

INVERELL SHIRE COUNCIL
NOTICE OF MEETING
CIVIL & ENVIRONMENTAL SERVICES COMMITTEE

2 May 2018

A Civil & Environmental Services Committee Meeting will be held in the Committee Room, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 9 May, 2018, commencing at 9.00 am.

Your attendance at this Civil & Environmental Services Committee Meeting 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 BUSINESS ARISING FROM PREVIOUS MINUTES |
| SECTION B | ADVOCACY REPORTS |
| SECTION C | COMMITTEE REPORTS |
| SECTION D | DESTINATION REPORTS |
| SECTION E | INFORMATION REPORTS |
| SECTION F | GENERAL BUSINESS |
| SECTION H | CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE) |

Quick Reference Guide

Below is a legend that is common between the:

- Inverell Shire Council Strategic Plan;
- Inverell Shire Council Delivery Plan; and
- Inverell Shire Council Operational Plan.



CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING

Wednesday, 9 May, 2018

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MINUTES OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD IN THE COMMITTEE ROOM, 144 OTHO STREET, INVERELL ON
WEDNESDAY, 11 APRIL 2018, COMMENCING AT 9.00 AM.

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

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

Paul Henry (General Manager), Brett McInnes (Director Civil and Environmental Services), Justin Pay (Manager Civil Engineering), Greg Doman (Manager Waste and Projects) and David Strugnell (Asset Management Coordinator) and Sharon Stafford (Executive Assistant).

SECTION A

APOLOGIES:

The General Manager advised that a leave of absence for business reasons was previously granted for Cr Harmon by Council at the March 2018 Council Meeting.

1. CONFIRMATION OF MINUTES

RESOLVED (Berryman/Michael) that the Minutes of the Civil and Environmental Services Committee Meeting held on 14 March, 2018, 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 S13.5.6/10

Nil.

Suspension of Standing Orders

At this juncture, the time being 9.05am, Standing Orders were suspended to enable the following addresses.

Charlie Osborne,
President of Inverell
Tennis Club

Proposal for Grant Funding – Inverell Tennis Club

Charlie Osborne and Matt Butler addressed the Committee on the Inverell Club's proposal to upgrade the Clubhouse facilities at the Tennis Centre. The Committee were informed the Club is in a very strong position, has a dedicated Committee, a large volunteer base and is working hard to invigorate tennis in Inverell and get more younger people involved. The Inverell Tennis Club is situated on land that is vested in Council. The Club requested Council's endorsement of the proposal to upgrade the clubhouse and requested support when seeking grant funding.

Luc Farago, Principal
Policy Officer, Northern
Tablelands Local Lands
Services (LLS)

New Land Management and Biodiversity Conservation
Legislation

Mr Farago addressed the Committee on the NSW Land Management & Biodiversity Conservation reforms which

have been developed to ensure a balanced approach to land management & biodiversity conservation in NSW.

Mr Farago advised that the LLS has been tasked with helping landowners to tailor the right solutions to grow a sustainable business.

Further information including mapping is available on the LLS website, or advice can be obtained by contacting the LLS.

Resumption of Standing Orders

At this juncture, the time being 9.55am Standing Orders resumed and the Committee considered the balance of the agenda.

MIPR-A Proposal for Grant Funding – Inverell Tennis Club

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

- i) Council note the proposal to upgrade the clubhouse facility of the Inverell Tennis Centre; and*
- ii) Council submit an application to the Stronger Country Community Fund seeking grant funding to assist with meeting the cost of the project.*

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

SECTION B ADVOCACY REPORTS

MDS-A 1. NOTICE OF BUSINESS – STRUCTURE PLANS FOR NEW RESIDENTIAL AREAS S13.5.3 & S18.6.65

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

In relation to structural plans for the new residential subdivision (Civil & Environmental meeting 14-3-2018), that Management advise Councillors of:

- i) The names of owners of the 3 identified “new residential areas”*
- ii) Do these owners have any conflict of interest with any councillor or staff*
- iii) The names of any other potential residential areas*
- iv) What is the commercial value of the work to the developer*
- v) The paper advised ISC has been approached by “a number of requests for subdivision” by what process were these 3 selected*
- vi) How does this meet OLG requirement for competitive neutrality?*

2. NOTICE OF BUSINESS – ROAD TRAIN ACCESS, BRUXNER WAY S13.5.3 & S28.15.3/08

MOTION (Peters/McCosker) that:

As ISC has now established the precedent of approving variation to heavy vehicle access with the approval of road train access to Councillor Dights family prior to identified work being carried out, can council now approve the application for heavy vehicle access to the three previous applications of upgrade to B double trucks.

The MOTION on being put to the meeting was LOST.

SECTION D
DESTINATION REPORTS

1. LOCAL LAND SERVICES PRESENTATION OF NEW LAND MANAGEMENT AND BIODIVERSITY CONSERVATION LEGISLATION S11.12.7

RESOLVED (Berryman/Michael) that the Committee recommend to Council that the presentation by Luc Farago, Principal Policy Officer of the Northern Tablelands Local Lands Services in relation to new land management and Biodiversity Conservation Legislation be received and noted.

MCE-A 2. INVERELL HIGH SCHOOL TRAFFIC MANAGEMENT S30.11.3

RESOLVED (Berryman/Michael) that the Committee recommend to Council that Council implement the following short term measures:

- i) The No Stopping signs adjacent to each intersection around the school be erected at a distance of no less than 15m from the intersection kerb line at intersections about the school perimeter.*
- ii) Some of the long term angle parking in Brae Street in front of the school be converted to short term parallel parking for student drop-off and pick-up. This should at least be implemented in the section of Brae Street across the school frontage to the north-east of the pedestrian crossing.*

At this juncture, the time being 10.15am Cr Watts left the meeting and returned 10.20am.

AMC-A 3. RURAL ROAD CLASSIFICATIONS S16.7.19/05

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

- i) Management Policy – Road Hierarchy be amended to include the updated classifications for Goomerah Lane to “Rural Access” for its entire length and Cooks Road to “No Scheduled Maintenance” for its entire length.*
- ii) Spring Mountain Road, Loves Lane, Wells Crossing Road, Elsmore Road and Mephams Road retain their current classifications.*
- iii) All respondents be notified of the outcome of the review.*
- iv) Voss Road - Council maintains its position in respect to the maintenance classification of Voss Road and advises the owner of “The Angle” of its decision.*

SECTION E
INFORMATION REPORTS

1. WORKS UPDATE S28.21.1/11

RESOLVED (Michael/Berryman) that the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 11 April, 2018, be received and noted.

SECTION F
GENERAL BUSINESS

Cr Michael Macintyre Riverbank

Cr Michael questioned whether a controlled burn could be undertaken to remove woody weeds along the Macintyre River in the vicinity of the O'Connor Street Bridge.

The Director Civil and Environmental Services advised that woody weeds in the Riparian zone are controlled by alternative weed control methods.

MCE-A Cr Michael Extension of Footpath

Cr Michael requested that the footpath network be extended to link the Legacy Units in Evans Street with the existing network.

The Manager Civil Engineering confirmed that these works will be included on the Urban Works priority list.

DCES-A Cr Michael Hong Yuen Plaza Development

Cr Michael requested that a report be presented to the Committee regarding the status of the thoroughfare between the Plaza and the car park.

AMC-A Cr Peters Rural Road Classification

Cr Peters requested that a report be presented to the next meeting of the Committee detailing the following:

- i) Heavy vehicle traffic counts on regional roads; and
- ii) An indication of freight movements within the shire.

The Asset Manager Coordinator confirmed that a brief report would be prepared for the Committee. He also noted that provision has been made in the 2018/19 Operational Plan for the preparation of a Local Freight Strategy.

Cr McCosker Dog Trap Lane

Cr McCosker noted that he had been informed that the gravel section of Dog Trap Lane is very dusty and rough and queried whether there was any plan to seal this section of the road.

The Director Civil and Environmental Services advised that sealing of this section of road is unlikely due to very low traffic counts. The Director further noted Council's focus is on maintaining Council's existing sealed road network.

MCE-A Cr Dight North Star Road

Cr Dight advised that the section of the North Star Road to the Bruxner Way is in urgent need of grading due to a number of wash outs.

The Manager Civil Engineering to investigate.

There being no further business, the meeting closed at 10.45 am.

CR D F BAKER

CHAIRPERSON

TO CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING 09/05/2018

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 1. | FILE NO: S28.26.2 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | GRAVEL AVAILABILITY - IMPACTS ON WORKS PROGRAM | |
| PREPARED BY: | Justin Pay, Manager Civil Engineering | |

SUMMARY:

Council utilises natural ridge gravels for various purposes for its road construction and maintenance activities. Over recent times a number of Council's historic gravel sources have become depleted and no longer viable. This has led to a number of impacts on the works program, especially unsealed road maintenance and upgrade. The committee is asked to recommend to Council that a full investigation into the matter be undertaken and a further report be presented back to the Committee.

COMMENTARY:

Council utilises natural ridge gravels for various purposes for its road construction and maintenance activities. Over recent times a number of Council's historic gravel sources have become depleted and no longer viable. This has led to a number of impacts to the works program, especially unsealed road maintenance and gravel resheeting.

Council sources natural ridge gravels from various locations around the shire, with gravel pits located on private land, crown land and Council owned land. The management of each pit and cost associated with such differs depending on land ownership and individual circumstances.

Extensive investigations have been undertaken over the previous five (5) years to locate new gravel sources and establish new gravel pits. Council has been successful in some parts of the Shire; however there are a number of localities that do not have appropriate gravel sources at all. The cost to haul gravel over significant distances has a major impact on Council's ability to maintain the road network. The following areas have had gravel resheeting hampered in recent years due to lack of suitable gravel:

- Kings Plains
- Maybole
- Blue Nobby
- Benall

Council currently has a standard royalty rate of \$1.50 per cubic metre paid for all natural ridge gravels. In recent discussions with land owners that have potential gravel sources the royalty rate has been raised as a limiting factor in accessing new gravel pits. Construction activities associated with the wind farms development has also placed a significant added demand on gravel resources. In addition, this has also created market impacts for Council.

It is intended that a full investigation into this matter be undertaken and a further report be presented to a future committee meeting. Among other things it is intended that this report would present a recommendation regarding a future royalty rate for gravel.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: S.08 Civil infrastructure is secured, maintained and used to optimum benefit.

Term Achievement: S.08.01 An asset management strategy is in operation for civil infrastructure that optimises its use and maintains it to agreed standards fit for its contemporary purpose.

Operational Objective: S.08.01.01 An Asset Management Strategy for Civil assets is developed, maintained and implemented.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That the Committee recommend to Council that a full investigation into Shire wide gravel availability be undertaken and a further report be presented back to the committee.

| | | |
|-----------------------|---|-----------------------------|
| ITEM NO: | 2. | FILE NO: S28.21.1/11 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | 2017-2018 BITUMEN RESURFACING PROGRAM | |
| PREPARED BY: | Justin Pay, Manager Civil Engineering | |

SUMMARY:

This report is intended to keep the Committee updated on the recently completed Bitumen Resurfacing Program for the 2017-2018 financial year.

COMMENTARY:

Bitumen Sealing Contractors, NSW Spray Seal were awarded a full service contract and completed Council's Bitumen Resurfacing Program in November 2017. Expenditure against the program has now been reconciled and a detailed analysis has been undertaken.

The table below shows the cost per square metre for Council's previous three (3) years bitumen resurfacing programs, as well as the IPWEA 2014 industry benchmark for the 2013/2014 financial year. (source IPWEA Road Asset Benchmarking Project 2014 – Road Management Report May 2015)

| | 2017/18 Unit Rate | 2016/17 Unit Rate | 2015/16 Unit Rate | IPWEA 2014 Benchmark |
|---------------|----------------------|----------------------|----------------------|-------------------------|
| Rural Roads* | \$3.95/m2 | \$3.69/m2 | \$3.71/m2 | \$7.79/m2* |
| Urban Streets | \$4.00/m2 | \$3.80/m2 | \$3.90/m2 | \$7.85/m2 |

Notes:

* Rural Roads includes Regional and Local Roads combined due to their similarity

The binder utilised for the rural roads program was S35E, a polymer modified binder. This product has superior qualities when compared to the standard C170 class binder that was previously used in the past. The S35E binder was used in last years resurfacing program with excellent results.

The binder utilised for the urban streets program was C170 with 5% crumb rubber. The addition of the crumb rubber to the standard C170 binder significantly improves the product quality. Council has been using C170 with 5% crumb rubber on its urban streets program for a number of years now with good results. S35E is not ideal for use in an urban area due to the fact that the product tends to float in the air when sprayed.

In the 2017-2018 program 429,381 square metres were resurfaced, this is a decrease of 168,553 square metres when compared to the 2016-2017 program. The reason for the decrease is due to Council's Fit for the Future Backlog funded last year.

The original budget adopted by Council was \$1,917,331 (including \$366,000 for final seals on completed construction projects).

The total expenditure for the program (including final seals on completed construction projects) was \$1,744,162. It is intended that the under expended funds be re-voted to next financial years bitumen resurfacing program.

This year's program was the first time in a number of years Council opted for a full service contract. A full service contract was adopted due to the current workload Council's own work force had at that time.

The contractors performed well and delivered the program on time. There were some minor issues with the original sub-contractors utilised for traffic control at the beginning of the program, however in consultation with NSWSS appropriate action was taken and another subcontractor was appointed that provided a superior service.

There were other issues regarding minor bleeding on two final seal segments on Swanbrook Road and the Ashford-Bonshaw Road, post seal. The bleeding was due to a number of issues arising at once and was a combination of high temperatures experienced throughout the summer period, the type of binder and amount of cutter used over an existing primer seal and the short period of time between the final seal and primer seal applications. This issue was not isolated to our program and was experienced on a number of roads across the region.

Considering the program was delivered under a full service contract, Council's resealing program achieved a cost effective unit rate whilst providing a quality outcome.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

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

POLICY IMPLICATIONS:

NIL

CHIEF FINANCIAL OFFICERS COMMENT:

LEGAL IMPLICATIONS:

NIL

RECOMMENDATION:

That the information be received and noted and a further report be prepared for the Committee regarding resourcing options for the 2018/19 Bitumen Resurfacing Program.

| | | |
|-----------------------|---|-----------------------------|
| ITEM NO: | 3 | FILE NO: S16.7.19/05 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | FREIGHT AND HEAVY VEHICLE TRAFFIC ON CLASSIFIED ROADS | |
| PREPARED BY: | David Strugnell, Asset Management Coordinator | |

SUMMARY:

This report has been provided in response to a Question Without Notice at the April 2018 Civil and Environmental Services Committee Meeting. The report provides information regarding the nature of traffic on Council's classified road network and presents a draft Project Brief for the development of a Local Freight Transport Strategy for Council endorsement.

COMMENTARY:

In June 2016, as part of the review of Rural Road Classifications, staff contacted local freight transport companies and freight intensive agricultural and manufacturing companies to gain insight into the volumes and monetary value of freight travelling on the rural road network. This did not include discussions with all transport operators or producers but gave a general overview of the freight travelling on the network. The findings of these discussions are outlined below.

Livestock Transport

For livestock transport operators, the main routes travelled are toward the north of the Shire. To Yetman via MR187 Yetman Road and MR063 Warialda Road; then onto to Texas via MR462

Bruxner Way and across the border north to feedlots, Dalby saleyards or abattoirs at Warwick, Toowoomba and Oakey. MR137 Inverell-Bonshaw Road is the other primary route and the preferred option for many operators as it is the shortest route to southern Queensland feedlots, saleyards and abattoirs. The following stock numbers were estimated on each road:

| Road | Approx. Weekly Stock Numbers |
|-----------------------------|-------------------------------------|
| MR063 Warialda Road | 990 Cattle |
| MR073 Bundarra Road | 600 Cattle |
| MR134 Bingara Road | 400 Cattle & 1950 Sheep |
| MR135 Guyra Road | 600 Cattle |
| MR137 Inverell-Bonshaw Road | 920 Cattle & 900 Sheep |
| MR138 Texas Road | 920 Cattle & 900 Sheep |
| MR187 Yetman Road | 990 Cattle |
| MR462 Bruxner Way | 920 Cattle & 900 Sheep |

Grains and Other Produce

A substantial proportion of grain movements in the southern part of the Shire are centred around a grain trading operation on MR187 Yetman Road. A small amount of grain is sold directly to feedlots west of the Shire but these operations are more likely to source grain from the north and west.

In the north sales are directly to feedlots in Queensland and grain merchants in and around Goondiwindi. The grain depots along the North Star railway line reported minimal receivals from Inverell Shire. A major feedlot just over the Queensland border said some of their grain was sourced from around the Yetman area, but was unwilling to provide further detail as to the volume. Anecdotally, there is grain travelling along MR063 Warialda Road and then east toward Texas, but transport operators, grain traders and feedlots could not provide specific information on the volume of this freight. The available information regarding the value of grain and other produce through the Shire is as follows:

| Road | Approx. Weekly Value |
|-----------------------------|-----------------------------|
| MR063 Warialda Road | Unknown |
| MR073 Bundarra Road | \$150,000 |
| MR134 Bingara Road | \$1,550,000 |
| MR135 Guyra Road | \$107,500 |
| MR137 Inverell-Bonshaw Road | \$254,000 |
| MR138 Texas Road | \$200,000 |
| MR187 Yetman Road | \$224,000 |
| MR462 Bruxner Way | \$200,000 |

Note: The significant value on MR134 Bingara Road includes a large proportion of livestock manufacturing freight travelling south to Sydney.

Traffic Counts

Council staff also undertake regular traffic counts to determine the volume and type of traffic using the Shire's road network. The most recent counts collected during the last six to twelve months are included in the maps provided in APPENDIX 1 (D 8 – D 15). The ADT figure represents the average daily traffic using that section of the road and the HV figure is the average number of heavy vehicles included in the ADT. A heavy vehicle in this case is defined according to the Austroads94 standard, as a vehicle having two or more axle groups spaced more than 2.1m apart.

Inverell Shire Local Freight Transport Strategy

Council have previously identified a Heavy Vehicle Route Enhancement (Freight Transport Strategy) as an item it wished to pursue in its adopted Delivery Plan 2017-2021.

In response Council staff have prepared a project brief for the strategy. A copy of the draft brief has been included in Appendix 2 (D 16 – D 23) for the information of the Committee. It is intended the Local Freight Strategy will identify the most important freight routes in the Shire and a detailed program of works to address freight bottlenecks and improve heavy vehicle access.

In discussions with the Regional Manager RMS Northern Region, Council's General Manager has been advised the RMS are interested in considering a partnership with Council to complete the Local Freight Transport Strategy. The RMS provide the major source of funding for maintenance and renewal on Council's regional road network and have an obvious interest in the outcomes of

such a strategy. The opportunity to work with the RMS would also likely reduce the project cost for Council.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: S.12 Provision of safe and efficient networks to ensure connectivity between population centres.

Term Achievement: S.12.02 A sustainable and strategic approach to the management of Council's Assets is undertaken.

Operational Objective: S.12.02.01 To effectively plan, organise, direct and control the Council's Works Program to ensure all works are carried out: In the most effective manner; To the highest possible standard; and Within the vote provided by Council.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

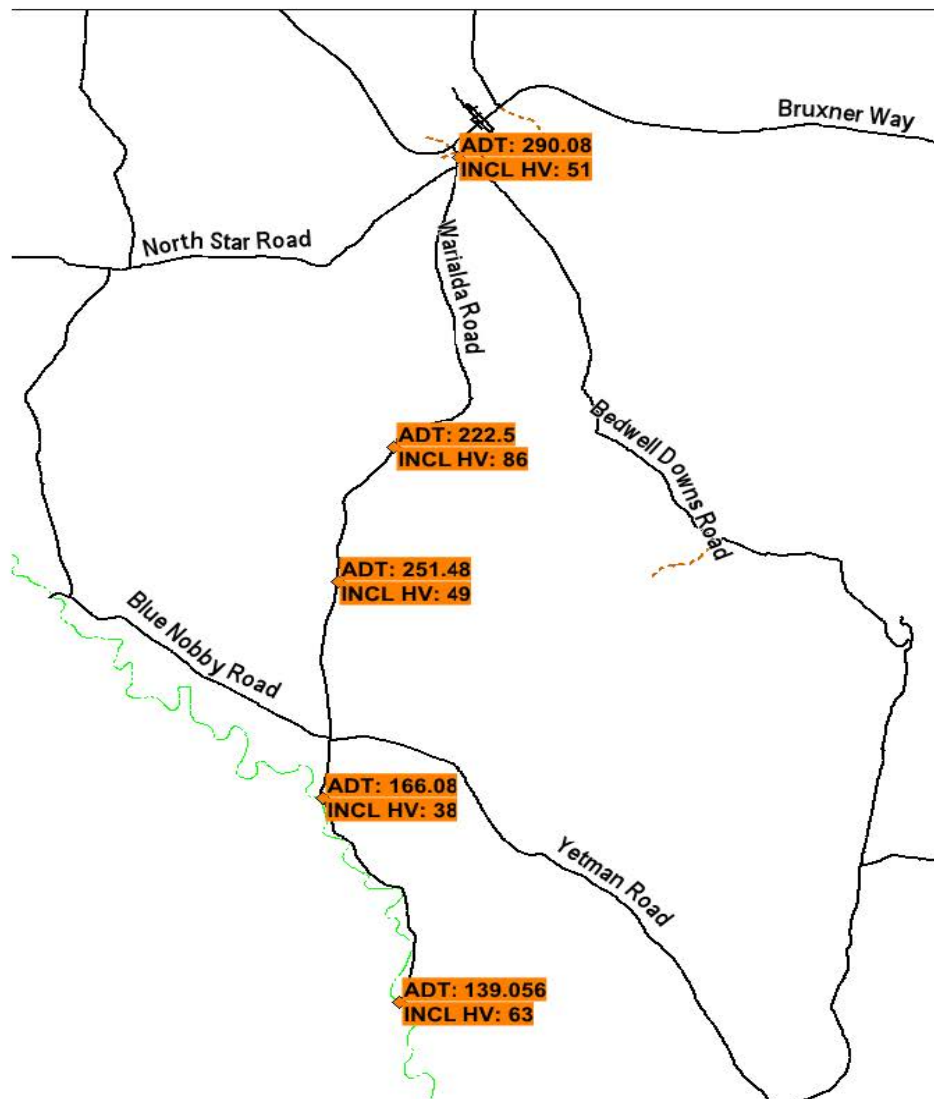
Nil.

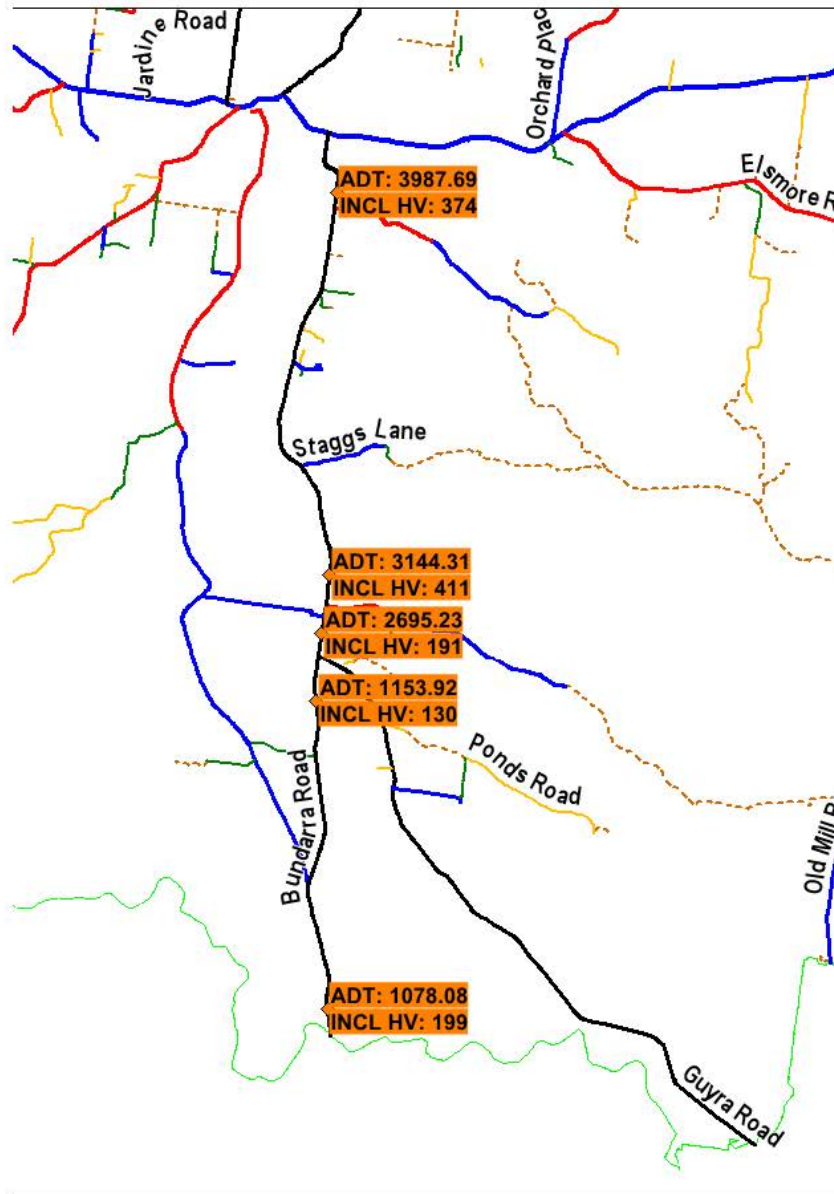
RECOMMENDATION:

That the Committee recommend to Council that:

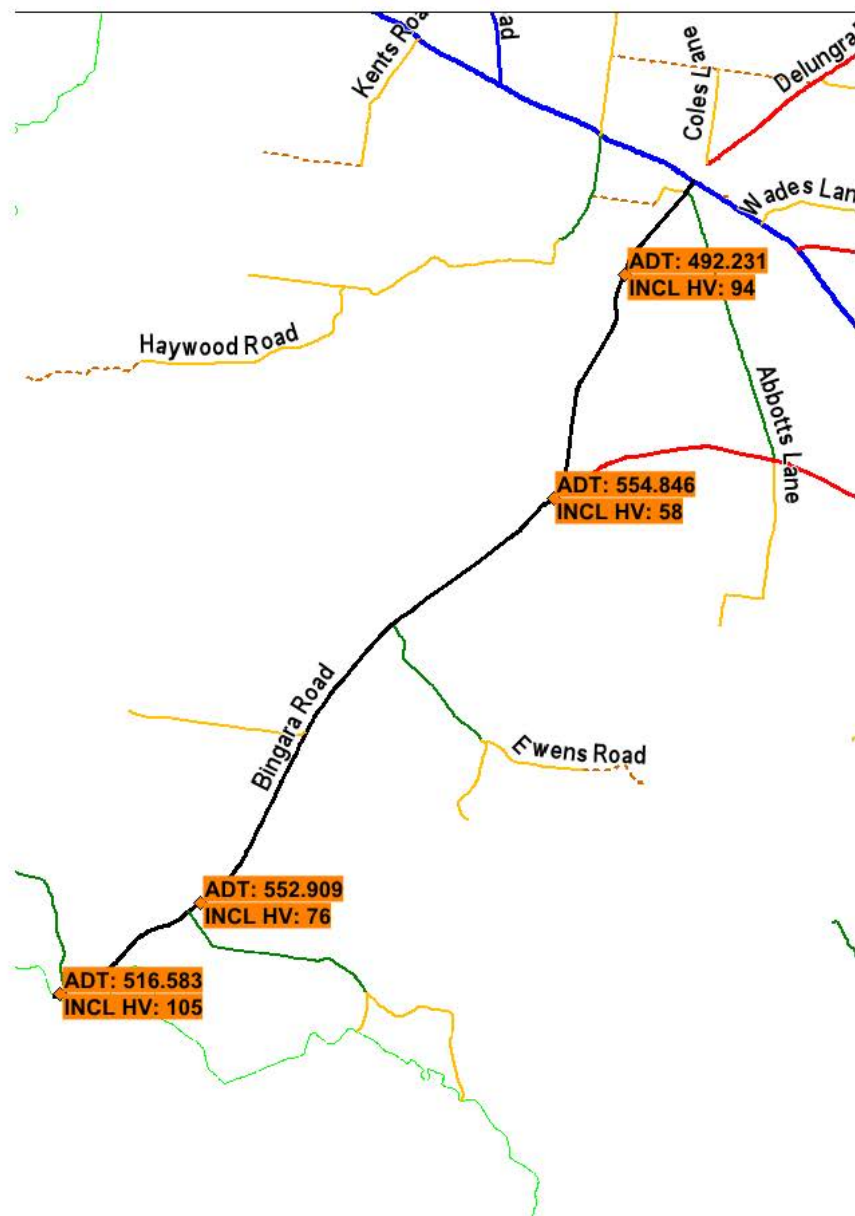
- i) The information be received and noted;*
- ii) The draft project brief for the Inverell Shire Local Freight Transport Strategy be endorsed;*
- iii) Council provide a copy of the brief to the RMS and enter into further discussions to determine if there is mutual benefit in completing the project in partnership; and*
- iv) After liaising with the RMS a further report be prepared for the Committee to determine a course of action in the matter.*

APPENDIX 1

MR063 Warialda Road

MR073 Bundarra Road

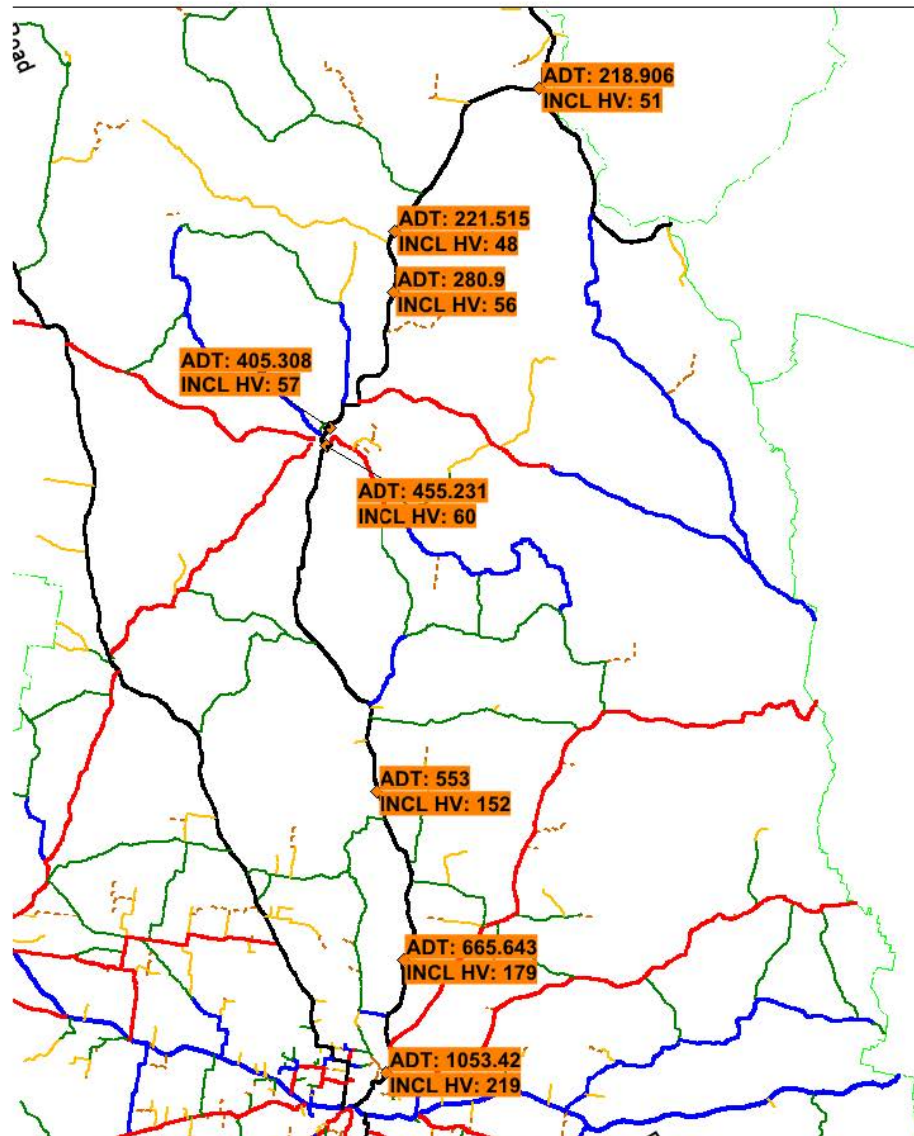
MR134 Bingara Road

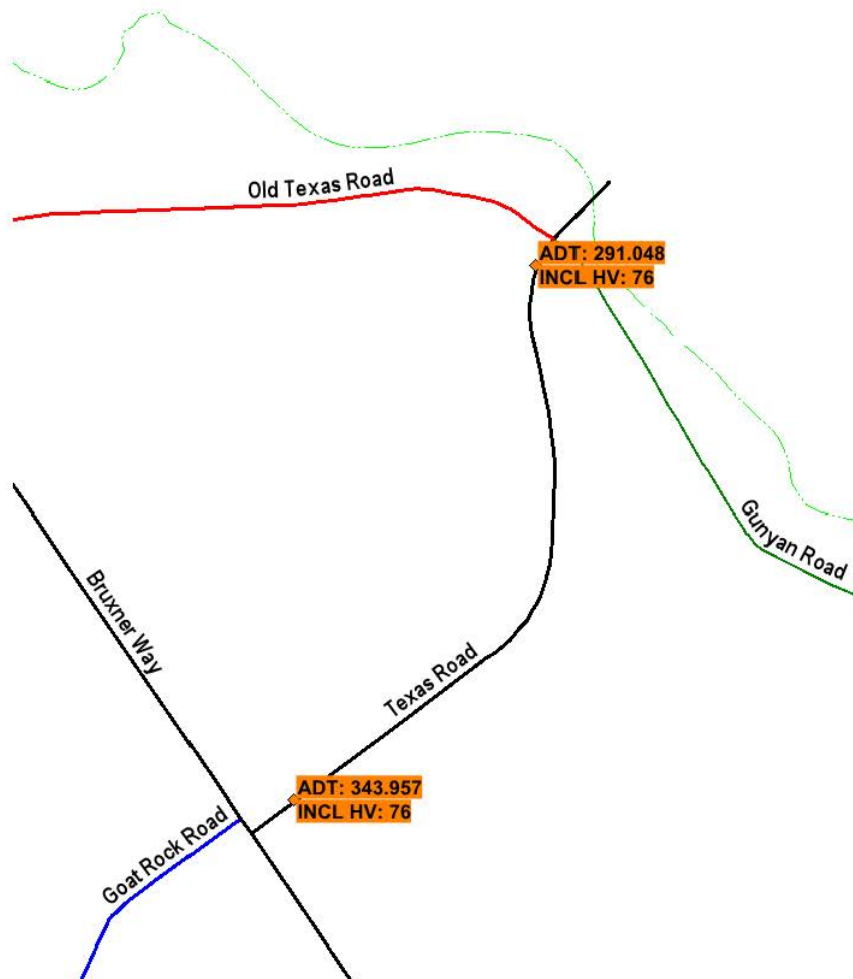


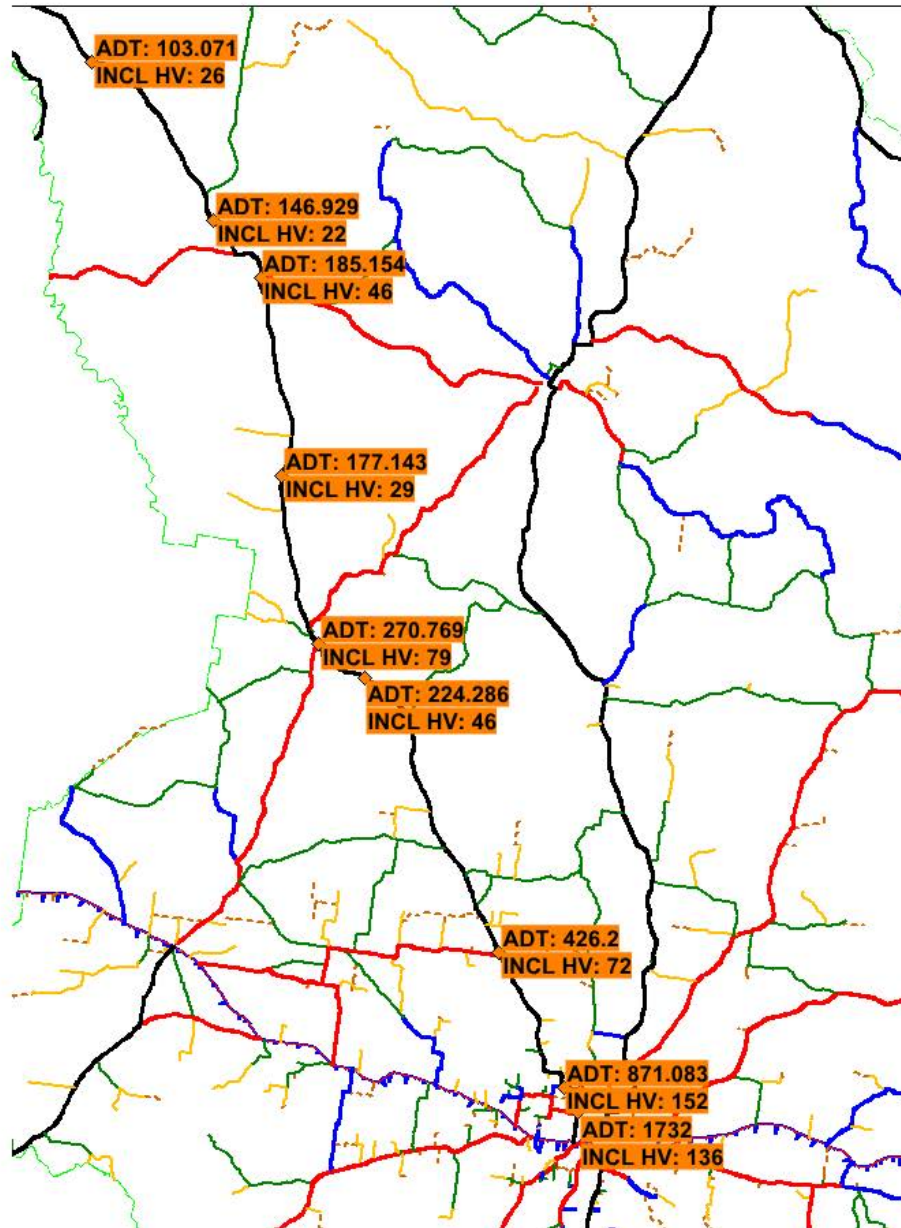
MR135 Guyra Road



MR137 Inverell-Bonshaw Road



MR138 Texas Road

MR187 Yetman Road

MR462 Bruxner Way

APPENDIX 2

PROJECT BRIEF

FOR INVERELL SHIRE LOCAL FREIGHT TRANSPORT STRATEGY



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2. INTRODUCTION

Inverell Shire Council is commissioning the preparation of a *Local Freight Transport Strategy* to gain an understanding of the freight task the roads in the shire perform and identify how the Council's strategic direction and management practices can ensure the road network is secured, maintained and used to optimum benefit.

The *Inverell Shire Local Freight Transport Strategy* is to identify the present and future needs of the freight transport task within and through the local government area and develop an action plan that supports the strategies outlined in Council's *Strategic Plan 2009-2029*, and aligns with Regional, State and National transport strategies. The *Inverell Shire Local Freight Transport Strategy* will also include development of a multi-criteria analysis tool to help Council optimise decisions about expansion and improvement of its road network and will use this tool to assess identified impediments to improving freight productivity and efficiency. The outcome of this assessment will be included in the response as a prioritised list of projects for which Council may seek funding or consider when developing its annual management plans.

3. ABOUT INVERELL SHIRE

Inverell has a growing population which now stands at 12,000 while the local government area has over 16,500 residents. Due to its location, Inverell is a commercial hub which services an estimated 60 000 people, with a catchment stretching as far as southern Queensland.

Council's road network stretches over 2,200km and is spread over an area of over 8,600km². It includes:

- 86km Sealed State Highway
- 391km Sealed Regional Roads
- 341km Sealed Rural Local Roads
- 1248km Unsealed Rural Local Roads
- 140km Urban Local Streets

These roads are in most cases the sole method of transport for the Shire's largely export oriented economy based on agriculture, particularly beef cattle and cropping.

Inverell is the operating centre for a large beef processing company and home to one of the top ten busiest saleyards in the state. Grain growers support a number of large feedlots in and around the shire and also provides for the export and domestic market through local grain traders and larger organisations such as Graincorp and AWB. The agricultural economy is enhanced by plentiful water in storages at Copeton and Pindari Dams. Copeton Dam is the largest water storage in New England North West, providing the water source for environmental flows to the Gwydir catchment and irrigation. Copeton Dam also provides a reliable domestic and industrial water supply for Inverell and is a popular water-based recreation area. Renewable energy is emerging as an important sector for the region, both Copeton and Pindari Dams are equipped with hydroelectric generators and two wind farms are under construction east of Inverell, one of which is to be augmented by a solar array.

Inverell is also a major contributor to Australia's sapphire production and offers a popular tourist attraction in gem fossicking

Council's philosophy has always been to create employment for its citizens and support industry while effectively utilising any aid provided by State and Federal Governments. The Shire's rural location means that businesses and citizens rely on the transport network to provide economic prosperity and it is therefore imperative that Council ensure its roads meet the community's needs.

4. OBJECTIVES

The *Inverell Shire Local Freight Transport Strategy* will provide Inverell Shire Council with a framework to promote transparency, accountability and value-for-money in decision making around transport infrastructure expansion and improvement works. The overall goal of the strategy will be to ensure that Council provides a safe and efficient road network that improves freight transport productivity and utilises the network to its optimum benefit.

The broad objectives of developing the strategy would be to:

- Gauge current and predicted future demand for increased freight productivity (particularly in regard to HML and RAV access), identify impediments to access and provide prioritised solutions;
- determine adequacy of current roadside facilities (wash-down bays, rest areas etc.) and recommend improvements;
- develop a multi-criteria analysis tool to guide future investment; and
- provide a foundation for advocacy for transport network improvement in the context of regional, state and national strategies, particularly in pursuit of funding from higher levels of government.

5. POLICY FRAMEWORK

The *Inverell Shire Local Freight Transport Strategy* will operate within a policy framework designed to achieve Council's long term goals and will support national, state and regional transport strategies. The strategy will be developed with reference to the following documents:

- Inverell Shire's Strategic Plan 2009-2029 and its related resourcing strategies including the Road Asset Management Plan 2017-2026 and the Long Term Financial Plan 2016-2026.
- The Inverell Shire Employment Lands Strategy
- The New England North West Regional Plan 2036
- The New South Wales Government's Premier's Priorities, Long Term Transport Master Plan, Freight and Ports Strategy, and Future Transport Strategy 2056.
- The Standing Council on Transport and Infrastructure's National Land Freight Strategy and National Remote and Regional Transport Strategy

6. SCOPE

Inverell Shire Council wishes to appoint a suitably qualified consultant with the experience and expertise to carry out research and review of the freight task in the shire and to develop a strategy that can guide Council's transport decision making toward achievement of its goals.

It is anticipated that the services to be provided by the consultant will include:

- Attendance at a Project Start-up Meeting in Inverell - The intention of the start-up meeting is to meet with key Council staff and / or Councillors to discuss key elements of the project scope, any assumptions or constraints.
- Reviewing relevant National, State, Regional and Council plans, strategies and policies to provide context to development of the *Inverell Shire Local Freight Transport Strategy* and ensure alignment of Council's goals with broader transport strategies.
- Examining the current freight transport tasks and supporting road infrastructure capability.
- Discussions with stakeholders including the major industries in the Inverell region to establish their current logistics activities and potential future requirements.
- Identifying future potential sources of freight demand from existing producers and potential new sources.
- Developing a range of potential freight transport and logistics projects that may remove impediments to access or increase overall freight productivity in the Shire.
- Prioritising those opportunities through the application of a multi-criteria assessment process, and
- Recommending a pathway for Council to pursue

7. DOCUMENTS AND DELIVERABLES

Responses should include provision for the following documents and deliverables:

- A minimum of two (2) site visits;
- *Inverell Shire Local Freight Transport Strategy* including clear analysis of the current and projected future freight task to be delivered by Council's transport network and a strategy to improve freight productivity.
- A multi-criteria analysis tool (spread sheet or software model) to be used to compare and prioritise current issues and future projects, along with documentation outlining the use of the tool.
- An identified list of impediments to access and improvements to roadside facilities prioritised using the abovementioned tool.

8. TIMEFRAME

Council is to be provided with a *Draft Inverell Shire Local Freight Transport Strategy* within six (6) months from the date of the first site visit.

9. EVALUATION

In preparing a response to the brief sufficient information must be provided to enable Council to make an informed assessment of each of the following criteria:

- Experience – provide details of what projects of a similar nature have been completed. Include examples of innovative approaches and outcomes.
- Methodology / Approach – demonstrate an understanding of the issues involved and detail the sequence of activities to ensure that the desired project outcomes are achieved
- Personnel – what range of skills are you able to bring to the project? Specific details should be provided in relation to the nominated Project Manager and team members.
- References – a minimum of two referees should be nominated as well as any testimonials from previous clients.
- Price – provide a nominated fixed total cost (GST inclusive) to complete the project. Additional hourly rates for the project team should also be included as additional services on the attached price schedule.
- Commencement and time frame – please nominate an available commencement date (first site inspection and start-up meeting with Council) and confirm availability of resources to complete the project within the nominated time frame.
- Modifications – Council asks that you proactively review our request and scope and advise if you consider additional (or less) work will be required or a different approach taken to achieve Council's aims.
- Inputs from Council – Council is committed to work closely with the selected consultant throughout all phases of the project. Council staff will be available to assist with road information. Please clearly indicate any other inputs and resources you will require from Council.

10. CONDITIONS

Quotations are to comply with the conditions listed below.

10.1. QUOTED PRICES

Prices quoted are to be on a per hour or lump sum basis as described in the price schedule. All prices for goods and/or services offered are to be fixed for the term of the Contract. Quoted prices must include Goods and Services Tax (GST). Unless otherwise indicated, prices quoted must include all applicable levies, duties, taxes and charges. Any charge not stated in the Quotation as being additional will not be allowed as a charge for any transaction under any resultant Contract.

Payments shall be made according to Council's standard trading terms on receipt of all contract deliverables except where the respondent has included in their quotation a payment schedule linked to project milestones.

10.2. CONTRACT DURATION

The Contract is to be completed on supply of the services as negotiated and agreed by Council. However, in the event of the successful Respondent failing in any manner to carry out the Contract to the Council's satisfaction, the Council may forthwith determine the Contract by written notice to the successful Respondent.

10.3. LODGMENT OF QUOTATIONS

Quotations must be submitted duly signed and in a sealed package clearly endorsed with the Quotation Title and Reference Number and must be addressed to:

To: Attention: David Strugnell
The General Manager
Inverell Shire Council
PO Box 138, DX 6159
Inverell NSW 2360

or by email to:

council@inverell.nsw.gov.au

or hand delivered to:

Inverell Shire Council
144 Otho Street
Inverell NSW 2360

Quotations close at 4.30pm AEDT **CLOSING DATE**. Only those Quotations received by the Closing Time will be considered. Quotations that are mailed will be dated and time stamped when received. Council will accept no responsibility in the event that a Quotation is not received by the Closing Time.

10.4. ACCEPTANCE OF QUOTATIONS

Any Quotation may be rejected if it does not comply with the requirements of this Project Brief. Council is not bound to accept the lowest or any Quotation, and may accept part of a Quotation.

This Project Brief, together with the successful Respondent's quotation and Council's written acceptance of that Quotation shall constitute the Contract between Council and the successful Respondent.

The Respondent agrees that the Quotation will remain open for acceptance for a minimum period of 60 days after the Closing Time, notwithstanding that there may have been negotiations in respect of any Quotation in the meantime.

10.5. CANVASSING OF ELECTED MEMBERS AND COUNCIL OFFICERS

Canvassing of elected members or Council officers will automatically lead to disqualification.

10.6. INDEMNITY

The successful Respondent must indemnify and keep indemnified the Council against:

- any liability under the Workers Compensation Act 1987 and the Workplace Injury Management and Workers Compensation Act 1998 as amended from time to time; and
- any other law in force or which during the term of this Contract may come into force, under which any person is entitled to claim or sue for compensation or recover any damages from the Council.

10.7. INSURANCES

The successful Respondent and any subcontractor(s) will be required to effect and maintain insurance policies in the following sums:

- a) Public liability insurance in the sum of at least \$20 million in respect of any one occurrence and for an unlimited number of claims.
- b) Workers Compensation or Personal Accident Insurance cover as required by law (whichever may apply).
- c) Professional indemnity insurance in the sum of at least \$2 million in respect of any one occurrence and for an unlimited number of claims.

10.8. VARIATIONS

The respondent should include in their price schedule an hourly rate for work outside the specifications listed in this project brief in the event that variations are required. Any and all variations to the contract must be approved in writing by Council.

11. FURTHER ENQUIRIES

Any enquires in relation to this brief should be directed to Council's Asset Management Coordinator, David Strugnell. Phone 02 6728 8200 or Email david.strugnell@inverell.nsw.gov.au

| | | |
|-----------------------|--|--------------------------|
| ITEM NO: | 3. | FILE NO: S18.6.65 |
| DESTINATION 2: | A community that is healthy, educated and sustainable | C |
| SUBJECT: | COMMUNICATIONS STRATEGY - STRUCTURE PLANS FOR NEW RESIDENTIAL AREAS | |
| PREPARED BY: | Gregory Doman, Manager Waste & Projects | |

SUMMARY:

This report has been prepared as a result of Council's resolution of the 28 March, 2018 to engage King and Campbell Pty Ltd to undertake the preparation of Structure Plans for three (3) New Residential Areas in Inverell. In the development of these Structure Plans, Council and King and Campbell Pty Ltd will need to effectively communicate with individual stakeholders and the wider community. In regards to this King and Campbell Pty Ltd and Council staff have developed a Communications Strategy for the project.

The adoption of the Communications Strategy will allow Council's Manager Waste & Projects to proceed with the project.

COMMENTARY:

Council, at its Ordinary meeting of the 28 March, 2018 resolved to engage King and Campbell Pty Ltd to undertake the preparation of Structure Plans for three (3) new residential areas. The adoption of these Structure Plans will provide Council and Developers with the overall framework that will guide development for these New Residential Areas, ensuring that road linkages, stormwater drainage and service provisions be undertaken in an orderly and efficient manner with the aims of the structure plans being to;

- Identify likely locations of future infrastructure, including but not limited to collector roads, access streets, sewer services, water services and stormwater drainage;
- Identify any required upgrades to existing infrastructure;
- Achieve a suitable lot yield in response to the constraints and opportunities of the project areas;
- Ensure impacts on natural features (e.g. water courses, significant vegetation, etc.) are minimised and where possible incorporate features into the design; and
- Provide suggested sequencing of development in each of the areas under consideration.

A critical part of the delivery of these Structure Plans is the Communications Strategy as this sets out how Council and King and Campbell Pty Ltd will engage with key stakeholders and the community, throughout the development of these plans.

In undertaking preliminary investigations Council has identified that there are 70 property owners, across the three (3) New Residential Areas as well as the wider community all of which will need to be consulted with throughout the development of these Structure Plans.

In this regard King and Campbell Pty Ltd in conjunction with Council staff have developed a Communication Strategy (Appendix 3, D 26). This strategy is to outline, up-front, how Council and

King and Campbell Pty Ltd will communicate with the identified stakeholders and the community during various stages of the project and forms the basis from which the project will commence.

The Communication Strategy forms a critical component in the development and delivery of the Structure Plans for the three (3) identified New Residential Areas. Therefore it is recommended that the Communications Strategy be endorsed by the Committee so that Council's Manager of Waste & Projects can proceed with the project in accordance with the brief.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: C.04 Improve the integration of natural and built environments.

Term Achievement: C.04.01 Development Controls are promoting excellence in rural design that balances the protection and enhancement of the natural environment with the needs of the citizens.

Operational Objective: C.04.01.01 To ensure that the physical development of the Shire provides for a variety of living choices which is in harmony with the natural characteristics and the surrounding built environment.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

Councillors Declaration: On 2 April 2018 a written declaration of a pecuniary interest in any matter involving King and Campbell Pty Ltd was received from Cr Berryman.

The nature of his interest arises due to his niece being the Spouse of any employee of the company. Cr Berryman made the declaration on the day he became aware of the interest.

RECOMMENDATION:

That the Committee recommend to Council that The Communication Strategy, Inverell Shire Council Structure Plan for New Residential Areas 2018 be endorsed by Council.

APPENDIX 3

Communication Strategy
Inverell Shire Council
Structure Plans for New Residential Areas 2018

KING + CAMPBELL

Stage One – Communication Initiation (Inverell Shire Council)

- ▽ Media Release;
- ▽ Newspaper advertising – Inverell Times and Inverell Sentinel;
- ▽ Web-site and Facebook notifications;
- ▽ Identification of stakeholders and stakeholder groups; and
- ▽ Correspondence to “key” stakeholders identified for targeted consultation (Stage Three).

Stage Two – Targeted Consultations – Internal (King & Campbell)

- ▽ Workshop with Council Planners and Engineers;
- ▽ Individual Staff meetings, as required; and
- ▽ Briefing of Councillors, as required.

Stage Three – Targeted Consultations – External (King & Campbell)

- ▽ Stakeholder group interviews; and
- ▽ Draft Stakeholder Engagement report.

Stage Four – Draft Structure Plans (King & Campbell and Inverell Shire Council)

- ▽ Presentation of Draft Structure Plan to Council and Key Stakeholders; and
- ▽ Draft Structure Plan finalised and presented for endorsement (by Council) prior to exhibition.

Stage Five – Exhibition of Draft Structure Plans (King & Campbell and Inverell Shire Council)

- ▽ Exhibition period – minimum four (4) weeks;
- ▽ Media release;
- ▽ Fact sheet;
- ▽ Newspaper advertising – Inverell Times and Inverell Sentinel;
- ▽ Radio advertising;
- ▽ Web-site and Facebook;
- ▽ Correspondence to “key” stakeholders and user groups; and
- ▽ Static displays – Council offices and library.

Stage Six – Review of Submissions (King & Campbell and Inverell Shire Council)

- ▽ Review submissions;
- ▽ Prepare report summarising issues raised during public exhibition period to Council;
- ▽ Council to determine if modification and/or re-exhibition of Draft Structure Plans are required; and
- ▽ King & Campbell to make any necessary changes to Draft Structure Plans.

Stage Seven – Finalisation of Draft Structure Plans (King & Campbell and Inverell Shire Council)

- ▽ King & Campbell finalise Draft of Structure Plans; and
- ▽ Council staff prepare report to Council for consideration and adoption of Draft Structure Plans.

| | | |
|-----------------------|---|----------------------------|
| ITEM NO: | 4. | FILE NO: S21.7.8/11 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | TREE REPLACEMENT PLAN – ROSS STREET, INVERELL | |
| PREPARED BY: | Michael Frost, Technical Support Officer. | |

SUMMARY:

Correspondence has been received from the Board of Inverell Churches Retirement Community asking Council to consider replacing the Oleander Shrubs adjacent to their properties in Ross Street with Red Maple (October Glory) trees. The Committee is being requested to make a determination in relation to this request.

COMMENTARY:

Council has recently received correspondence from the Board of Inverell Churches Retirement Community regarding several matters. This included a request for Council to consider the replacement of the current Oleander Shrubs in Ross Street (between Vivian and Lawrence Streets) with Red Maple (October Glory) trees. The nature strip where the Oleanders currently exist predominately fronts the Cooina Retirement Village and other properties owned by the Inverell Churches Retirement Community. The following rationale was provided for the request:

"Firstly, we are looking to give the residents on the western side of our complex (Ross Street) some respite from the summer heat by providing shade trees along the footpath...we would be very appreciative if Council could help us with the provision and installation of October Glory Maples along this section of footpath. We have been advised that this type of tree will provide better shade and improve the general appearance of the area versus the existing oleanders which would need to be removed to facilitate the planting of the maples".

There are currently 11 Oleander shrubs contained within this section of Ross Street. They are only located on one side of the road which front Cooina Village. Appendix 4 (D 29) includes a plan showing the subject location. The Oleander Shrubs have been in place for many years but are not of any significance known to Council. The Oleanders are considered to provide minimal contribution to the existing streetscape. Council has removed several Oleanders in this location in the past at the request of residents due to sight distance issues at driveway crossovers. Oleander shrubs are also known to be highly toxic to humans if ingested, they are not however a declared noxious weed or 'weed of interest'.

Red Maples (October Glory) are an attractive deciduous symmetrical oval to rounded shape tree growing in height to approximately 15 metres. These trees are particularly known for their often striking autumn display. In recent years Council has planted a number of Red Maples (Evans Street, Swimming Pool Complex and Varley Oval perimeter). On the whole these trees seem to be doing well and suited to the local conditions.

The nature strip adjacent to Cooina in Ross Street is of sufficient size and contains adequate clear zones from any services to be able to accommodate the proposed Red Maple plantings. It is considered the removal of the Oleanders and replacement plantings proposed would make a long-term and positive contribution to the streetscape in a busily trafficked area adjacent to the town centre.

It is estimated the cost to remove the existing shrubs and provide advanced replacement plantings would be approximately \$3,500. The Inverell Churches Retirement Community has indicated a willingness to assist Council with the initial care for these trees whilst they are becoming established.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

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

POLICY IMPLICATIONS:

The Red Maple species has been identified in Council's Arborist prepared Tree Report and Town Centre Renewal Plan as a suitable planting species for Inverell.

CHIEF FINANCIAL OFFICERS COMMENT:

Adequate provision exists in the 'New Tree Planting' vote which is included as a recurrent item in Council's draft 2018/19 budget.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That the Committee recommend to Council that Council accede to the request from the Inverell Churches Retirement Community for replacement plantings in Ross Street (between Lawrence and Vivian Streets) subject to:

- i) The works occurring at an appropriate time determined by Council next financial year; and*
- ii) The Inverell Churches Retirement Community taking responsibility for caring for the newly planted trees until they reach establishment.*

APPENDIX 4



| | | |
|-----------------------|---|-------------------------|
| ITEM NO: | 5. | FILE NO: S7.2.12 |
| DESTINATION 2: | A community that is healthy, educated and sustainable | |
| SUBJECT: | UPDATE ON THE INVERELL DISTRICT HOSPITAL REDEVELOPMENT | |
| PREPARED BY: | Anthony Alliston, Manager Development Services | |

SUMMARY:

This report has been initiated to brief Committee Members on the Inverell District Hospital Redevelopment.

Council's Manager Development Services will provide Committee Members with an update on the Inverell District Hospital Redevelopment during the Civil and Environmental Services Committee on 9 May, 2018.

COMMENTARY:

The Inverell Hospital Redevelopment is being undertaken by Health Infrastructure as 'Development Permitted Without Consent' in accordance with Section 58 of *State Environmental Planning Policy (Infrastructure) 2007*.

As Health Infrastructure is a Public Authority, development consent (i.e. a Development Application) is not required to be obtained from Council as the consent authority. The approval process requires Health Infrastructure to undertake a Review of Environmental Factors in accordance with Part 5 of the *Environmental Planning and Assessment Act 1979*.

Despite development consent not being required from Council, Health Infrastructure are committed to, and have been, consulting with Council's Planning and Engineering staff in relation to matters including heritage, Council services and infrastructure.

This consultation is ongoing and further information will be available at the Committee meeting.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: C.02 Seek to ensure developments make adequate provision for services that meet the needs and expectations of the community.

Term Achievement: C.02.01 Council advisory services and collaborative partnerships are encouraging developments with the capacity for the provision of appropriate open spaces, community facilities and other community needs.

Operational Objective: C.02.01.01 To provide advisory services on social, technical, engineering and environmental matters associated with development application to ensure compatibility of Council's policies and standards with the outcome sort by the developer.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

NIL

RECOMMENDATION:

That Committee recommend to Council that:

- i) The approval process pursuant to Part 5 of the Environmental Planning and Assessment Act 1979 for the Inverell District Hospital Redevelopment be noted; and*
- ii) Council's Manager Development Services provide Committee Members with an update on the Inverell District Hospital Redevelopment during the Civil and Environmental Services Committee on 9 May, 2018.*

TO CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING 09/05/2018

| | | |
|-----------------------|---|---------------------------|
| ITEM NO: | 1. | FILE NO: S1.2.3/10 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | GOVERNANCE - PERFORMANCE REPORTING ON ROAD MAINTENANCE COUNCIL CONTRACTS | |
| PREPARED BY: | Nicole Riley, Administration Coordinator | |

SUMMARY:

Council is in receipt of an audit report from the Roads & Maritime Services (RMS), on Council's performance on road maintenance as a contractor.

COMMENTARY:

The RMS conducts regular Contract Performance Reporting on the Road and Maintenance Council Contracts. Reports are submitted to Council 4 times a year with the most recent one being completed for quarter four (4), October to December 2017.

A copy of the report is attached as Appendix 1 (E 2 – E5)

APPENDIX 1

ROADS AND MARITIME SERVICES

RMS Form No 517 (amended)
Catalogue No. 45062482
(November 2017)

Contractor Performance Report

Single Invitation Maintenance Contract

General Information**Contractor's Name**

Inverell Shire Council

Trading as**ABN** 72 695 204 530**Contract No.** 08.2547.1956**Equip Contract No.** 8000009279**Contract Description**

Inverell Shire Council

At Acceptance of Tender**Original Due date for****Contract Period (weeks)** 188**Completion** 30/06/2012**Date of Acceptance of Tender** 03/11/2008**Original Contract Sum** \$ 4,359,375.00**Reason for Report****Progress**

Quarter 1

☐

Quarter 2

☐

Quarter 3

☐

Quarter 4

☒**Key Milestones**

Defect Correction Period

☐After construction
or call back☐Continuing unsatisfactory
Performance☐

Termination of Contract

☐**Contract Sum as****Varied at Report Date** \$ 1,131,169.06

Contractor's Performance

| | Unsatisfactory | Marginal | Acceptable | Good | Superior |
|---|--------------------------|--------------------------|-------------------------------------|-------------------------------------|--------------------------|
| Collaboration - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The entire RMCC team work collaboratively with RMS and no issues of conflict or non-cooperation have been recorded. | | | | | |
| Community and Stakeholder Engagement - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Inverell Shire have good customer and stakeholder engagement for RMCC works and no problems are known. | | | | | |
| Contract Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The contract is well managed by dedicated staff and no improvements are suggested. The contract managers are responsive to all requests. | | | | | |
| Environmental Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Toolbox talks including environmental management are being conducted regularly and no incidents have been reported. | | | | | |
| People Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| No known issues. | | | | | |
| Quality Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| There have been few projects in 2017/18 to effectively assess the degree of quality control but routine works are well managed with respect to quality. | | | | | |
| Standard of Work - RMCC - Maintenance | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | | | | |
| Subcontractor Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The full resealing program was completed prior to December showing good contract management. Line-marking of reseals was delayed due to non-availability of contractor and this has been discussed with the contract manager. | | | | | |

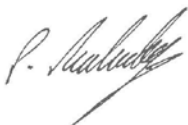
| | | | | | |
|---|--|--------------------------|--------------------------|-------------------------------------|--------------------------|
| Time Management -RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| All requests for information or reporting are delivered in a timely manner and no time management issues have arisen. | | | | | |
| Traffic Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| No known issues and all works have been found compliant when inspected by the surveillance officer. | | | | | |
| Workplace Health and Safety Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Toolbox talks are being carried out regularly and WH&S appears to be well managed. | | | | | |
| Workplace Relations Management - RMCC | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| No known issues. | | | | | |
| Performance Score | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Suitability for further work * | <input type="checkbox"/> Not Suitable ** | | | <input checked="" type="checkbox"/> | Suitable |

* Optional to tick during course of engagement. Must tick as appropriate on all other reports.

** If "Not Suitable" is ticked, detailed reasons **must** be given.

Overall Comments *(Use separate report if necessary)***Reporting Officer***In my opinion:**Inverell Shire have only a small program of works in 2017/18 but have delivered a competent performance to date.*

Name: Paul Radnidge



Report Date: 28/02/2018

Phone: 6640 1018

Reviewing Officer:*I concur with the Reporting Officer's assessment detailed in the report. In my opinion:**Not required.*The report has been forwarded to the Contractor **Yes** *(All reports are to be forwarded)*Recommended for further work **Yes** *(Completion and Finalisation)*

If the recommendation is NO: The unsatisfactory performance aspects have been discussed with

Name:

Discussion Date:

Phone:

Response from Contractor Received and report finalised: No

Name:

Review Date:

Phone:

Approving Officer*In my opinion:**Inverell Shire continue to provide high a standard of work delivering the RMCC program. Reseals and heavy patching were delivered early in the year with no issues and maintenance work is progressing well.*

Name: David Pattison

Report Date:

Phone: 6640 1078

Attachments:

Distribution:

1. Contractor's Representative
2. RMS's Representative
3. Manager, Contracts Strategy, Infrastructure Contracts Branch (Only if the Overall performance is unsatisfactory or Contractor not recommended for further work)

| | | |
|-----------------------|---|-----------------------------|
| ITEM NO: | 2. | FILE NO: S28.21.1/11 |
| DESTINATION 5: | The communities are served by sustainable services and infrastructure | S |
| SUBJECT: | WORKS UPDATE | |
| PREPARED BY: | Justin Pay, Manager Civil Engineering | |

SUMMARY:

This report is intended to keep Council updated on the capital works and maintenance programs.

COMMENTARY:

SR 199 Auburn Vale Road Pavement Widening and Rehabilitation – McBrides Lane to Masons Lane – Stage Two (2)

Stage two (2) of this project involves the widening and pavement rehabilitation of a 1.1km section of Auburn Vale Road from Masons Lane to Minnamurra Lane (chainage 3.4km to 4.5km south of Inverell). The total budget allocation for the entire project is \$1M, with \$474K remaining for the completion of stage two (2).

This project is now complete, with the final section of road opened to traffic prior to the Easter break.

MR 187 “Cucumber Creek” Pavement Widening and Rehabilitation

This project involves the widening and rehabilitation of the section of Yetman Road north of Cucumber Creek, including upgrades to a number of significant drainage structures. Currently \$2.1M is allocated to the project from multiple sources. The project will be completed in stages with the exact length to be rehabilitated dependant on the final design and cost. It is anticipated the total extent of works will be between 4 and 5kms. Stage one (1) of the project incorporates a section of Yetman Road from 62.6km to 64.0km whilst stage two (2) incorporates a section from 64.0km to 66.7km north of Inverell.

Works are complete on section two (2) of stage one (1) from CH 63.330km to CH 64.080km with the base material being placed in early April 2018. This stage is at practical completion with a primer seal being placed on Tuesday 24, April 2018.

Ozwide Bridge Rail and Civil have been awarded the contract to undertake the widening and concrete overlay of an existing box culvert located in the next section of this project and are due to commence mid May 2018. Council's crew will undertake heavy patching in the Wallangra area before relocating to other projects for several weeks. Once the contractor has completed the drainage extension and overlay, Council's crew will return to complete the remaining 1.5 kilometre section of stage two (2).

MR 63 “Black Jack” Pavement Widening and Rehabilitation

This project involves the widening and pavement rehabilitation and drainage extensions of a 1,130 metre section of the Warialda Road, chainage 65.5km to 66.7km east of Warialda. This project is a link up of past construction projects. The budget allocation for this project is \$450K funded from the Repair Program.

Stabilisation works on the base layer have been completed. This project is now at practical completion with a 10mm primer seal completed on Monday, 23 April, 2018. This section of road has been opened to traffic.



MR 63 rehabilitation completion of the seal

MR 137 “Airlie Brake” Pavement Widening and Rehabilitation

This project involves the widening and rehabilitation of a 1000 metre section of pavement and the replacement of drainage structures, on Ashford Road at Airlie Brake Lane (chainage 20.7 to 21.7km north of Inverell). The budget allocation for this project is \$510,000, funded from the repair program. The works are scheduled to take 10 weeks to complete.

The works commenced on 16 April, 2018 with the clearing of 33 mature Box trees and minor bushland, Contract Trees Services were engaged to complete the works which required in-field supervision from an Ecologist.

The replacement of the drainage structures has been completed. Earthworks are to commence on Monday 30 April, 2018.

Cycleway Construction Rivers, Wood and Ross Streets

This project involves the construction of 455 metres of new concrete cycleway, which is a continuation from the existing cycleway on the corner of Mansfield and Rivers Streets. The cycleway will be constructed on Rivers Street, Wood Street and will join up to the school crossing on Ross Street.

This project is being funded on a 50/50 contribution from the RMS and Council through the Active Transport Program. The total budget allocation for this project is \$140,000.

These works are being undertaken by contract labour. This project has been moving along very well, the contractor has completed a total of 255 metres of cycleway. The works are scheduled to be completed by 4 May, 2018.

Otho Street – Town Centre Renewal Project – Byron Street to Evans Street

The Otho Street TCRP project is nearing completion. The pedestrian crossing and centre median is now completed. The final five (5) pin oak trees were planted on, Thursday, 19 April. The trees are showing some minor signs of transplant stress, as expected, but are in overall good condition.

The traffic management arrangement changed on Friday, 20 April with the road closure removed and two way traffic reinstated. Parking will return to reverse parallel on both sides of Otho Street, for the entire length. There will be one section of the centre median that will be closed to traffic until the concrete has had sufficient time to set, approximately two (2) weeks. On Sunday, 22 April the parking areas were treated with a rejuvenation treatment.

Line marking and installation of bollards and signage will be undertaken in the first two (2) weeks of May, at such time the project will be completed.

Maintenance Grading

Maintenance grading works were undertaken on the following roads during April 2018.

| Road Number | Road Name | Length Graded (KM) |
|--------------------|-------------------|---------------------------|
| SR 234 | Kings Plains Road | 5 km |
| SR 143 | Mackie Lane | 1 km |
| SR 263 | Rifle Range Road | 2 km |
| SR 213 | Pine Ridge Road | 3 km |
| SR 212 | Leviathan Road | 6 km |
| | | |
| | TOTAL | 17 km |

Reactive /Spot Grading

Reactive/spot grading works were undertaken on the following roads during April 2018.

| Road Number | Road Name | Length Graded (KM) |
|--------------------|------------------|---------------------------|
| SR 12 | Blue Nobby Road | 3 km |
| | | |
| | TOTAL | 3 km |

2017/2018 Gravel Resheeting Program

Gravel re-sheeting works were undertaken on the following roads during April 2018.

| Road Number | Road Name | Length Re-Sheeted (KM) |
|--------------------|------------------|-------------------------------|
| SR 50 | Bukkulla Road | 4.0 km |
| SR 46 | The Pocket Road | 4.2 km |
| SR 48 | Pindari Dam Road | 4.2 km |
| | TOTAL | 12.4 km |

Heavy Patching

No Heavy Patching Works were undertaken during April 2018.

Other Maintenance Activities

Council's State, Regional and Local Roads, Urban and Village Street maintenance activities, such as bitumen patching, drainage and shoulder repairs as well as vegetation control, are continuing as required. Town maintenance will continue as programmed.

| | | |
|-----------------------|---|------------------------------------|
| ITEM NO: | 3. | FILE NO: S13.5.3 & S18.6.65 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | NOTICE OF BUSINESS - STRUCTURE PLANS FOR NEW RESIDENTIAL AREAS | |
| PREPARED BY: | Brett McInnes, Director Civil & Environmental Services | |

SUMMARY:

This report has been prepared in response to a Notice of Business from Cr Peters regarding the process associated with the preparation of Structure Plans for new residential areas.

COMMENTARY:

In a response to a Notice of Business from Cr Peters, Council at its Ordinary meeting on the 26 April, 2018 resolved the following:

In relation to structural plans for the new residential subdivision (Civil & Environmental meeting 14-3-2018), that Management advise Councillors of:

- i) *The names of owners of the 3 identified "new residential areas"*
- ii) *Do these owners have any conflict of interest with any councillor or staff*
- iii) *The names of any other potential residential areas*
- iv) *What is the commercial value of the work to the developer*
- v) *The paper advised ISC has been approached by "a number of requests for subdivision" by what process were these 3 selected*
- vi) *How does this meet OLG requirement for competitive neutrality?*

Background

In November 2015, the Committee and Council considered a detailed report regarding three (3) residential release areas identified in the *Inverell Local Environmental Plan 2012* (ILEP 2012) and the *Inverell Development Control Plan 2013* (IDCP 2013). The report provided the background to these release areas including the strategic planning exercises that resulted in their creation. At the time, Council recognised the need to prepare Structure Plans (in accordance with IDCP 2013) as a stumbling block to development occurring in these release areas. Accordingly, Council resolved to prepare a brief and call for expressions of interest from external consultants to prepare Structure

Plans for these release areas. A copy of the subject report and subsequent Council resolution is included in Appendix 2 (E12 – E 15) for the information of the Committee.

During 2017, Council considered several comprehensive reports regarding residential land demand and supply in Inverell. Council formally consulted with industry participants and undertook a town tour to gain a detailed appreciation of this matter. These actions culminated in Council at its Ordinary meeting on the 25 October, 2017 resolving inter alia *“The support for Structure Plans to be prepared for new residential areas be acknowledged”*.

In March of this year the Committee considered expressions of interest from four (4) consulting firms to undertake the preparation of Structure Plans for the new residential areas. Council subsequently resolved on the 28 March 2018, to accept the proposal from King and Campbell Pty Ltd to undertake the preparation of Structure Plans for three (3) residential areas in the amount of \$88,400 (GST exclusive).

Notice of Business

The following information is provided specifically addressing the questions contained within the notice of business.

i) The names of the owners of the 3 identified “new residential areas”

There are approximately 70 land holders that own parcels of land that form the three (3) identified residential release areas. In order to protect the privacy of those individuals, Committee members have been provided, under separate cover, a plan identifying property owners of land parcels contained within the release areas.

ii) Do these owners have any conflict of interest with any councillor or staff

Consistent with the Code of Conduct the onus rests with the individual Councillor to identify any conflict of interest that may exist with a land owner/s. To date no formal declarations of this nature have been made.

Similarly, it is also the responsibility of any individual staff who may be in a position to be influenced in carrying out their public duty to declare a conflict of interest if it exists. No declarations in this regard have been made either.

iii) The names of any other potential residential areas

The Inverell LEP 2012 and Inverell DCP 2013 only identified the three (3) “New Residential Areas”. These are the areas Council resolved to prepare Structure Plans for and are the subject of this report.

There are pockets of other undeveloped residential zoned land within the township (e.g Council owned land in Vernon Street), however these parcels have been historically zoned residential and/or do not require the preparation of a Structure Plan prior to development.

Council’s *Living Lands Strategy* has identified future release areas to consider for rezoning when currently available land under the existing LEP is developed.

iv) What is the commercial value of work to the developer

The cost of undertaking the Structure Plans across the three (3) release areas is \$88,400. The benefit derived from this work will be spread between 70 landholders. The benefit or “commercial value” will vary between individuals depending upon factors such as willingness to develop, potential lot yield, individual site constraints and possible infrastructure costs.

v) The paper advised ISC has been approached by “a number of requests for subdivision” by what process were these 3 selected

The original report to Council on this matter in November 2015 Appendix 2 (E12 – E 15) identified Council had received a number of requests from landholders within the three (3) residential release areas wishing to undertake subdivision. The report also identifies the comprehensive strategic land use planning strategies that supported the zoning of these three (3) areas.

vi) How does this meet the OLG requirement for competitive neutrality?

Consistent with the *National Competition Policy* the principle of competitive neutrality requires that government businesses, whether Commonwealth, State or Local, operate without net competitive advantage over other businesses as a result of their public ownership. It is considered to be of little relevance to Council's decision to fund the completion of structure planning work associated with residential land release areas.

What might be more pertinent is an examination as to whether the actions of Council may create an uneven playing field between developers wishing to undertake residential development. The Inverell DCP 2013 required Structure Plans to be completed to ensure the future orderly development of the three (3) large release areas. This work is important for the infrastructure planning needs of Council and a reasonable argument can be made that it is an activity that should be ultimately undertaken by Council. It is only the three (3) land release areas where structure planning is required prior to subdivision being able to proceed. Council has resolved to undertake the structure planning work to resolve an identified impediment to future development. Once completed, landholders within the land release areas will be in a similar position to pursue future subdivision as other owners of residential zoned land in the township. Accordingly, the actions of Council are not considered to result in any unreasonable market impacts.

Conclusion

Council undertook a comprehensive strategic land use planning process that resulted in the identification of three (3) residential land release areas in the Inverell LEP 2012 and the Inverell DCP 2013. To ensure the orderly development of these release areas a requirement was included in the Inverell DCP 2013 to have Structure Plans completed prior to subdivision taking place. Acknowledging the impediment the structure planning was providing to future development and recognising the broader benefit of completing this work, Council resolved to undertake the work accordingly. The actions of Council in this matter are considered to be consistent with the guiding principles for Councils contained in Section 8A of the *Local Government Act 1993*.

APPENDIX 2

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

SECTION C
COMMITTEE REPORTS

2. CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES – 11 NOVEMBER 2015 S4.11.16/07

115/15 RESOLVED (Jones/Michael) that:

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

5. PREPARATION OF STRUCTURE PLANS FOR NEW RESIDENTIAL AREAS S18.13.1

That:

- i) a brief be prepared for the preparation of Structure Plans for New Residential Areas identified in the Inverell Development Control Plan 2013;
- ii) based on the brief, expressions of interest be called from suitably qualified consultants to complete the Structure Plans; and
- iii) a further report be prepared for Council to consider the expressions of interest and if it wishes to proceed with the project.

MINUTES OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, 144 OTHO STREET, INVERELL ON WEDNESDAY, 11 NOVEMBER, 2015, COMMENCING AT 8.30 AM.

SECTION D
DESTINATION REPORTS

5. PREPARATION OF STRUCTURE PLANS FOR NEW RESIDENTIAL AREAS S18.13.1

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

- i) a brief be prepared for the preparation of Structure Plans for New Residential Areas identified in the Inverell Development Control Plan 2013;
- ii) based on the brief, expressions of interest be called from suitably qualified consultants to complete the Structure Plans; and
- iii) a further report be prepared for Council to consider the expressions of interest and if it wishes to proceed with the project.

| | | |
|-----------------------|---|--------------------------|
| ITEM NO: | 5. | FILE NO: S18.13.1 |
| DESTINATION 3: | An environment that is protected and sustained | E |
| SUBJECT: | PREPARATION OF STRUCTURE PLANS FOR NEW RESIDENTIAL AREAS | |
| PREPARED BY: | Chris Faley, Development Planner | |

SUMMARY:

This report has been initiated as a result of number of on-going enquiries received for subdivision development within new residential areas of Inverell.

The Committee is being asked to recommend to Council that a brief be prepared to seek expressions of interest for the preparation of structure plans for the new residential areas.

COMMENTARY:

Under the former *Inverell Local Environmental Plan 1988*, a number of areas on the fringes of the Inverell Township were zoned 1(d) Urban Investigation, which at that time identified lands to be investigated for possible future urban development.

With the findings of the *Inverell Living Lands Strategy* and the gazettal of the Inverell Local Environmental Plan 2012 (ILEP 2012), Council rezoned these areas from 1(d) Urban Investigation to R1 General Residential. These areas are defined as "New Residential Areas" under the Inverell Development Control Plan 2013 (IDCP 2013) and are generally described as:

1. New Residential Area East Inverell – To the south of Glen Innes Road between Lake Inverell Drive and Moore Street;
2. New Residential Area East Inverell – From Short Street to Swanbrook Road and from Moore Street to Onus Avenue;
3. New Residential Area West Inverell – Between Vernon Street and Jardine Road.

A map of the New Residential Areas is included as Appendix 5 (D27).

Council's Development Services Department have received a number of requests for residential subdivision development within these new residential areas, particularly around the Lake Inverell Drive area.

Section 2.13 of the IDCP 2013 requires that a Structure Plan be prepared for each New Residential Area prior to development being undertaken. A Structure Plan would provide the overall framework for a New Residential Area, ensuring that road linkages, stormwater drainage and service provision be undertaken in an orderly and efficient manner.

Whilst ideally potential developers would prepare the relevant Structure Plans as part of a Development Application, this approach has been unsuccessful for a number of reasons such as, costs, time, multiple ownerships and competing interests. Based on enquiries to date, the lack of Structure Plans is restricting opportunities for development in these areas.

To resolve this impasse and to facilitate development within the New Residential Areas, it is considered a positive and proactive step for Council to undertake and manage the preparation of the Structure Plans. At this point in time Council does not have the resources in-house to prepare these plans. It is therefore recommended that Council engage the

services of a suitably qualified consultant to assist Council in the preparation of the Structure Plans.

There will be costs associated with the engagement of an external consultant; however, depending on Council's views on the matter, there is an opportunity for Council to re-coup part or all of the costs through the preparation of a Section 94 plan for the areas. Council also have the option to apply for funding from the Department of Planning and Environment through the *Planning Reform Fund*.

The next step for the project would be to prepare a detailed brief, and seek expressions of interest from suitably qualified consultants to undertake the work associated with preparation of the Structure Plans. A further report would then be prepared for Council to consider the expressions of interest and determine if it wishes to proceed with the project.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: E.03 Protect, rehabilitate and manage all impacts on the built and natural environment.

Term Achievement: E.03.01 Industrial and residential estate areas designed constructed and maintained to deliver ecologically sustainable outcomes.

Operational Objective: E.03.01.01 To establish measures and processes to protect the built environment and safety of the residents of the Shire through both direct control and education.

POLICY IMPLICATIONS:

Any Structure Plan will be developed in accordance with the Inverell Development Control Plan 2013 and form part of the development controls.

CHIEF FINANCIAL OFFICERS COMMENT:

Funding options for this project include recouping the costs through Section 94 plans whereby Council pays for the Structure Plans up-front and levies developers proportionally as each area is developed in the future.

Another option would be for Council to seek funding from the Department of Planning and Environment through the *Planning Reform Fund*.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

The Committee recommend to Council that:

- iv) a brief be prepared for the preparation of Structure Plans for New Residential Areas identified in the Inverell Development Control Plan 2013;*
- v) based on the brief, expressions of interest be called from suitably qualified consultants to complete the Structure Plans; and*
- vi) a further report be prepared for Council to consider the expressions of interest and if it wishes to proceed with the project.*

APPENDIX 5

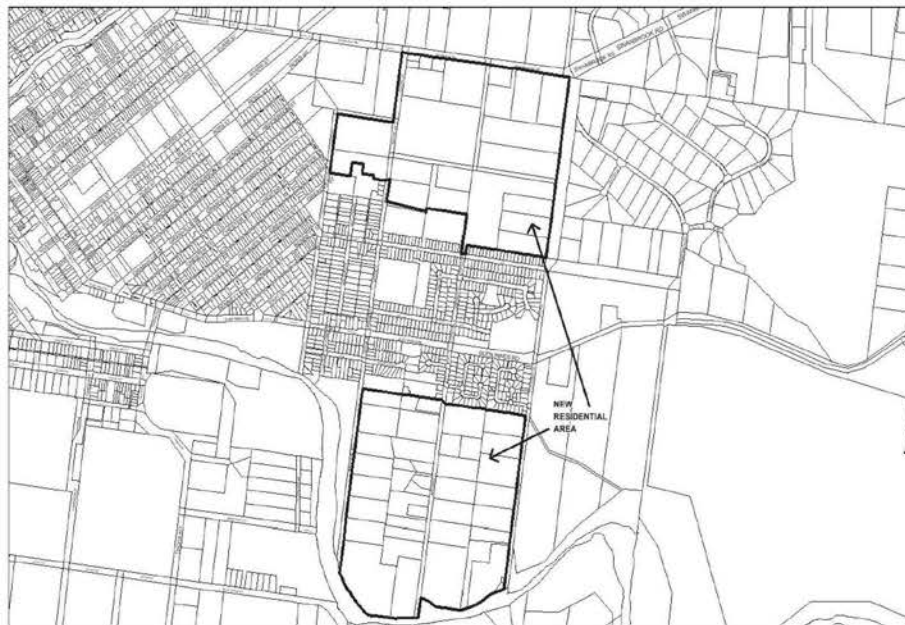


Figure 2.1 – New Residential Areas East Inverell

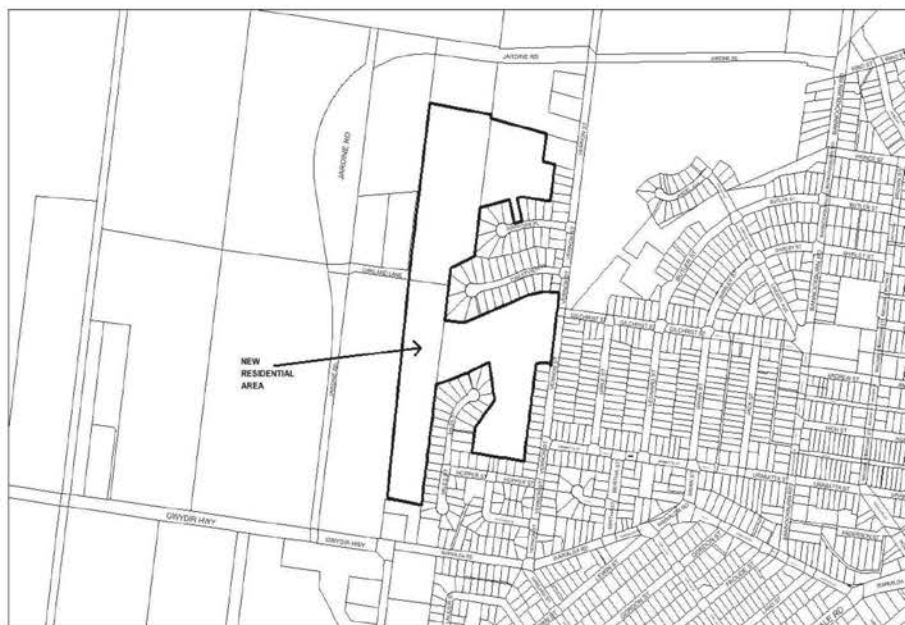


Figure 2.2 – New Residential Areas West Inverell

RECOMMENDATION:

That the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 9 May, 2018, be received and noted.