, the time being 3.05pm, the Public Forum Session closed and Council resumed the balance of the Agenda.

1. BITUMEN RESURFACING PROGRAM 2016/17 S28.21.1/09

That:

- i) *the 2016/17 Bitumen Resurfacing Program as presented be adopted; and*
- ii) *the adopted program be placed on Council's webpage and facebook for the information of the community.*

2. GRAVEL RESHEET PROGRAM 2016/17 S28.21.1/09

That:

- i) *the 2016/17 Gravel Resheeting Program as presented be adopted; and*
- ii) *the adopted program be placed on Council's webpage and facebook for the information of the community.*

3. TENDER - T1/2017 CONSTRUCTION AERATION TANK INVERELL SEWAGE TREATMENT PLANT S4.19.15

That:

- i) *Council accept the tender from Eire Constructions Pty Ltd including the variations for the supply of submersible pumps and revised rates for bored piles, in the sum of \$1,919,997; and*
- ii) *the Common Seal of Council be affixed to the Contract documents.*

2. ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 12 OCTOBER 2016 S4.11.17/08

119/16 RESOLVED (Watts/Berryman) that:

- i) *the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 12 October, 2016, be received and noted; and*
- ii) *the following recommendations of the Economic & Community Sustainability Committee be adopted by Council, with the exception of Items 6, 9 and 10:*

1. COUNCILLOR WORKSHOPS - HIT THE GROUND RUNNING S13.6.11

That arrangements be made for interested Councillors to be registered to attend the 'Hit the Ground Running' Workshop to be held in Tamworth on Thursday, 27 October, 2016.

2. SERVICE LEVEL REQUIREMENTS - FLOOD MONITORING S18.6.19

That:

- i) *the 2015/2016 Services Agreement for Hydrometric Services be completed and the \$99,078 fee be paid; and*
- ii) *Council seek the support of the Member for Northern Tablelands, Mr Adam Marshall and Local Government NSW in having the State Wide Flood Gauge Fees included in the new property based Emergency Services Levy on the basis of the wide benefits flowing to the community from the Flood Gauge Warning Systems being in place.*

3. OPERA NORTH WEST S26.3.14

That:

- i) Council provide \$10K in cash and up to \$5K in-kind of sponsorship to the 2017 Opera in the Paddock event; and
- ii) the additional \$5K be funded from the Tourism Promotion Budget.

4. LOCAL GOVERNMENT BOUNDARY ADJUSTMENT – TINGHA S13.1.1

That:

- i) Mr Marshall be advised that the course of action he has proposed to expedite the matter is supported; and
- ii) any necessary action be undertaken with Mr Marshall and the Administrator of Armidale Dumaresq Council on the mapping of an appropriate boundary between Inverell and Armidale Dumaresq Councils.

5. PROPOSED BOUNDARIES FOR JOINT ORGANISATIONS (JO)
S13.1.2

That the Office of Local Government be advised that Inverell Shire Council supports the proposed boundary for the New England Joint Organisation.

7. AIRSPEED AVIATION S30.16.4

That Council write to Mr Wyndam advising of Council's support for the campaign for time slots to be allocated to rural regional Australia.

8. 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.

REQUEST FOR REDUCTION IN TOWN HALL HIRE FEES – DANTHONIA BRUDERHOF COMMUNITY **S12.22.1/08 & S5.24.4/08**

MOTION (King/Baker) that Council waive the cost of the Town Hall fees of \$774 for the Danthonia Bruderhof Community as a one-off for the community Christmas event.

The motion on being put to the meeting was lost.

CSOP-A **120/16 RESOLVED** (Berryman/Watts) that Council provide a donation of \$200 to the Danthonia Bruderhof Community Christmas event.

LAND MATTER - RIFLE RANGE ROAD, INVERELL (LISTING) **S5.2.0/09**

121/16 RESOLVED (McCosker/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.*

104 OTHO STREET, INVERELL (LISTING) S5.2.1/18

122/16 RESOLVED (McCosker/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 D
DESTINATION REPORTS**

1. COUNCILLORS - LEAVE OF ABSENCE S13.6.9/09

GM-N
CSOP-A

123/16 RESOLVED (Watts/Michael) *that:*

- i) *the apology from Cr Baker be accepted; and*
- ii) *leave of absence be granted to Cr Baker for the 23 November, 2016 Ordinary Meeting of Council.*

2. INVERELL CHAMBER OF COMMERCE AND INDUSTRY - CHRISTMAS PROMOTION S26.3.6

MCE-A

124/16 RESOLVED (McCosker/Baker) *that:*

- i) *Council approve the closure of Otho Street from the corner of Byron Street to the mid street crossing for the Inverell Chamber of Commerce Christmas Promotion on 16 December, 2016; and*
- ii) *Council meet the nominal cost of advertising and road closure for the event.*

**SECTION E
INFORMATION REPORTS**

1. MANAGEMENT TEAM MEETING MINUTES S4.11.5/09

2. INVERELL MEN'S HEALTH NIGHT S6.8.9

3. UPGRADE MOBILE TOWERS – YETMAN S18.6.62

4. QUESTIONS WITHOUT NOTICE – SEPTEMBER 2016 S13.5.5/09

5. STRATEGIC TASKS – ‘SIGN OFF’ – SEPTEMBER 2016 S4.13.2
6. CONSTRUCTION CERTIFICATES APPROVED FOR SEPTEMBER 2016 S7.2.4/09
7. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING SEPTEMBER 2016 S7.2.4/09
8. SUMMARY OF BUILDING CONSTRUCTION FOR SEPTEMBER 2016 S7.2.4/09
9. DEVELOPMENT CONSENTS AND REFUSALS DURING SEPTEMBER 2016 S18.10.2/09
10. SEPTIC TANK APPROVALS FOR SEPTEMBER 2016 S29.19.1
11. ORDINANCE ACTIVITIES REPORT FOR SEPTEMBER 2016 S18.10.1
12. LOCAL GOVERNMENT AMENDMENT (GOVERNANCE AND PLANNING) ACT 2016 S4.2.1

125/16 RESOLVED (Baker/Michael) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 26 October, 2016, be received and noted.

SECTION F QUESTIONS WITHOUT NOTICE

QWN/ORD 43/16 Ashford Road – Roadworks
Cr Baker

Cr Baker queried the status of orange flashing lights on traffic lights at roadworks.

The Director Civil & Environmental Services, Mr Brett McInnes advised that orange flashing lights means ‘motorists proceed with caution’.

Mr McInnes also advised that weather permitting, these roadworks will be sealed this weekend.

QWN/ORD 44/16 Civic Matters
Cr McCosker

Cr McCosker requested that Councillors be provided with adequate notice of upcoming events.

Cr McCosker also asked if it were possible for Councillors to be kept informed of events being attended by the Mayor and other Councillors.

The Mayor indicated that he will recommence his Mayoral Activity Memorandum to Councillors to keep them apprised of past and future activities.

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

At 3.50pm, 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.

At this juncture, the time being 3.50pm, having previously declared a pecuniary interest in Section C, Committee Reports, Item 2, "Economic & Community Sustainability Committee Meeting Minutes - 12 October 2016 - #10 104 Otho Street, Inverell", Cr Michael left the meeting and did not participate in the vote in this matter.

CLOSED COUNCIL REPORTS

126/16 RESOLVED (Berryman/King) 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 4.23pm, 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:

9. LAND MATTER - RIFLE RANGE ROAD, INVERELL S5.2.0/09

GM-A That Mr Basson be advised that:

- i) the required land, being part Lot 12, DP 1196708 is available for sale on a deferred settlement arrangement;
- ii) the purchase price will be determined by market appraisal plus subdivision costs;
- iii) the sale will be subject to a three (3) year settlement wherein the deferred payment arrangement will attract a 3% p.a charge on the asking price;
- iv) Council will not give any warranty or undertaking as to the necessary or required development approval or zoning compatibility;
- v) the sale be subject to any other terms and conditions as deemed necessary or as negotiated with the General Manager; and
- vi) all necessary documents be executed under Common Seal of Council.

10. 104 OTHO STREET, INVERELL S5.2.1/18

GM-A That:

- i) the listing price for this parcel of land be \$260K;
- ii) the land be listed with all Inverell based Real Estate Agents; and
- iii) the condition requiring a development of "an appropriate scale and capacity" be attached to the offering.

At this juncture, the time being 4.23pm, Cr Michael returned to the meeting.

ADOPTION OF RECOMMENDATIONS

127/16 RESOLVED (Baker/Berryman) that the recommendations of Closed Council be adopted.

There being no further business, the meeting closed at 4.29pm.

CR P J HARMON

CHAIRPERSON

TO ORDINARY MEETING OF COUNCIL 23/11/2016

| | | |
|---|---|-----------------------------|
| ITEM NO: | 1. | 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 NOVEMBER 2016 | |
| PREPARED BY: | Hayley Nichols, Corporate Support Officer - Publishing | |

SUMMARY:

Meeting held on Wednesday, 9 November, 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 NOVEMBER, 2016, COMMENCING AT 8.30 AM.

PRESENT: Cr D F Baker (Chairperson), Crs P J Harmon, S J Berryman, J N McCosker and M J Peters.

Also in attendance: Crs J A Watts, C M Dight, A A Michael and P A King.

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), Justin Pay (Manager Civil Engineering), Anthony Alliston (Manager Development Services), Michael Bryant (Manager Environmental Engineering (Designate)) and David Strugnell (Asset Management Coordinator).

Suspension Of Standing Orders

At this juncture, the time being 8.31am, the Chairperson sought agreement to suspend standing orders to conduct an inspection of proposed New Dwelling (Dual Occupancy – Detached) and Subdivision - 30 King Street, Inverell 2360 (DA-122/2016).

Resumption Of Standing Orders

At this juncture, the time being 9.00am, standing orders resumed and the Committee considered the balance of the Agenda.

SECTION A

APOLOGIES:

There were no apologies received.

1. CONFIRMATION OF MINUTES

RESOLVED (Berryman/Harmon) that the Minutes of the Civil and Environmental Services Committee Meeting held on 12 October, 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

At this juncture, the time being 9.05am, the Chair welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak:

Mr Mark Rainger DA-122/2016 – 30 King Street, Inverell

Mr Rainger is a joint property owner of 28 King Street, Inverell. Mr Rainger noted his strong objections to DA-122/2016. Mr Rainger's three (3) main objections relate to the positioning and size of the proposed development, the amenity and visual impact and the asbestos removal from the property.

Mrs Jillian Rainger DA-122/2016 – 30 King Street, Inverell

Mrs Rainger is a joint property owner of 28 King Street, Inverell. Mrs Rainger noted her objections to DA-122/2016.

Mrs Rainger asked the Committee to consider more than "just ticking the boxes" and to also consider the human element and personal impacts of the proposed development.

Mrs Jane O'Brien, Mrs Jenny Cracknell & Nourish Bar Representative Inverell Community Garden Presentation – 'Welcome to the Future'

The representatives for the Inverell Community Gardens presented the Committee with a proposal to relocate the Gardens to the corner of Ross Street and Swanbrook Road.

The representatives requested Council's financial support and commitment to allow the use of this land.

At this juncture, the time being 9.25am, Mr David Strugnell arrived at the meeting.

Mr Michael Hoynes & Mr Peter Horwood Inverell Mountain Bike Club Presentation

Mr Hoynes and Mr Horwood delivered a presentation to the Committee on behalf of the Inverell Mountain Bike Club.

The Club seeks Council's assistance to create an all-weather cycle way that links the Inverell township to the newly development Mountain Bike Track located adjacent to the Inverell Golf Club.

At this juncture, the time being 10.00am, the Public Forum Session closed and the Committee resumed the balance of the Agenda.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

SECTION D
DESTINATION REPORTS

DA-122/2016 – NEW DWELLING (DUAL OCCUPANCY – DETACHED) AND SUBDIVISION – 30 KING STREET, INVERELL 2360 DA-122/2016

RESOLVED (Harmon/Peters) that Section D, Item #5, 'DA-122/2016 – New Dwelling (Dual Occupancy – Detached) and Subdivision – 30 King Street, Inverell 2360' be brought forward for consideration.

5. DA-122/2016 – NEW DWELLING (DUAL OCCUPANCY – DETACHED) AND SUBDIVISION – 30 KING STREET, INVERELL 2360 DA-122/2016

RESOLVED (Harmon/Berryman) that the Committee recommend to Council that Development Application 122/2016 be approved subject to the following conditions of consent:

Preliminary

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

Consent is granted for a dual occupancy (detached), comprising:

- Construction of a new dwelling at the rear of 30 King Street; and
- Subdivision.

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

2. The applicant must comply with all relevant prescribed conditions as contained in Division 8A of the Environmental Planning & Assessment Regulation 2000 (as detailed at the end of this consent).
3. The dwellings shall be numbered as follows:
 - 30A King Street – new dwelling; and
 - 30B King Street – existing dwelling.
4. Electricity and telecommunication services to the new dwelling must be underground.
5. King Lane is to be upgraded with the extension of the bitumen seal from the end of the current seal to the common boundary between 28 and 30 King Street, Inverell, and drainage improvements where necessary.
6. The existing trees in King Lane are to be maintained and measures installed during construction to protect the trees from damage.

Prior to Construction

7. Prior to the commencement of any building works on the site a Construction Certificate must be issued in accordance with Section 109C (1)(b) and 81A (2) of the *Environmental Planning and Assessment Act 1979*. The application for a Construction Certificate, made to Council or an Accredited Certifier, must include plans and specifications demonstrating full compliance with the *Building Code of Australia* and associated standards.
8. Prior to the issue of a Construction Certificate, detailed engineering plans and specifications are to be submitted to and approved by Council for:

-
- Access crossings;
 - The access handle driveway for the new dwelling in consideration of the underground stormwater pipe;
 - Stormwater drainage for the entire site, including dwelling, hard stand and retaining walls; and
 - Inter-allotment drainage between the new dwelling and existing dwelling.
9. Prior to issue of a Construction Certificate, approval under Section 68 of the Local Government Act 1993 is to be obtained for:
- Water Supply;
 - Sewerage Work; and
 - Stormwater Drainage Work
10. Prior to issue of a Construction Certificate, approval under Section 138 of the *Roads Act 1993* is to be obtained for the construction of access crossings and upgrade of King Lane.
11. Prior to the issue of a Construction Certificate, contributions/fees must be paid to Council for the new dwelling for water supply and water connection. This will require payment to Council of:
- A Contribution under Council's Development Servicing Plan; and
 - A water connection fee in accordance with Council's fees and charges.
12. Prior to the issue of a Construction Certificate, contributions/fees must be paid to Council for the new dwelling for sewer supply and sewer connections. This will require payment to Council of:
- A Contribution under Council's Development Servicing Plan No. 1; and
 - A sewer junction fee in accordance with Council's fees and charges.
13. Prior to the issue of a Construction Certificate, a contribution towards Community Services must be paid to Council pursuant to Section 94 of the *Environmental Planning and Assessment Act 1979*, for the new dwelling.

During Construction

14. A survey report is required to ensure that the proposed development is located on the correct allotment and at the approved distance from the boundary. The survey report is to be prepared by a registered land surveyor and be provided to the Principal Certifying Authority prior to works proceeding past floor level. This report is to be verified:
- by the pegging of the site prior to the commencement of work; and
 - on completion of footings.
15. To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
- Works on site are to be carried out in accordance with the *Protection of the Environment Operations Act 1997* in relation to noise, dust and associated nuisances from the site. The carrying out of works shall not interfere with the quiet enjoyment of the surrounding neighbourhood;
 - Construction may only be carried out between 7.00am and 5.00pm, Monday to Saturday, and no construction is to be carried out at any time on a Sunday or Public Holiday. Council may consent to vary these hours in particular circumstances where it can be demonstrated that it is unavoidable;
 - Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path of easement, natural watercourse, footpath, kerb or road surface and shall implement measures to prevent the movement of such material off site;

- Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site;
 - Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a waste disposal depot;
 - Sediment and erosion control measures are to be implemented onsite and maintained until the site is fully stabilised, in accordance with Council's Erosion and Sedimentation Control Policy 2004; and
 - Where the proposed development involves the disturbance of any existing survey monuments, those monuments affected will need to be relocated by a registered surveyor under the *Surveying and Spatial Information Act 2002*. A plan showing the relocated monuments will then be required to be lodged as a matter of public record at the Lands Titles Office.
16. Vehicles associated with construction of the new dwelling, including delivery vehicles and worker vehicles, must use King Street. In extenuating circumstances if construction traffic needs to use King Lane the prior written approval from Council must be obtained and an agreement in place that any damage caused to King Lane must be repaired immediately, at the applicant's expense.
17. Any required fill material must be Virgin Excavated Natural Material as defined under Schedule 1 of the *Protection of the Environment Operations Act 1997*.

Prior to Occupation

18. Prior to occupation of the new dwelling, an Occupation Certificate must be issued in accordance with Section 109M of the *Environmental Planning and Assessment Act 1979*.

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

- all required inspections (including each applicable mandatory critical stage inspection) have been carried out; and
 - any preconditions to the issue of the certificate required by a development consent have been met.
19. Prior to issue of an Occupation Certificate, where applicable, the following works are to be completed:
- All adjacent public and private land must be cleared of obstructions such as stockpiles of topsoil, building material, waste and other material associated with construction.
 - The applicant will repair/restore, or pay the full costs associated with repairing/restoring, any footpath, public reserve and infrastructure that is damaged by the development.
 - Any unused layback in the kerb and gutter is to be capped to Council's satisfaction.
 - Sediment and erosion control measures, which are no longer required, are to be removed including any silt/sediment in gutters and/or drains.
20. Prior to issue of an Occupation Certificate, all access crossings and the access handle driveway for the new dwelling, are to be constructed in accordance with the approved engineering design.
21. Prior to issue of an Occupation Certificate, the upgrade of King Lane being the extension of the bitumen seal from the end of the current seal to the common boundary between 28 and 30 King Street and drainage improvements (where necessary), is to be completed at the applicant's expense.

22. Prior to issue of an Occupation Certificate, all stormwater drainage is to be completed in accordance with the approved engineering design.
23. Prior to issue of an Occupation Certificate all landscaping, fencing and privacy screen are to be completed as per the approved plan(s).
- The privacy screen must have:
- A minimum height 1.5m above floor level;
 - No individual opening more than 30mm wide; and
 - A total area of all openings no greater than 30% of the screen area
24. Prior to issue of an Occupation Certificate, the carport for the existing dwelling is to be constructed in accordance with the approved plan(s).
25. Prior to issue of an Occupation Certificate, each dwelling is to be individually numbered and the number displayed in 100mm numerals on each dwelling and associated mailbox. The street number is to be displayed in 150mm numerals adjacent to the mailboxes.
26. Prior to issue of an Occupation Certificate, all new external lighting must be mounted, screened and directed in a way that it does not create a nuisance or light spill on to buildings on adjoining lots or public places.

Prior to Issue of a Subdivision Certificate

27. A Subdivision Certificate must be obtained from Council in accordance with Section 109C (1)(d) of the *Environmental Planning and Assessment Act 1979*. The applicant must submit a completed Subdivision Certificate application form (with applicable fee), four (4) copies of the survey plan, two (2) copies of any 88b instrument and documentary evidence demonstrating compliance with the conditions of this development consent.
28. Prior to the issue of a Subdivision Certificate, the new dwelling is to be constructed and issued with an Occupation Certificate.
29. A 3m easement over the stormwater pipe is to be shown on the plan of subdivision and dedicated in favour of Council.
30. Where applicable, the plan of subdivision is to clearly show any private easements for services (e.g. electricity, telephone, etc.).
31. Any other condition deemed appropriate by the Director Civil and Environmental Services.

| S375A Record of Voting | Councillors For: | Councillors Against: |
|------------------------|------------------|----------------------|
| Cr D F Baker | ✓ | |
| Cr S J Berryman | ✓ | |
| Cr P J Harmon | ✓ | |
| Cr J N McCosker | | ✓ |
| Cr M J Peters | | ✓ |

SECTION B
ADVOCACY REPORTS

Cr Harmon Telstra Inverell Sapphire City Festival Wrap-up Meeting

Cr Harmon noted his attendance at the wrap-up meeting of the 2016 Telstra Inverell Sapphire City Festival.

A letter is being prepared to inform Council and sponsors of the successful outcomes.

Cr Watts Appreciation of Council Staff

A local resident informed Cr Watts that Council Outdoor Staff, during a recent funeral procession, halted traffic to allow the procession to continue uninterrupted and removed their hats as a sign of respect. The resident expressed their appreciation for the respect and compassion displayed.

ADJOURNMENT

At this juncture, the time being 10.25am, the Committee adjourned to facilitate a Asset Management Induction by Council's Asset Management Coordinator, Mr David Strugnell.

RESUMPTION

At this juncture, the time being 11.25am, the Committee reconvened.

SECTION D
DESTINATION REPORTS

1. TENDER T2/2017 DESIGN & RECONSTRUCTION OF TINTOT BRIDGE, GRAMAN ROAD (LISTING) S4.19.14

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

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

2. APPLICATION FOR RESTRICTED ACCESS VEHICLE ROUTE –BURTENSRAW ROAD, INVERELL S30.9.11

RESOLVED (Peters/Berryman) that the Committee recommend to Council that 750m of Burtenshaw Road, from MR137 Ashford Road to the Inverell Landfill be approved and gazetted as B-Double Route.

3. ROAD CLOSURE - VENETIAN CARNIVAL S28.23.1/09

RESOLVED (Peters/Berryman) that the Committee recommend to Council that:

- i) Council grant a permit for the Venetian Carnival and permission for the closure of Captain Cook Drive between the Byron Street Roundabout and the entrance of Pasterfield car park between the hours of 5pm and 10pm on Saturday, 3 December, 2016;
- ii) Council provide a donation of \$200.00 towards the cost of the road closure for the carnival.
4. RE-APPOINTMENT OF COUNCIL REPRESENTATIVES TO THE NORTHERN NSW JOINT REGIONAL PLANNING PANEL S18.6.11

RESOLVED (Harmon/Berryman) that the Committee recommend to Council that Council nominate Councillor Dianna Baker and Mr Brett McInnes, Director Civil and Environmental Services as Council representatives to the Northern NSW Joint Regional Planning Panel.

5. DA-122/2016 – NEW DWELLING (DUAL OCCUPANCY – DETACHED) AND SUBDIVISION – 30 KING STREET, INVERELL 2360 DA-122/2016

Note: Matter dealt with previously in the meeting.

SECTION E
INFORMATION REPORTS

1. SAPPHIRE WIND FARM – UPDATE S18.6.52/01
2. WORKS UPDATE S28.21.1/09
3. NSW CONTAINER DEPOSIT SCHEME S31.3.6

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

SECTION F
GENERAL BUSINESS

At this juncture, the time being 10.50am, Graham Bendeich arrived at the meeting.

- Director Civil & Environmental Services Update – Heavy Vehicle Movement on Gwydir Highway
The Director Civil & Environmental Services, Mr Brett McInnes advised that the Roads and Maritime Services seek comments from Council on the Gwydir Highway lane merging road marking between the CBD and Enhance Petrol Inverell Roadhouse.

The Manager Environmental Engineering, Mr Graham Bendeich tabled Council's proposed line marking for the Gwydir Highway.
- Cr McCosker Orchard Place
Cr McCosker noted the poor road condition of Orchard Place and asked if any action to improve the road is planned.

The Director Civil & Environmental Services, Mr Brett McInnes provided the Committee with information and the history of the road, noting that suggestions have previously been made.
- Cr Michael CBD Blisters
Cr Michael asked about the stenciling on the CBD blisters and if they are part of a maintenance program.

Director Civil & Environmental Services, Mr Brett McInnes informed the Committee that they are part of a maintenance program that involves, but is not limited to, pressure cleaning and stencil maintenance.

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

At 11.10am, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Committee Meeting should not be considered in Closed Committee. There was no response from the public.

CLOSED COMMITTEE REPORTS

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

Upon resuming Open Committee, at 11.20am, the Chair verbally reported that the Committee, with the Press and Public excluded, having considered the matters referred to it, recommends as follows:

1. TENDER T2/2017 DESIGN & RECONSTRUCTION TINTOT BRIDGE GRAMAN ROAD S4.19.14

That the Committee recommend to Council that:

- i) *Council accept the tender from Ozwide Bridge Rail & Civil Pty Ltd, Option 2 comprising a new bridge deck level constructed one metre higher than the existing bridge deck, for the price of \$460,250 GST exclusive; and*
- ii) *the Common Seal of Council be affixed to the Contract documents.*

ADOPTION OF RECOMMENDATION

RESOLVED (Berryman/McCosker) that the recommendation from Closed Committee be adopted.

There being no further business, the meeting closed at 11.21am.

RECOMMENDATION:

That:

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 9 November, 2016, be received and noted; and*
- ii) *the following recommendations of the Civil & Environmental Services Committee be considered by Council:*
 1. DA-122/2016 – NEW DWELLING (DUAL OCCUPANCY – DETACHED) AND SUBDIVISION – 30 KING STREET, INVERELL 2360 DA-122/2016

That Development Application 122/2016 be approved subject to the following conditions of consent:

Preliminary

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

Consent is granted for a dual occupancy (detached), comprising:

- Construction of a new dwelling at the rear of 30 King Street; and
- Subdivision.

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

2. The applicant must comply with all relevant prescribed conditions as contained in Division 8A of the Environmental Planning & Assessment Regulation 2000 (as detailed at the end of this consent).
3. The dwellings shall be numbered as follows:
 - 30A King Street – new dwelling; and
 - 30B King Street – existing dwelling.
4. Electricity and telecommunication services to the new dwelling must be underground.
5. King Lane is to be upgraded with the extension of the bitumen seal from the end of the current seal to the common boundary between 28 and 30 King Street, Inverell, and drainage improvements where necessary.
6. The existing trees in King Lane are to be maintained and measures installed during construction to protect the trees from damage.

Prior to Construction

7. Prior to the commencement of any building works on the site a Construction Certificate must be issued in accordance with Section 109C (1)(b) and 81A (2) of the *Environmental Planning and Assessment Act 1979*. The application for a Construction Certificate, made to Council or an Accredited Certifier, must include plans and specifications demonstrating full compliance with the *Building Code of Australia* and associated standards.
8. Prior to the issue of a Construction Certificate, detailed engineering plans and specifications are to be submitted to and approved by Council for:
 - Access crossings;
 - The access handle driveway for the new dwelling in consideration of the underground stormwater pipe;
 - Stormwater drainage for the entire site, including dwelling, hard stand and retaining walls; and
 - Inter-allotment drainage between the new dwelling and existing dwelling.
9. Prior to issue of a Construction Certificate, approval under Section 68 of the Local Government Act 1993 is to be obtained for:
 - Water Supply;
 - Sewerage Work; and
 - Stormwater Drainage Work
10. Prior to issue of a Construction Certificate, approval under Section 138 of the *Roads Act 1993* is to be obtained for the construction of access crossings and upgrade of King Lane.
11. Prior to the issue of a Construction Certificate, contributions/fees must be paid to Council for the new dwelling for water supply and water connection. This will require payment to Council of:
 - A Contribution under Council's Development Servicing Plan; and

- A water connection fee in accordance with Council's fees and charges.
12. Prior to the issue of a Construction Certificate, contributions/fees must be paid to Council for the new dwelling for sewer supply and sewer connections. This will require payment to Council of:
- A Contribution under Council's Development Servicing Plan No. 1; and
 - A sewer junction fee in accordance with Council's fees and charges.
13. Prior to the issue of a Construction Certificate, a contribution towards Community Services must be paid to Council pursuant to Section 94 of the *Environmental Planning and Assessment Act 1979*, for the new dwelling.

During Construction

14. A survey report is required to ensure that the proposed development is located on the correct allotment and at the approved distance from the boundary. The survey report is to be prepared by a registered land surveyor and be provided to the Principal Certifying Authority prior to works proceeding past floor level. This report is to be verified:
- by the pegging of the site prior to the commencement of work; and
 - on completion of footings.
15. To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:
- Works on site are to be carried out in accordance with the *Protection of the Environment Operations Act 1997* in relation to noise, dust and associated nuisances from the site. The carrying out of works shall not interfere with the quiet enjoyment of the surrounding neighbourhood;
 - Construction may only be carried out between 7.00am and 5.00pm, Monday to Saturday, and no construction is to be carried out at any time on a Sunday or Public Holiday. Council may consent to vary these hours in particular circumstances where it can be demonstrated that it is unavoidable;
 - Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path of easement, natural watercourse, footpath, kerb or road surface and shall implement measures to prevent the movement of such material off site;
 - Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site;
 - Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a waste disposal depot;
 - Sediment and erosion control measures are to be implemented onsite and maintained until the site is fully stabilised, in accordance with Council's Erosion and Sedimentation Control Policy 2004; and
 - Where the proposed development involves the disturbance of any existing survey monuments, those monuments affected will need to be relocated by a registered surveyor under the *Surveying and Spatial Information Act 2002*. A plan showing the relocated monuments will then be required to be lodged as a matter of public record at the Lands Titles Office.
16. Vehicles associated with construction of the new dwelling, including delivery vehicles and worker vehicles, must use King Street. In extenuating circumstances if construction traffic needs to use King Lane the prior written approval from Council must be obtained and an agreement in place that any damage caused to King Lane must be repaired immediately, at the applicant's expense.
17. Any required fill material must be Virgin Excavated Natural Material as defined under Schedule 1 of the *Protection of the Environment Operations Act 1997*.

Prior to Occupation

18. Prior to occupation of the new dwelling, an Occupation Certificate must be issued in accordance with Section 109M of the *Environmental Planning and Assessment Act 1979*.

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

- all required inspections (including each applicable mandatory critical stage inspection) have been carried out; and
 - any preconditions to the issue of the certificate required by a development consent have been met.
19. Prior to issue of an Occupation Certificate, where applicable, the following works are to be completed:
- All adjacent public and private land must be cleared of obstructions such as stockpiles of topsoil, building material, waste and other material associated with construction.
 - The applicant will repair/restore, or pay the full costs associated with repairing/restoring, any footpath, public reserve and infrastructure that is damaged by the development.
 - Any unused layback in the kerb and gutter is to be capped to Council's satisfaction.
 - Sediment and erosion control measures, which are no longer required, are to be removed including any silt/sediment in gutters and/or drains.
20. Prior to issue of an Occupation Certificate, all access crossings and the access handle driveway for the new dwelling, are to be constructed in accordance with the approved engineering design.
21. Prior to issue of an Occupation Certificate, the upgrade of King Lane being the extension of the bitumen seal from the end of the current seal to the common boundary between 28 and 30 King Street and drainage improvements (where necessary), is to be completed at the applicant's expense.
22. Prior to issue of an Occupation Certificate, all stormwater drainage is to be completed in accordance with the approved engineering design.
23. Prior to issue of an Occupation Certificate all landscaping, fencing and privacy screen are to be completed as per the approved plan(s).
- The privacy screen must have:
- A minimum height 1.5m above floor level;
 - No individual opening more than 30mm wide; and
 - A total area of all openings no greater than 30% of the screen area
24. Prior to issue of an Occupation Certificate, the carport for the existing dwelling is to be constructed in accordance with the approved plan(s).
25. Prior to issue of an Occupation Certificate, each dwelling is to be individually numbered and the number displayed in 100mm numerals on each dwelling and associated mailbox. The street number is to be displayed in 150mm numerals adjacent to the mailboxes.
26. Prior to issue of an Occupation Certificate, all new external lighting must be mounted, screened and directed in a way that it does not create a nuisance or light spill on to buildings on adjoining lots or public places.

Prior to Issue of a Subdivision Certificate

27. A Subdivision Certificate must be obtained from Council in accordance with Section 109C (1)(d) of the *Environmental Planning and Assessment Act 1979*. The applicant must submit a completed Subdivision Certificate application form (with applicable fee), four (4) copies of the survey plan, two (2) copies of any 88b instrument and documentary evidence demonstrating compliance with the conditions of this development consent.
28. Prior to the issue of a Subdivision Certificate, the new dwelling is to be constructed and issued with an Occupation Certificate.
29. A 3m easement over the stormwater pipe is to be shown on the plan of subdivision and dedicated in favour of Council.
30. Where applicable, the plan of subdivision is to clearly show any private easements for services (e.g. electricity, telephone, etc.).
31. Any other condition deemed appropriate by the Director Civil and Environmental Services.

2. APPLICATION FOR RESTRICTED ACCESS VEHICLE ROUTE – BURTENSHAW ROAD, INVERELL S30.9.11

That 750m of Burtenshaw Road, from MR137 Ashford Road to the Inverell Landfill be approved and gazetted as B-Double Route.

3. ROAD CLOSURE - VENETIAN CARNIVAL S28.23.1/09

That:

- i) *Council grant a permit for the Venetian Carnival and permission for the closure of Captain Cook Drive between the Byron Street Roundabout and the entrance of Pasterfield car park between the hours of 5pm and 10pm on Saturday, 3 December, 2016;*
- ii) *Council provide a donation of \$200.00 towards the cost of the road closure for the carnival.*

4. RE-APPOINTMENT OF COUNCIL REPRESENTATIVES TO THE NORTHERN NSW JOINT REGIONAL PLANNING PANEL S18.6.11

That Council nominate Councillor Dianna Baker and Mr Brett McInnes, Director Civil and Environmental Services as Council representatives to the Northern NSW Joint Regional Planning Panel.

5. TENDER T2/2017 DESIGN & RECONSTRUCTION TINTOT BRIDGE GRAMAN ROAD S4.19.14

That:

- i) *Council accept the tender from Ozwide Bridge Rail & Civil Pty Ltd, Option 2 comprising a new bridge deck level constructed one metre higher than the existing bridge deck, for the price of \$460,250 GST exclusive; and*
- ii) *the Common Seal of Council be affixed to the Contract documents.*

| | | |
|---|--|-----------------------------|
| ITEM NO: | 2. | 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 NOVEMBER 2016 | |
| PREPARED BY: | Hayley Nichols, Corporate Support Officer - Publishing | |

SUMMARY:

Meeting held on Wednesday, 9 November, 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 NOVEMBER, 2016, COMMENCING AT 11.40AM.

PRESENT: Cr J A Watts (Chairperson), Crs P J Harmon, P A King, A A Michael and C M Dight.

Also in attendance: Crs D F Baker, S J Berryman, J N McCosker and M J Peters.

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:

There were no apologies received.

1. CONFIRMATION OF MINUTES

RESOLVED (Dight/King) that the Minutes of the Economic and Community Sustainability Committee Meeting held on 12 October, 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

The following interests were declared:

- Cr King declared a non-pecuniary interest in Section D, Destination Reports, Item 1, "Expiring Agreements". The nature of the interest relates to the Lessee being the son of Cr King.
- Cr Harmon declared a non-pecuniary interest in Section D, Destination Reports, Item 1, "Expiring Agreements". The nature of the interest relates to Cr Harmon being a member of the Club that leases the building.

3. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

SECTION B
ADVOCACY REPORTS

Cr Michael Art Exhibition - 56 Otho Street

Cr Michael noted his attendance as the Mayor's Representative at a retrospective exhibition held on 29 October, 2016 of the paintings of Marjory Schmidt.

Cr Michael Esther Gardner Poetry Book Launch

Cr Michael noted his attendance at Esther's Poetry Book Launch as the Mayor's Representative. Esther's Book Launch was held at the Inverell Library on 27 October, 2016.

Cr Michael Inverell East Rotary – 'The Great Inverell Duck Race'

Cr Michael attended the Duck Race as the Mayor's Representative on 27 October, 2016. The Duck Race had to be rescheduled due to the wet weather on the weekend of the Telstra Inverell Sapphire City Festival.

Cr Michael Community Safety Precinct Committee Meeting (CSPC) – Glen Innes

Cr Michael attended the recent CSPC meeting held in Glen Innes on 2 November, 2016 as the Mayor's Representative.

The three (3) main topics discussed were:

- a) Domestic Violence – with a new position in the NSW Police being created for a state DV Co-ordination,
- b) Inverell recent house break-ins. Police have arrested those involved.
- c) Inverell Police Station – The new Inverell Police Station project is progressing.

Cr Harmon Mobile Coverage – Copeton Dam

Cr Harmon noted an incident at Copeton Dam recently that required medical assistance. Triple zero was not able to be called due to the mobile phone coverage issues.

Cr Harmon suggested Council continue to advocate Federal and State Members for improved phone coverage in the area.

Cr King Esther Gardner Poetry Book Launch

Cr King noted his attendance at Esther's Poetry Book Launch. Cr King extended thanks to Council staff for their assistance with the Launch.

Cr Berryman Local Emergency Management Meeting

Cr Berryman noted his attendance at a Local Emergency Management Committee Meeting on 3 November, 2016.

Cr Harmon Country Mayor's Association of NSW Meeting

Cr Harmon attended the recent Annual General Meeting, in which new executives were elected.

The executive consists of the following Council representatives; Albury City Council, Narrabri Shire Council, Bega Valley Shire Council, Coonamble Shire Council, Inverell Shire Council, Moree Plains Shire Council, Tenterfield Shire Council and Uralla Shire Council.

Cr Harmon NSW Rural Fire Graduation

Cr Harmon attended the NSW Rural Fire Graduation, with Certificates presented to six (6) Cadets from MacIntyre High School, within the Northern Tablelands.

Cr Watts Book Launch – Heather Kerridge

Cr Watts attended Heather Kerridge's book launch. Local author Heather Kerridge launched her third book titled "Touching Tales: Endearing Stories From The Animal Kingdom."

The book contains wonderful true stories of peoples' interactions and experiences with animals, featuring anecdotes from numerous locals.

Cr Baker Library Zone Meeting

Cr Baker noted her attendance at the recent Library Zone Meeting held in Coffs Harbour.

Cr Watts & Cr Dight Hit the Ground Running Workshop

Cr Watts and Cr Dight attended the "Hit the Ground Running Workshop" for new Councillors at Tamworth. Both Councillors agreed that the Workshop was of value and also allowed the opportunity to network with other new Councillors in the region.

At this juncture, the time being 12.00pm, having previously declared a non-pecuniary interest in Section D, Destination Reports, Item 1, "Expiring Agreements", Cr King left the meeting.

At this juncture, the time being 12.00pm, noting he previously declared a non-pecuniary interest in Section D, Destination Reports, Item 1, "Expiring Agreements", Cr Harmon remained in the meeting as an observer and refrained from voting.

SECTION D
DESTINATION REPORTS

1. EXPIRING AGREEMENTS S5.10.43 & S5.10.84

1. Lease Agreement, Mr Nick King – Building at Inverell Pool, known as the "Gym", Evans Street, Inverell.

RESOLVED (Dight/Watts) that the Committee recommend to Council that:

- i) Council renew the agreement with Mr Nick King for the Building at Inverell Pool, known as the "Gym", Evans Street, Inverell for a three (3) year period with a further three (3) year option under the same terms and conditions;*
- ii) the lease fee be \$27.96 per day (GST Inclusive) subject to annual CPI adjustments; and*
- iii) the Lease Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

At this juncture, the time being 12.10pm, Cr King returned to the meeting.

2. Licence Agreement, Mr Owen Lewis – Part Lot 7313, DP 1135965 and Part Unformed Road, Ross Street, Inverell.

RESOLVED (Harmon/King) that the Committee recommend to Council that the agreement be renewed, under the same terms and conditions, on a month-to-month basis.

2. SPONSORSHIP REQUEST – 2017 INVERELL TOUGHEN UP CHALLENGE S12.22.1/10

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

- i) Council provide the same sponsorship as in previous years, being the Silver Sponsorship Package valued at \$500 plus GST; and*
- ii) Council invite the Inverell Toughen Up Committee to provide a presentation to Council on the success and ongoing growth of the event.*

3. ADDITIONAL CARPARKING - CATHERINE CAMPBELL CENTRE S5.10.10

RESOLVED (King/Harmon) that the Committee recommend to Council that Council accede to the request to assist with the extension and resealing of the Catherine Campbell Centre carpark, which is located on Council owned land.

At this juncture, the time being 12.20pm, Cr Peters arrived at the meeting.

4. REQUEST FOR ASSISTANCE – INVERELL GIRL GUIDES S12.22.1/09

RESOLVED (Michael/Harmon) that the Committee recommend to Council that Council contribute \$700 towards making the Inverell Girl Guide Hall compliant.

SECTION E INFORMATION REPORTS

- 1. GRANTS TO VILLAGES AND RURAL AREAS – RECREATIONAL/CULTURAL GRANT 2016-2017 S15.8.6/09
- 2. SOCIAL HOUSING COMMUNITY IMPROVEMENT FUND 2016 - ROSS HILL RESERVE S15.8.65/01

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

SECTION F QUESTIONS WITHOUT NOTICE

- Cr Harmon Funding for Removal of Identified Plane Trees

Cr Harmon asked if the trees at the corner of Evans and Campbell Street will be removed as now that the trees are in full leaf they create a blackspot when entering Campbell Street from Evans Street.
Director Civil & Environmental Services, Mr Brett McInnes provided an update on the removal of further plane trees and noted the current resources available.

- Cr Michael Lions Park Playground

Cr Michael asked when the Lions Park Playground will be open.

Director Civil & Environmental Services, Mr Brett McInnes advised that there is still works to be completed (pathway).

General
Manager

Service NSW

The General Manager, Mr Paul Henry informed the Committee of the possibility of establishing a "Service NSW" Office in Inverell. It is anticipated that the current Roads and Maritime Services building will be listed for sale by the end of the year.

Director
Corporate &
Economic
Services

NBN Co

Director Corporate and Economic Services, Mr Ken Beddie noted the availability of satellite service for rural residents.

Mr Beddie tabled additional information in this respect.

SECTION H
GOVERNANCE REPORTS

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

RESOLVED (Michael/Harmon) 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. QUARTERLY BUDGET AND OPERATIONAL PLAN REVIEW 2016/2017 S12.5.1/09

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

- i) Council's Quarterly Operational Plan and Budget Review for 30 September, 2016 be adopted; and*
- ii) the proposed variations to budget votes for the 2016/2017 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2017 from operations of \$2,723.*

There being no further business, the meeting closed at 12.39pm.

RECOMMENDATION:

That:

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

1. EXPIRING AGREEMENTS S5.10.43 & S5.10.84

- 1. Lease Agreement, Mr Nick King – Building at Inverell Pool, known as the "Gym", Evans Street, Inverell.

That:

- i) Council renew the agreement with Mr Nick King for the Building at Inverell Pool, known as the "Gym", Evans Street, Inverell for a three (3) year period with a further three (3) year option under the same terms and conditions;*

- ii) *the lease fee be \$27.96 per day (GST Inclusive) subject to annual CPI adjustments; and*
- iii) *the Lease Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

2. Licence Agreement, Mr Owen Lewis – Part Lot 7313, DP 1135965 and Part Unformed Road, Ross Street, Inverell.

That the agreement be renewed, under the same terms and conditions, on a month-to-month basis.

2. SPONSORSHIP REQUEST – 2017 INVERELL TOUGHEN UP CHALLENGE S12.22.1/10

That:

- i) *Council provide the same sponsorship as in previous years, being the Silver Sponsorship Package valued at \$500 plus GST; and*
- ii) *Council invite the Inverell Toughen Up Committee to provide a presentation to Council on the success and ongoing growth of the event.*

3. ADDITIONAL CARPARKING - CATHERINE CAMPBELL CENTRE S5.10.10

That Council accede to the request to assist with the extension and resealing of the Catherine Campbell Centre carpark, which is located on Council owned land.

4. REQUEST FOR ASSISTANCE – INVERELL GIRL GUIDES S12.22.1/09

That Council contribute \$700 towards making the Inverell Girl Guide Hall compliant.

3. 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.*

4. QUARTERLY BUDGET AND OPERATIONAL PLAN REVIEW 2016/2017 S12.5.1/09

That:

- i) *Council's Quarterly Operational Plan and Budget Review for 30 September, 2016 be adopted; and*
- ii) *the proposed variations to budget votes for the 2016/2017 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2017 from operations of \$2,723.*

TO ORDINARY MEETING OF COUNCIL 23/11/2016

| | | |
|-----------------------|--|--------------------------|
| ITEM NO: | 1. | FILE NO: S12.11.1 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure. | S |
| SUBJECT: | PRESENTATION OF COUNCIL'S 2015/2016 FINANCIAL REPORTS | |
| PREPARED BY: | Paul Pay, Manager Financial Services | |

SUMMARY:

Council has completed its 2015/2016 Financial Reports. The reports have been audited and submitted to the Office of Local Government in accordance with legislative requirements. Council is now required to consider the Audit Report. The Auditor will be in attendance at today's Council meeting to speak in relation to the reports.

COMMENTARY:

Council's Auditors, Forsyths - Charter Accountants of Armidale, have advised that Council has again achieved a sound Financial Result for the 2015/2016 Financial Year. The 2015/2016 Audit Report indicates that *"It is pleasing to report that Council's systems and records have been well maintained during the year and the Audited accounts will be submitted to the Office of Local Government within the prescribed time period"*, and *"After funding all restrictions, Council still retains a very strong cash position to fund working capital needs."*

Council received its Audit Report on 21 October, 2016, and the Audit Report and the Financial Reports were forwarded to the Office of Local Government in accordance with legislative requirements.

This is again a sound achievement, considering the quantum of works undertaken in the 2015/2016 Financial Year, the commencement of reducing the Infrastructure Backlog and the improvement of a range of community facilities. Council has continued to attract a significant quantum of non-recurrent grant income. That said, a review of the Financial Reports will highlight the Federal Government's freeze on the indexation of the Finance and Assistance Grant with the full impact to be felt in 2016/2017.

In accordance with the provisions of the *Local Government Act, 1993*, and the Financial Management Regulations, an advertisement was placed in the Inverell Times advertising Council's financial result for the year ended 30 June, 2016, and calling for submissions on the General Purpose Financial Reports. At the time this report was prepared no submissions had been received. Any submissions received will be tabled at the meeting.

A copy of Council's General Purpose Financial Reports and Audit Report has been provided with this Business Paper.

The following matters are noted:

- The Auditor has indicated that the Outstanding Rates and Charges Ratio at 5.3% is within benchmarks and reflects good recovery procedures, while Council's level of Debt remains low.

- Council's Current Unrestricted Ratio is 11.21. This is a favourable result and is above that of a majority of Councils. This result contributes substantially to the flexibility Council has developed to enable it to address strategic and sustainability issues as they arise and also to take advantage of opportunities which present themselves for the benefit of the community, especially in respect of securing additional Grant Funding. This flexibility was directly responsible for Council being able to secure the grant funding for Varley Oval \$0.5M, Linking Together Centre \$0.21M, Ashford Medical Centre \$0.25M, the Cameron Oval redevelopment \$0.51M, the Sports Complex Redevelopment \$0.93M and the Tintot Bridge replacement project \$0.8M.

On a Cashflow basis, the Auditor notes that *"As stated in our previous reports, Council's enviable cash position provides a strong footing from which to address infrastructure improvements and complete internally restricted projects."* This is reflected in Council's Rural Road Infrastructure Asset Renewal Program which commenced in 2015/2016 to address the Infrastructure Backlog.

- The "Building and Infrastructure Renewals Ratio" which assesses the rate at which assets are being renewed against the rate at which they are being depreciated, is again very positive. Council's ratio was 1.86 indicating that Council expended more on asset renewals compared to depreciation for the same period. A more detailed review of this Ratio indicates that the ratios were General Fund 2.43, Water Fund 0.319 and Sewerage Fund 0.017. This ratio does not take into account that the large majority of Council's major assets have now been refurbished or renewed. Council's Bridge Assets are an example of this where after many years of very large expenditures, only minor renewal expenditures are now anticipated over the long term. Council will be aware that this ratio does not take into account Council's planned future expenditure on the Special Road Renewal Infrastructure Backlog Program which provides an additional \$6M in 2015/2016 and 2016/2017 for renewal works. This program is targeted entirely at Rural Roads and will substantially reduce Council's Infrastructure Backlog Ratio.
- The Operating Performance Ratio for the General Fund was 19.16% being above the > 0% required by the Fit for the Future Program. This result is sound however, this outcome has been produced by a re-categorisation under the Accounting Standards of Council's Roads to Recovery, Financial Assistance Grant Roads Allocation and the Block Grant Supplementary Grant Income. While the Code previously categorised the majority of this Grant Income as "Capital Income" for Asset Renewals, and the funds were spent on Asset Renewals, this Grant Income is now to be Categorised as non-tied "Operational Income", irrespective of the purpose it is utilised for. This action directly affects Council's FFF Benchmarks and the Long Term Financial Plan by artificially inflating Council's Operating Performance Result and showing that Council has significantly larger Operating Surplus than that which actually exist. This acts to increase the Benchmark to a more positive result, however, in reality it is only an Accounting Standard change and does not mean there are any more funds available for Asset Maintenance or Renewal.

The large spike in the 2015/2016 result was also inflated by large one-off increases in the Roads to Recovery Grant for the year. The same applies for the smaller increase in the 2016/2017 result, before the Benchmark stabilise in future years.

- The Own Source Revenue Ratio for the General Fund was 55.13% being below the > 60% required for the Fit for the Future Program. As indicated in Council's Fit for the Future Roadmap, Council requires a 14.25% Special Rate Variation to be delivered over three years commencing in 2017/2018 to achieve this benchmark and to address the remainder of the Road Asset Infrastructure Backlog. As noted in the Fit for the Future Roadmap the matters which have impacted Council in this matter are:
 - Three year freeze on indexation of the Finance and Assistance Grants by the Federal Government (\$431K p.a. cost in 2016/2017 and beyond),
 - Reduction in Interest on Investment Income resulting from the record low interest rates and the substantial draw down of Investments to fund the Special Road Infrastructure Backlog Program (\$500K p.a.), and

- Above Rate Pegging increases in Council's fixed costs and capital costs that Council has not been able to cover through ongoing efficiency savings (\$500K).
- It is noted that Council has again achieved an Operating Surplus both before and after Capital Grants and Contributions are considered. This has provided Council with the funds necessary to complete its large Capital Works/Asset Renewal Programs.

A copy of Council's 2015/2016 Financial Reports are included as a separate document. Councillors will be provided with a hard copy of this document at the November, 2016 Council Meeting.

While Council held Cash and Investments totalling \$51.83M as at 30 June, 2016 as detailed in Council's Audited Financial Reports the following restrictions exist over these funds:

| | | |
|------|---|------------------|
| | Total Audited Investments 30/06/2016 | \$ 51.83M |
| Less | <u>External Restrictions:</u> | |
| | Water and Sewerage Funds - Restricted | \$ 11.50M |
| | Unexpended Sewerage Loan Funds | \$ 1.80M |
| | Waste Management Funds (Note 6, IRA's) | \$ 3.64M |
| | Grants and Contributions (Note 6) | \$ 3.60M |
| | Revotes for Works in Progress as at 30/06/16 | \$ 10.30M |
| | <u>Accounts Payable (Note 10)</u> | <u>\$ 2.22M</u> |
| | Sub- Total | \$ 18.77M |
| Less | <u>Internally Restricted Assets:</u> | |
| | - Plant Replacement (Funded from Depn) | \$ 3.31M |
| | - Building Renewals (Funded from Depn) | \$ 2.52M |
| | - ELE/Workers Compensation/Insurance | \$ 1.75M |
| | - Inverell Pool Redevelopment | \$ 2.20M |
| | - Computer System Renewals/Upgrades | \$ 1.01M |
| | - Other (Land, Industrial Devel. SES etc) | \$ 2.64M |
| | <u>Provisions:</u> | |
| | - Chester Street Renewal with Roundabout | \$ 1.00M |
| | - Mansfield/Gwydir Highway Intersection | \$ 0.50M |
| | - <u>Roslyn Street/Gwydir Highway Intersect</u> | <u>\$ 1.00M</u> |
| | NET CASHFLOW/WORKING CAPITAL | \$ 2.84M |

As noted at the October, 2016 Committee Meetings and in a wide range of presentations to Council on a continuing basis, including presentations by the External Auditor, Council's Net Cashflow/Working Capital amount at 30/06/2007 was \$5.8M, Council has managed to reduce this amount to the current approximate \$3.0M which as well as being the minimum amount required to meet Council's day-to-day Cashflow requirements, is also Council's emergency funding for Major Disasters.

It is noted that Council transferred its surplus cash into the FFF Rural Roads Program in July, 2015 after undertaking a full review of its Working Capital and its Internally Restricted Assets, with a view to reducing these amounts to the "minimum workable level" prior to the Special Rate Variation being sought.

The Auditor will be in attendance at this meeting to deliver and speak in relation to their Audit Report.

A copy of their Audit Management Letter has been provided to the Audit and Risk Committee.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND MANAGEMENT PLAN:

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

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

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

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

There are no financial implications resulting from the adoption of the recommendations. The Audited Financial Reports provide a "snapshot" of Council's financial position as at 30 June, 2016.

LEGAL IMPLICATIONS:

Section 413 of the *Local Government Act, 1993*, requires that Council prepare financial reports for each year. Sections 414 and 415 of the Act require that the reports must be audited and the nature of the audit, with Section 416 specifying the nature of the Audit Report.

Section 418 of the Act requires that, Council give public notice of its intention to present the reports at a meeting, Council provide a summary of the reports in the public notice, and that Council make available copies of the reports to the public.

Section 419 of the Act requires that the audited reports be presented at a meeting in accordance with the public notice and that the Auditor may attend the meeting.

Section 420 provides that any person may make a submission to Council in respect of the audited financial reports or the audit report.

Council has complied with all legislative guidelines in this matter.

RECOMMENDATION:

That:

- i) the information be received and noted; and*
- ii) the Audit Report for the 2015/2016 Financial Year be adopted.*

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 2. | FILE NO: S25.11.3 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | FIT FOR THE FUTURE ROADMAP - ACTION PLAN | |
| PREPARED BY: | Paul Henry, General Manager | |

SUMMARY:

A briefing session for both standing Committee's was held on 9 November, 2016 for the purpose of informing Councillors of the Special Rate Variation (SRV) application process that is required to be undertaken if Council is to give effect to its approved Fit for the Future (FFF) Roadmap.

The immediate task is to determine if Council is prepared to advise IPART of Council's intention to prepare a SRV application in accordance with its IPART approved FFF Roadmap Action Plan.

COMMENTARY:

A briefing session for both standing Committee's was held on 9 November, 2016 for the purpose of informing Councillors of the Special Rate Variation (SRV) application process that is required to be undertaken if Council is to give effect to its approved Fit for the Future (FFF) Roadmap. The advice provided included details of IPART's Special Rate Variation Process and requirements.

As detailed in the approved FFF Roadmap Action Plan for this Council is the immediate task of determining if Council is prepared to advise IPART of Council's intention to prepare an application for a 14.25% SRV to be phased in over three (3) years commencing in 2017/2018.

The briefing session provided Councillors with the details that informed the preparation of the FFF Roadmap. The information provided was updated to include Council's Audited Financial Results for 2014/2015 and 2015/2016 and the outcomes of Council's ongoing Operational Efficiency and Effectiveness Program.

In respect of the FFF Roadmap briefing information provided, the Councillors noted that the following actions are now required in respect of Council's FFF Roadmap:

- i) *Council note that an application for a Special Rate Variation is a strategy from its Fit for the Future 'Roadmap' endorsed in June 2015, and subsequently approved by IPART in October 2015,*
- ii) *Council adopt the 14.25% SRV (phased in over three (3) years) as its preferred scenario and lodge a notice of intention to IPART that Council will be submitting a Special Rate Variation Application at the nominated time,*
- iii) *the Integrated Planning & Reporting Documents be updated to reflect the impacts of the 14.25% SRV, and the amended document be included in the Community Engagement process, and*
- iv) *a Community Engagement process be implemented to seek community feedback on Council's position regarding a Special Rate Variation.*

It was necessary to gain an indication from Council's regarding the requirement.

As detailed in the Briefing Paper, it is recommended that the University of Technology Sydney (UTS) – Centre for Local Government be engaged to undertake the Community Engagement Process for the SRV and to build on the consultation conducted to date in respect of the FFF Roadmap and Council's Integrated Planning and Reporting Documents. Following the indication by Councillors at the briefing session regarding a SRV application, a formal proposal was sent from UTS.

As discussed in the briefing session, UTS have broad experience in the area of Community Engagement, undertook the Community Engagement Process for Gwydir Shire Council and have an awareness of the issues confronting Local Government in this region. UTS will bring a significant level of independence to the Community Engagement Process.

UTS have proposed the following process which is recommended for adoption:

Methodology

The proposed methodology reflects our understanding of the NSW Local Government policy and reform context, our expertise in innovative community engagement and applied research around service delivery reviews and the changing nature of Local Government.

1. Project inception

Upon notification of acceptance of our proposal, we propose an initial 1.5-hour project inception meeting with the Inverell General Manager and other key Council staff via phone.

The purpose of this meeting will be to agree on the approach and project timing. The inception meeting will provide an opportunity to:

- Confirm timing of project, including key meetings, deliverables and milestones
- Clarify expectations regarding outcomes and reporting
- Establish and confirm preferred arrangements for project liaison and progress reporting throughout the project
- Identify any requirements or limitations that may apply to the engagement process, data access, or scope of the project
- Discuss appropriate arrangements for engaging with the community and the process for identifying a representative sample
- Discuss Council's relevant responsibilities, including engaging with local media and communication outlets
- Identify relevant background reports, documentation, data, and other material
- Discuss project management and reporting arrangements. Within one week of the project inception meeting, UTS:CLG will submit a draft Project Plan to Council for comment before producing a final version.

2. Desktop review

UTS:CLG propose to review any additional relevant documentation early in this project. This desktop review will provide the project team with a broad understanding of key objectives, decisions and actions of Council, as well as any known community views and contextual factors affecting the region. The review of documentation will include, but not necessarily be limited to:

- Outcomes of any recent community engagement and consultation
- Inverell Integrated Planning and Reporting (IP&R) documents
- Inverell Shire Community Engagement Strategy
- Inverell Shire Workforce Plan
- Demographic and other population data
- Documents identified as important in the inception meeting. A review of key demographic characteristics will also be undertaken using the Australian Bureau of Statistics (ABS) 2011 Census data. The proposed demographic analysis will examine key data sets to inform existing and emerging trends of Inverell Shire, including population projections.

The demographic analysis will also provide data to support the stakeholder identification process, including age, cultural background, language, income, housing tenure and employment.

3. Workshop with council

3.1 Workshop with council staff

Following the desktop review we propose to undertake a half-day workshop with Council staff. This workshop will provide an opportunity to present findings of the desktop review and to:

- Discuss the changing nature of local government in light of recent Fit for the Future reforms and what this means for Council
- Discuss Council's current performance in key areas and what factors might enhance or limit future sustainability, including:
 - Service levels and engaging with community around service needs
 - Asset and financial management
- Get Council officers started on reviewing levels of services by:
 - Introducing guiding principles
 - Committing to continuous improvement
 - Defining existing services
 - Engaging with stakeholders and the community
- Discuss the aims and objectives of the upcoming deliberative panel including:
 - Why use deliberative panels and the different forms it can take
 - The process for selecting panel members that will match the population profile of Inverell LGA
 - Key questions/areas for presentation to the panel
 - Key messages/criteria to be used by the panel
 - What information witnesses/experts will be delivering to the panel.

3.2 Workshop with councillors

On the same day of the workshop with Council staff, we propose to undertake another half-day workshop with Inverell Shire Councillors. The agenda will cover similar areas discussed in the Council staff workshop including:

- The changing nature of local government in light of Fit for the Future reforms and what this means for Inverell Council
- Council's current performance in key areas, in particular what factors might enhance or limit future sustainability including:
 - Service levels and engaging with community and service needs
 - Asset and financial management
- Service delivery reviews, and benefits to local government
- The aims and objectives of the deliberative panel including:
 - Why use deliberative panels and the different forms it would take
 - Key messages/criteria to be used by the panel
 - What information witnesses/ experts will be delivering to the panel.

4. Deliberative Panel Workshop

Following the workshops with Council staff and Councillors, UTS:CLG propose to hold a one and half day deliberative panel workshop with a representative group of selected community members. We expect the panel to commence at 2pm Day 1 and conclude at 5pm on Day 2. The potential dates which Council has put forward for the workshop, commencing on 14 January, and ending on 15 January, 2017, will be confirmed during project inception.

Why use a deliberative panel?

A deliberative panel provides an opportunity for Inverell Shire residents and business owners to understand the services provided by Council and to express their support, concerns and ideas.

This is a chance for a representative cross-section of the community to learn about the issues which affect Council (by hearing from and cross examining experts), to reflect on the issues together (with the help of a professional facilitator) and to craft a collective statement to the broader community about services and service levels as part of the IPART submission. Democratic participation acts to support rather than usurp elected democratic processes and requires community members to be sufficiently informed to participate meaningfully in shared conversation and deliberation with their peers.

Objectives of the deliberative panel

The objectives of this panel will be workshopped with Council in earlier stages of the project. However we envisage the broad purpose of the panel will be to further explore public concerns and issues around:

- The future of Inverell LGA, including changing community needs,
- Service levels and reviewing levels of service,
- Opportunities for shared services, resource sharing and strategic partnerships,
- Asset and financial management and decisions around budgeting and own source revenue.

How participants will be selected

We propose to use an expert social research recruitment company to randomly select rate payers and administer a telephone survey to explore respondents' values about local government and service delivery. The responses will be used to narrow down a group of approximately 28 residents representative of the community's values to be part of the panel.

Preparation, facilitation and reporting outcomes

Once recruitment for the deliberative panel has been finalised, UTS:CLG will draft an invite letter and welcome pack to panel members explaining the purpose, structure and terms of reference of the panel. It is envisaged that Council will brand this content and formally invite those selected to participate. Participants will be paid a fee for attending.

To prepare for the deliberative panel, UTS:CLG will require Council information on rates and services including, but not limited to:

- Information relating to the SRV such as:
 - Data demonstrating the proposed annual (dollar and percentage) increases to all categories of rate payers
 - Data clearly communicating the multi-year effect of rate rise
 - Data and information on the rating scenarios, with and without the SRV and how service levels will be affected
- Council service units, categorised into:
 - Operational or legislatively required e.g. Financial administration, Payroll, HR
 - Service units that will be included in the discussion at the panel
 - Services including roads, public halls, swimming pools, parks and gardens
- For the areas which will be discussed in the deliberative panel, UTS:CLG will require:
 - Service statements
 - Information on whether they are linked to assets and maps of assets
 - Additional data on asset maintenance costs
 - Other information which will usefully inform discussion around service levels.

Expert facilitator and project director, Roberta Ryan will facilitate the panel workshop, with assistance from two other members of the UTS:CLG team. Within one week of the panel workshop we will provide Council with a summary report of key findings and outcomes. Council can include this summary report as part of their SRV application to IPART.

5. Community survey

In order to test the panel outcomes and to strengthen the IPART submission, we will conduct a short community survey (maximum 15 minutes long) via telephone. This will include a random, representative sample of the Inverell community over a three week period to:

- Test whether the panel outcomes in terms of service levels and potential cost savings are validated across the broader community,
- In particular, test the strength of support for the SRV. This will provide Council decision-makers with a stronger, more widely tested evidence base on which to make future decisions about services and levels of service and future support of the IPART application. The survey will be administered following the deliberative panel. We propose to use the same expert social research recruitment company to randomly select rate payers and administer a telephone survey. We also suggest that Council liaise with media outlets to promote the outcomes from the panel workshops and drive awareness and dissemination of knowledge from the panel workshops. UTS:CLG will produce a report on the findings from the phone survey. We understand that the post panel survey timeframe may not allow Council to include the survey findings and outcomes in the IPART submission but that our report will be provided as an addendum to Council's IPART application.

Proposed project team

Associate Professor Roberta Ryan (Project Director and Facilitator) is a leading social policy and planning analyst with over 35 years' experience in Australia and internationally. Roberta has developed new approaches in the application of research to policy, social planning, evaluation, community engagement, stakeholder management, social sustainability, social and strategic planning, and land-use and development frameworks. Roberta has a significant academic background and is currently appointed to Macquarie University to teach and support their graduate programs. Roberta is the Director of the UTS Australian Centre of Excellence for Local Government UTS Centre for Local Government, and the Australian Centre of Excellence for Local Government. Roberta has extensive experience in the design, development and facilitation of complex social and community planning processes for local and state government, as well as major commercial and residential developers in Australia and internationally. Roberta has also provided strategic advice and facilitation services to planning agencies regarding a range of government land use and planning initiatives.

Roberta has particular expertise in the development of innovative methodologies that deliver key strategic outcomes for clients. She has worked for a range of property clients as well as providing strategic advice to government regarding place based projects. This has included strategic advice; conduct of consultation; and social planning, including social impact assessments and stakeholder engagement to inform complex planning and community sustainability processes.

Roberta has recent experience extremely relevant to this project, as Project Director of the Gwydir Shire Council's Deliberative Panel Project she directed and facilitated Gwydir's deliberative panel workshop to explore the future of Gwydir local area, service levels and reviewing levels of service, opportunities for shared services and strategic partnerships, asset and financial management, and decisions around budgeting and own source revenue. Roberta was also Director of the North Ryde Station Urban Activation Precinct Social Impact Assessment and community consultation projects, as well as her extensive involvement in the NSW DP&I White Paper stakeholder and community engagement, policy advice and research services.

Alex Lawrie (Senior Researcher) has worked in urban planning and public policy across Queensland and New South Wales for a range of private and government clients. Alex is a talented young urban planner with particular expertise in statutory, strategic and social planning; public policy review and analysis; community engagement; demographics; and large-scale quantitative and qualitative data analysis. Alex has had specialised training in land use conflict resolution and has recently been instrumental in the successful conceptualisation, design and delivery of a complex and ambitious stakeholder engagement strategy for the A New Planning System for New South Wales White Paper, including design, facilitation and expert evidence services for community deliberative panels. Alex has facilitated a wide range of community visioning workshops and prepared the consultation outcomes report for major infrastructure projects in NSW.

He has particular knowledge and experience in preparing consultation strategies and delivering strategic planning outcomes in complex and sensitive stakeholder environments. Alex provides strategic advice on community engagement and communications to a wide range of private and public clients. Alex has recently been instrumental in a major national review of land use planning enablers and barriers to the supply of childcare across Australia, including detailed analysis of a significant key stakeholder and industry engagement process. Alex has provided stakeholder engagement and facilitation services for wide a range of community engagement processes for both local and state government clients including NSW Department of Planning & Infrastructure, NSW Department of Policy and Emergency Services, City of Sydney and Brisbane City Council. He has prepared large scale qualitative analysis reports for a range of community engagement activities, including deliberative panels, visioning workshops and consultation for major infrastructure projects.

Theresa Alvarez (Research Officer) with a diverse range of skills in both qualitative and quantitative research. Theresa's experience includes understanding and undertaking consultation, communication and engagement processes with various stakeholders, the collection and analysis of qualitative and quantitative data, conducting desktop research, demographic analysis, evaluation, needs and assessment analysis and report writing.

Theresa's most recent and current projects illustrate her experience in engaging with a variety of stakeholders and the community on issues that affect them. Currently she is developing a Disability Inclusion Action Plan for the Mid-Western Regional Council and has worked on the Gwydir Shire Council's Deliberative Panel Workshop. As part of these and other projects, Theresa was responsible for the development of engagement material and assisted in the coordination and facilitation of workshops, focus groups and community forums. Theresa has also undertaken in-depth interviews and other community stakeholder engagement as well as provided logistic and administration support throughout these projects.

SUMMARY:

The methodology proposed by UTS is comprehensive. It has been shown that IPART accept the independent and thoroughness of this methodology. Council is requested to advise if any changes are required to the methodology. If so, an amended proposal will be sought from UTS.

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:

Council endorsed its FFF Roadmap in June, 2015 following Community consultation and a significant media campaign. Council's FFF Roadmap was subsequently approved by IPART and Council was declared FFF in October, 2015.

The 14.25% SRV Application and its success was identified in the FFF Action Plan as being a necessary activity to be undertaken in 2016/2017 for Council to be able to meet the FFF Program requirements and Benchmarks by the required 30 June, 2020 deadline.

CHIEF FINANCIAL OFFICERS COMMENT:

As detailed in the SRV Briefing Document, a minimum 14.25% SRV phased in at 4.75 plus Rate Peg over the three years commencing in 2017/2018 is required for Council to be able to meet the FFF Program requirements and for Council to be sustainable in the short, medium and long term.

Council has not previously sought or received a SRV since the inception of Rate Pegging in 1978, despite Local Government cost increases substantially outstripping the annual Rate Peg by an average of 4.35% p.a. year on year over the last 20 years. The average SRV received by Councils in the region since 2011 is 27.09%.

Noting the FFF Program requirement for Councils to be "independently financially sustainable" and the wide range of actions taken by Council to date as detailed in the SRV Briefing Paper, the only remaining option available for Council to be able to fund its ongoing maintenance, service delivery and asset renewal/upgrade needs at existing Service Levels is to apply for and gain the indicated 14.25% SRV. Failure to do so will result in an accumulated Budget deficit of \$13.66M for the period ended 30 June, 2026.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That:

- i) Council note that an application for a Special Rate Variation is a strategy from its Fit for the Future 'Roadmap' endorsed in June 2015, and subsequently approved by IPART in October 2015;*
- ii) Council adopt the 14.25% SRV (phased in over three (3) years) as its preferred scenario and lodge a notice of intention to IPART that Council will be submitting a Special Rate Variation Application at the nominated time;*
- iii) the Integrated Planning & Reporting Documents be updated to reflect the impacts of the 14.25% SRV, and the amended documents be included in the Community Engagement process;*
- iv) a Community Engagement process be implemented to seek feedback on Council's position regarding a Special Rate Variation; and*
- v) UTS be engaged to complete the SRV Community Engagement process utilising the methodology proposed in the UTS response to Council's brief.*

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 3. | FILE NO: S21.8.16 |
| DESTINATION 2: | A community that is healthy, educated and sustainable | C |
| SUBJECT: | NAMING OF YETMAN OVAL | |
| PREPARED BY: | Paul Henry, General Manager | |

SUMMARY:

The Yetman Hall and Progress Association has suggested the Oval be signposted to recognise the contributions of a local person. The Council is requested to consider this matter.

COMMENTARY:

The Yetman Hall and Progress Association (the Association) has drawn Council's attention to the fact that the Yetman Oval is 'unnamed', except for the generic reference as the 'Yetman Oval'. This feature of the Yetman Village is located on the corner of Bruxner Way and Macintyre Street.

To recognise a local that has contributed to the Village, the Association suggests that the Oval be named 'The Terry Barnes Oval'.

The reasons advanced by the Association in support of their nomination are:

'Terry came to Australia from England when he was 16 as part of the Big Brother Movement and arrived in Yetman shortly after to work as a farm labourer. He has been a valued member of the Yetman Community for over 50 years. In that time he has been involved in rugby league, touch football and the cricket club and has been very beneficial in coaching and mentoring the youth of the community in all of these fields.

He has kept the sporting community alive in Yetman and without Terry it is highly unlikely that organised sport would have occurred as it has. Before we were fortunate enough to have ISC install the irrigation system around the recreation oval a few years ago, Terry was the one who kept the lawn green, dragging hoses around through the endless, hot summers.

With this said Terry has also been a valued member of the Yetman branch of the Rural Fire Service for 40 years and the SES for over 20 with at least 10 of those being the Yetman SES Unit Controller. He is a current ISC employee at the Yetman depot and has been for many years'.

The intention (if Council accepts the Association's suggestion) is to unveil a new sign for the Oval on Australia Day 2017, during a cricket match.

There are no naming conventions (issued by the Geographical Names Board) that need to be applied to this request, nor is there any Council policies establishing a naming convention.

Previous Inverell Shire Councils have adopted very different approaches to requests of this nature. Some Councils have actively sought to name features in the Shire and initiated a naming process. Some have assessed the merits of the requests from the community and determined a position. Some have determined that the Shire's features should not be named after a living person ie use the naming process as a 'memorial'.

Therefore, Council can determine the request without fetter.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: C.09 Create a strong sense of community identity.

Term Achievement: C.09.02 Council is actively supportive of community groups achieving their objectives.

Operational Objective: C.09.02.01 To provide an annual allocation of support funding (dollar for dollar) to enable donations to be considered by Council to assist community groups in achieving their community objectives.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Funds for the cost of a sign would be available in Council's signs budget.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

A matter for Council.

TO ORDINARY MEETING OF COUNCIL 23/11/2016

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 1. | FILE NO: S22.25.1 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | STAFF MOVEMENTS: 1 JULY 2016 TO 30 SEPTEMBER 2016 | |
| 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> |
|--------------|------------------|--|----------------|
| 01.07.16 | Angelo PUTZOLU | Supervisor North | Resigned |
| 15.07.16 | Timothy KOLACZYK | General Duties Officer | Resigned |
| 15.07.16 | Lyndy SEAGROTT | Senior Records Officer | Resigned |
| 29.07.16 | Kevin ALLPORT | Facilities Waste Attendant | Retired |
| 29.07.16 | Ryan DICK | Expenditure Controller | Resigned |
| 29.07.16 | Jessica EVANS | Finance Officer | Resigned |
| 01.08.16 | Gregory SMITH | Copeton Water Treatment Plant Operator | Retired |
| 13.09.16 | Graeme FELTON | Weighbridge Operator 1 | Resigned |

APPOINTMENTS

| <u>Date:</u> | <u>Name:</u> | <u>Position:</u> | <u>Reason:</u> |
|--------------|-----------------|------------------------|---------------------------------|
| 11.07.16 | Guy ASHWORTH | General Assistant | Resignation of Nicholas Kneipp |
| 22.08.16 | Keenan SHEPHERD | General Duties Officer | Resignation of Timothy Kolaczyk |

INTERNAL TRANSFERS

| <u>Date:</u> | <u>Name:</u> | <u>Position:</u> | <u>Reason:</u> |
|--------------|----------------|--------------------------------|-----------------------------------|
| 25.07.16 | Alan BEVERIDGE | Supervisor North | Resignation of Angelo Putzolu |
| 08.08.16 | Russell AUSTIN | Cement/ Lime Spreader Operator | Resignation of Daniel Fitzpatrick |
| 15.08.16 | Trevor BRIEN | Relieving Operator | Transfer of Lawrence Horlyck |

| | | | |
|----------|------------------|--|-------------------------------|
| 22.08.16 | Amanda PEARSE | Senior Records Officer | Resignation of Lyndy Seagrott |
| 29.08.16 | Peter MITCHELL | Field Team Leader | Transfer of Russell Austin |
| 05.09.16 | Timothy WILLIAMS | Maintenance Team Leader North | Transfer of Alan Beveridge |
| 12.09.16 | Glen ANDERSON | Copeton Water Treatment Plant Operator | Retirement of Gregory Smith |
| 19.09.16 | Jay HALLORAN | Supervisor Rural Maintenance | Transfer of Peter Mitchell |

| | | |
|-----------------------|--|-------------------------|
| ITEM NO: | 2. | FILE NO: S4.13.2 |
| DESTINATION 1: | A recognised leader in a broader context | R |
| SUBJECT: | STRATEGIC TASKS – ‘SIGN OFF’ – OCTOBER 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 October, 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 |
|------------------|--|------------------------------|--|
| 2 October, 2016 | Closing date for Pensioner Concession subsidies claims. | Achieved | Claim audited and submitted to OLG. |
| 17 October, 2016 | Request for extension to lodge financial statements to be submitted in writing to OLG. | Achieved | No extension required, statements submitted on time. |
| 30 October, 2016 | Annual Report of obligations under the Public Interest Disclosures 1994 to the Minister and the Ombudsman (s.31). | Achieved | Annual report submitted. |
| 30 October, 2016 | Annual Report of obligations under the Government Information (Public Access) Act 2009 to the Minister and the Information Commissioner (s.125). | Achieved | Annual report submitted. |
| 31 October, 2016 | Audited Financial Statements & FDR to be lodged with OLG (s.417(5)). | Achieved | Submitted to OLG. |

| | | | |
|------------------|---|----------|--|
| 31 October, 2016 | Lodgement of ALGA's National Local Road Data System Return (Grants Commission). | Achieved | Lodged with the Department of Local Government. |
| 31 October, 2016 | Second quarter rates instalment notice to be sent (s.562). | Achieved | Second Rates Instalment notices sent 25 October, 2016. |

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

SUMMARY:

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

INFORMATION:

| <u>Construction Certificate Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|--|----------------------------------|------------------------------------|---|------------------|
| CC-70/2016 | Mr Charles Ronald Layton English | 49 O'Connor Street, Inverell 2360 | Alterations and additions to commercial premises | 62,250 |
| CC-92/2016 | Ms Kim Marina Kelleher | 37 Blair Athol Road, Inverell 2360 | Construct Premises for Use as a Day Spa | 354,000 |
| CC-103/2016 | Mr Mark Davis McNeil | 82 Byron Street, Inverell 2360 | Change Use - Shop (Premier Farmhouse) to Restaurant Alterations and Additions to Building | 110,000 |
| CC-111/2016 | Danbuilt Pty Ltd | 32 Miles Street, Inverell 2360 | Pool Shelter | 17,790 |

| | | | | |
|---|---|--|--|--------------------|
| CC-113/2016 | Mrs Paula Constance Sanderson | Miller Street, Bonshaw 2361 | Construct two new sheds | 15,000 |
| CC-114/2016 | Mr James Joseph Towle Hain and Mrs Judith Ann Elizabeth Hain | 393 Swanbrook Road, Inverell 2360 | Shed | 33,250 |
| CC-115/2016 | High Style Furniture & Kitchens | 94 Ring Street, Inverell 2360 | Concrete Existing Driveways and Parking Areas | 118,000 |
| CC-117/2016 | Mrs Carrie Lea Watchirs | 18 Houghs Lane, Gum Flat 2360 | Demolish existing dwelling and construct new dwelling | 250,000 |
| CC-119/2016 | Mrs Kim Louise Baumanis | 99 Ross Street, Inverell 2360 | Demolish existing shed and construct new shed | 6,600 |
| CC-120/2016 | Inverell Shire Council | 52 Burtenshaw Road, Inverell 2360 | Install Demountables | 55,385 |
| CC-122/2016 | Mrs Nicole Ann Lavender | 355 Copeton Dam Road, Inverell 2360 | Dwelling | 370,000 |
| CC-125/2016 | John Green Pty Ltd | 14 Queen Street, Inverell 2360 | Demolish old shed and construct new shed | 16,000 |
| Monthly estimated value of Approvals: October 2016 | | | 12 | \$1,408,275 |

AMENDED CONSTRUCTION CERTIFICATES

SUMMARY:

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

| <u>Construction Certificate Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|-------------------------------|------------------------------------|----------------------------|-------------------------|
| CC-13/2014/A | Superior Car Sales Pty Ltd | 172 Ashford Road, Inverell 2360 | Motor Showroom | Nil |
| CC- 118/2015/A | Mr Matthew Charles Pye | 724 Ashford Road, Inverell | Granny Flat | Nil |
| Monthly estimated value of Approvals: October 2016 | | | 2 | Nil |

SUMMARY:

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

INFORMATION:

| <u>Construction Certificate Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|--------------------------|-----------------------------------|-----------------------|------------------|
| CC-116/2016 | Mr Keiran James Te Velde | 37 Talbragar Close, Inverell 2360 | Dwelling | 428,500 |
| CC-126/2016 | Mr Peter John Lowe | 53 Gordon Street, Inverell 2360 | New Dwelling and Shed | 270,000 |
| Monthly estimated value of Approvals: October 2016 | | | 2 | \$698,500 |

SUMMARY:

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

INFORMATION:

Nil.

| | | |
|-----------------------|--|---------------------------|
| ITEM NO: | 4. | FILE NO: S7.2.4/09 |
| DESTINATION 3: | An environment that is protected and sustained. | E |
| SUBJECT: | COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING OCTOBER 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Officer | |

SUMMARY:

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

INFORMATION:

| <u>Complying Development Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|---|--------------------------------------|---------------------------|------------------|
| CD-40/2016 | Mr Michael James Bryant and Mrs Kerry Anne Bryant | 328 Swanbrook Road, Inverell 2360 | Carport | 20,000 |
| CD-41/2016 | Mr Darren John Halliday | 389 Auburn Vale Road, Inverell 2360 | Alterations and Additions | 10,000 |
| CD-42/2016 | Mr Jeffery Roger Dezius | 247 Old Bundarra Road, Inverell 2360 | New Shed | 13,950 |
| Monthly estimated value of Approvals: October 2016 | | | 3 | \$43,950 |

AMENDED COMPLYING DEVELOPMENT CERTIFICATES

SUMMARY:

The following details the Amended Complying Development Certificates approved by Council for October, 2016.

INFORMATION:

Nil.

SUMMARY:

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

INFORMATION:

| <u>Complying Development Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Construction</u> | <u>\$ Amount</u> |
|---|-------------------------|----------------------------------|---------------------|------------------|
| CD-43/2016 | Fox Building Certifiers | 4 Talbragar Close, Inverell 2360 | New Dwelling | 316,000 |
| Monthly estimated value of Approvals: October 2016 | | | 1 | \$316,000 |

| | | |
|-----------------------|--|---------------------------|
| ITEM NO: | 5. | FILE NO: S7.2.4/09 |
| DESTINATION 3: | An environment that is protected and sustained. | E |
| SUBJECT: | SUMMARY OF BUILDING CONSTRUCTION FOR OCTOBER 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Officer | |

SUMMARY:

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

INFORMATION:

Total Building Construction for Inverell Shire for October, 2016:

| <u>Type of Consent</u> | <u>Number</u> | <u>\$ Amount</u> |
|---|---------------|------------------|
| Construction Certificates – Council Approved | 12 | 1,408,275 |
| Construction Certificates – Private Certifier | 2 | 698,500 |
| Complying Development – Council Approved | 3 | 43,950 |
| Complying Development – Private Certifier | 1 | 316,000 |
| Totals | 18 | 2,466,725 |

Estimated Value of Approvals issued in the financial ytd in: **2016/2017 (78) \$8,876,542**
2015/2016 (58) \$5,892,307

| | | |
|-----------------------|--|-----------------------------|
| ITEM NO: | 6. | FILE NO: S18.10.2/09 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | DEVELOPMENT CONSENTS AND REFUSALS DURING OCTOBER 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Officer | |

SUMMARY:

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

INFORMATION:**APPROVALS**

| <u>Development Application Number</u> | <u>Applicant</u> | <u>Property</u> | <u>Development</u> | <u>\$ Amount</u> |
|--|--------------------------------------|---|--|-------------------------|
| DA-119/2016 | Tenterfield Surveys | 635 Baltimore Loop Road, Atholwood 2361 | Subdivision | Nil |
| DA-136/2016 | Danbuilt Pty Ltd | 32 Miles Street, Inverell 2360 | Pool Shelter | 17,790 |
| DA-137/2016 | McMahon Structural | 124 Thomas Lane, Gum Flat 2360 | New Dwelling | 368,000 |
| DA-139/2016 | Mrs Paula Constance Sanderson | Miller Street, Bonshaw 2360 | Construct Storage Shed, Pottery Workshop and Carport | 15,000 |
| DA-140/2016 | Service Stream Mobile Communications | 8 Campbells Road, Bonshaw 2361 | Telecommunications Tower | 300,000 |
| DA-144/2016 | Mrs Kim Virginia Ziesemer | 158 Elsmore Road, Brodies Plains 2360 | Single Dwelling Use | Nil |
| DA-146/2016 | Mrs Emma Louise Warrener | 147 Otho Street, Inverell 2360 | Temporary Partial Use of Premises for 'Restaurant or Cafe' | Nil |
| DA-147/2016 | High Style Furniture & Kitchens | 94 Ring Street, Inverell 2360 | Concrete Existing Driveways and Parking Areas | 118,000 |

| | | | | |
|---|--|--|---|--------------------|
| DA-148/2016 | JI Noad & Co | 939 Pukawidgi Road, Bukkulla 2360 | Boundary Adjustment and Consolidation | Nil |
| DA-149/2016 | Mrs Carrie Lea Watchirs | 18 Houghs Lane, Gum Flat 2360 | Demolish existing dwelling and construct new dwelling | 250,000 |
| DA-151/2016 | Mrs Kim Louise Baumanis | 99 Ross Street, Inverell 2360 | Demolish existing shed and construct new shed | 6,600 |
| DA-155/2016 | Mrs Nicole Ann Lavender and Mr Michael Scott Lavender | 355 Copeton Dam Road, Inverell 2360 | Dwelling & Shed | 370,000 |
| DA-162/2016 | John Green Pty Ltd | 14 Queen Street, Inverell 2360 | Demolish old shed and construct new shed | 16, 000 |
| Monthly estimated value of Approvals: October 2016 | | | 13 | \$1,461,390 |

DEVELOPMENT AMENDMENTS

| | | | | |
|---|----------------------------|--------------------------------------|----------------------|------------|
| DA-171/2005/C | Inverell Shire Council | 52 Burtenshaw Road, Inverell 2360 | Install Demountables | Nil |
| DA-102/2011/C | Superior Car Sales | 172 Ashford Road, Inverell 2360 | Motor Showroom | Nil |
| DA-101/2014/B | Mrs Carrie Lea Watchirs | 18 Houghs Lane, Gum Flat 2360 | Swimming Pool | Nil |
| DA-168/2015/A | Mr Matthew Charles Pye | 724 Ashford Road, Inverell 2360 | Granny Flat | Nil |
| Monthly estimated value of Approvals: October 2016 | | | 4 | Nil |

REFUSALS

Nil.

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 7. | FILE NO: S29.19.1 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | SEPTIC TANK APPROVALS FOR OCTOBER 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Officer | |

SUMMARY:

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

INFORMATION:

| <u>Application Number</u> | <u>Applicant</u> | <u>Property</u> |
|---------------------------|------------------------|------------------------------------|
| S-24/2016 | Ms Kim Marina Kelleher | 37 Blair Athol Road, Inverell 2360 |
| S-32/2016 | Mr Michael Gordon Fox | 4 Talbragar Close, Inverell 2360 |

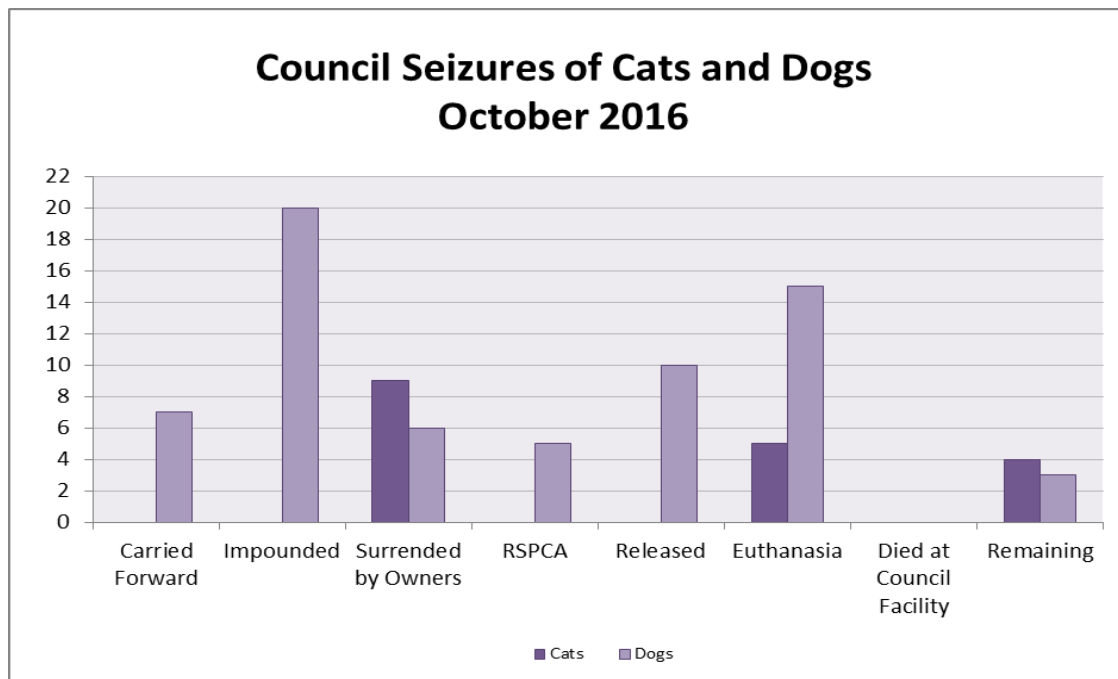
| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 8. | FILE NO: S18.10.1 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | ORDINANCE ACTIVITIES REPORT FOR OCTOBER 2016 | |
| PREPARED BY: | Julie Forrester, Temporary Administration Officer | |

SUMMARY:

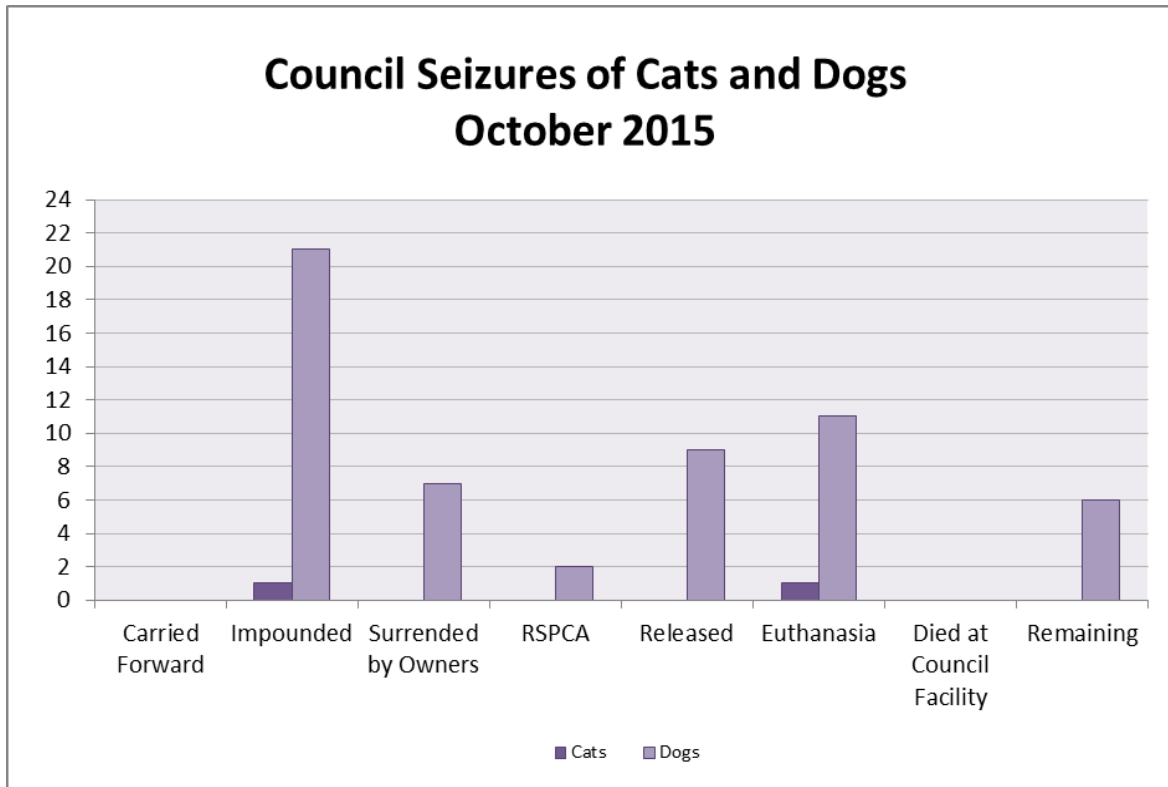
The following details the number of various Ordinance activities carried out during October 2016, in comparison to the same month in 2015.

INFORMATION:**COMPLIANCE**

Inverell Shire Council Pound Monthly Report October 2016



Inverell Shire Council Pound Monthly Report October 2015



| | | |
|-----------------------|---|-----------------------------|
| ITEM NO: | 9. | FILE NO: DA-154/2012 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | NEW PUBLIC LANE INVERELL TOWN CENTRE | |
| PREPARED BY: | Brett McInnes, Director Civil and Environmental Services. | |

SUMMARY:

This report is intended to advise Council of the recent creation of a public laneway in the Inverell Town Centre.

COMMENTARY:

Council consented to a Development Application on the 11 January, 2013, for a one (1) into two (2) lot subdivision of 72-82 Byron Street. The subject site contained two (2) retail premises being the Premier Store and the Premier's Farmhouse. The subdivision was configured to separate the two (2) existing retail premises.

Council would be familiar with the sealed private access way that joined Byron Street to Gunson Way and also physically separated the Premier Store and the Premier's Farmhouse. The Development Application for subdivision created the opportunity to convert this private access way to a public laneway.

The Plan of Subdivision has been recently registered and as a result a 5.3 metre wide public laneway formally created. A copy of the Plan of Subdivision showing the laneway has been included as Appendix 1 (E12).

The new public laneway located midway between the pathway adjacent to the White House and Vivian Street will further enhance connectivity between the main street and the shopping precinct (Big W) at the rear. Council is undertaking some minor works to facilitate public access over the laneway. Longer term proposals are also under consideration to best and most safely utilise this important linkage.

| | | |
|-----------------------|--|----------------------------|
| ITEM NO: | 10. | 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, 3 November, 2016.

INFORMATION:

The following items were discussed at the Management Team Meeting:

- i) White Ribbon Accreditation Introduction
- ii) Outstanding Workers Compensation Claims
- iii) Delivery Plan and Special Rate Variation

RECOMMENDATION:

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

