

**INVERELL SHIRE COUNCIL**

**NOTICE OF MEETING**

**ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE**

8 June, 2018

An Economic & Community Sustainability Committee Meeting will be held in the Committee Room, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 13 June, 2018, commencing at 10.30am.

Your attendance at this Economic & Community Sustainability Committee Meeting would be appreciated.

**P J HENRY PSM**

**GENERAL MANAGER**

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**A G E N D A**

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<b>SECTION A</b>	<b>APOLOGIES CONFIRMATION OF MINUTES DISCLOSURE OF CONFLICT OF INTERESTS/PECUNIARY AND NON-PECUNIARY INTERESTS BUSINESS ARISING FROM PREVIOUS MINUTES</b>
<b>SECTION B</b>	<b>ADVOCACY REPORTS</b>
<b>SECTION C</b>	<b>COMMITTEE REPORTS</b>
<b>SECTION D</b>	<b>DESTINATION REPORTS</b>
<b>SECTION E</b>	<b>INFORMATION REPORTS</b>
<b>SECTION F</b>	<b>GENERAL BUSINESS</b>
<b>SECTION G</b>	<b>GOVERNANCE REPORTS</b>
<b>SECTION H</b>	<b>CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)</b>

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## Quick Reference Guide

*Below is a legend that is common between the:*

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



# ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING

Wednesday, 13 June, 2018

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## Table of Contents

### SECTION/PAGE

Bonshaw Community Meeting June 2018	E	5
Careers and Life Choices Expo 2018	E	3
Donation Request – “Don’t be a Statistic” Driver Safety Awareness Day	D	2
Establishment of the New England Joint Organisation (NEJO)	D	14
Governance - Monthly Investment Report	G	1
Managing Crown Lands	E	1
Quarterly Budget and Operational Plan Review 2017/2018	G	5
Request for Reduction in Hire Fee – Inverell East Rotary Club	D	1
Request for Reduction on Water Account – 1 Vivian Street, Inverell	D	5
Request for Reduction on Water Account – 1 Vivian Street, Inverell	H	1
Request for Reduction on Water Account – 135 Brae Street, Inverell	D	6
Request for Reduction on Water Account – 135 Brae Street, Inverell	H	2
Request for Reduction on Water Account – 285 Sanbrook Road, Inverell	D	10
Request for Reduction on Water Account – 285 Swanbrook Road, Inverell	H	5
Request for Reduction on Water Account – 91 Short Street, Inverell	D	8
Request for Reduction on Water Account – 91 Short Street, Inverell	H	4
Sapphire Wind Farm Community Benefit Fund Committee Members	D	12
Sapphire Wind Farm Community Benefit Fund Committee Members	H	7
Solar Power Purchase Agreements	E	4
Write Off Sundry Debtors	D	16
Write Off Sundry Debtors	H	9

MINUTES OF THE ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE  
MEETING HELD IN THE COMMITTEE ROOM, INVERELL SHIRE COUNCIL, 144 OTHO  
STREET, INVERELL ON WEDNESDAY, 9 MAY, 2018, COMMENCING AT 10.35AM.

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, and J N  
McCosker.

Paul Henry (General Manager), Scott Norman (Director Corporate and  
Economic Services), Brett McInnes (Director Civil and Environmental  
Services) and Paul Pay (Manager Financial Services).

SECTION A

APOLOGIES:

There were no apologies received.

1. CONFIRMATION OF MINUTES

*RESOLVED (King/Michael) that the Minutes of the Economic and Community  
Sustainability Committee Meeting held on 11 April, 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. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

SECTION B  
ADVOCACY REPORTS

Cr Harmon Funding for Tingha Bridge Roundabout

Cr Harmon advised that the federal funding for the Tingha Bridge  
roundabout (intersection of Gwydir Highway and Tingha Road) has  
been carried forward in the 2018-19 Federal Budget.

Cr Dight BROC

Cr Dight reported that she and Cr Berryman attended the recent  
meeting of the BROC held at St George.

SECTION D  
DESTINATION REPORTS

1. REQUEST FOR ASSISTANCE WITH FUNDING – SAPPHIRE CITY CONCERTS  
BAND INC S12.22.1/11

*RESOLVED (King/Dight) that the Committee recommend to Council that Council make a  
donation to The Sapphire City Concert Band of \$2000.*

2. DONATION REQUEST – INVERELL ANGLERS ASSOCIATION S15.8.7/10

*RESOLVED (Harmon/King) that the Committee recommend to Council that Council make a donation to Inverell Anglers Association of \$500 to support their trout restocking program.*

3. GRAMAN RESERVE - DEVELOPMENT OPPORTUNITY S21.8.18

*RESOLVED (Harmon/King) that the Committee recommend to Council that Council agree to a request from the Sapphire City Motor Sports Club to lodge a Development Application as Trustee of the Graman Recreational Reserve for the construction of a concrete pad to be used for motor sport and driver training and education.*

4. REQUEST TO VARY LOAN AGREEMENT DA-7/2011

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

- i) the report includes '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); and*
- ii) on balance the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.*

5. INVERELL CHAMBER OF COMMERCE REQUEST TO SUPPORT THEIR CAMPAIGN TO INCREASE THE NSW PAYROLL TAX THRESHOLD S8.5.3

*RESOLVED (Dight/Anthony) that the Committee recommend to Council to support Inverell Chamber of Commerce efforts to lobby the New South Wales Government for an increase in the current payroll tax threshold.*

6. TENDER – PROVISION OF CLEANING SERVICES S5.8.2/04

*RESOLVED (Michael/Dight) that the matter be referred to Closed Committee for consideration as:*

- i) the report includes '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); and*
- ii) on balance the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.*

SECTION E  
INFORMATION REPORTS

1. LETTER OF APPRECIATION - ROTARY CLUB OF INVERELL EAST S6.8.9

2. PERFORMANCE REBATE S27.1.12

*RESOLVED (Harmon/Michael) that the items contained in the Information Reports to the Economic & Community Sustainability Committee Meeting held on Wednesday, 9 May, 2018, be received and noted.*

SECTION F  
QUESTIONS WITHOUT NOTICE

**Cr King**                      Arthur Street Park

Cr King questioned if there were plans to extend the play equipment in the Arthur Street Park, Inverell.

The Director Civil and Environmental Services replied that there is no immediate plans for additional play equipment and the future development strategies are contained in the Public Open Space Strategy.

**Cr King**                      Anti-Litter measures

Cr King requested the consideration be given to installing anti-litter advisory signs on Bundarra Road and if Council would be supporting the next Clean Up Australia Day.

The General Manager responded that local Clean Up Australia Day events were normally lead by a local community group and Council had in the past, and would in the future support in kind.

**Cr Watts**                      Cod Cash Competition

Cr Watts asked for an update on the recent Cod Cash competition.

The General Manager advised a report on the Cod Cash competition would be provided to Council but in short it was considered a success and Council will be asked to support the event next year.

**Cr Baker**                      Funding for the Structure Plan for New Residential Areas

Cr Baker enquired how the proposed Structure Plan for New Residential Areas was to be funded.

The Director Civil and Environmental Services replied that it was proposed to fund the Plan from S94 Contributions.

SECTION G  
GOVERNANCE REPORTS

1.      QUARTERLY BUDGET AND OPERATIONAL PLAN REVIEW 2017/2018 S12.5.1/11

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

- i)      Council's Quarterly Operational Plan and Budget Review for 31 March, 2018 be adopted; and*
- ii)    the proposed variations to budget votes for the 2017/2018 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2018 from operations of \$3,267.*

2.      GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2/11

*RESOLVED (Dight/Michael) that:*

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

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

At 11.28 am, 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/Dight) that the Committee proceed into Closed Committee to discuss the matters referred to it, for the reasons stated in the motions of referral.*

*RESOLVED (Harmon/Michael) that the Committee proceed out of Closed Committee into Open Committee.*

Upon resuming Open Committee, at 11.43am, 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 – PROVISION OF CLEANING SERVICES S5.8.2/04

*That the Committee recommend to Council that:*

- i) Council accept the tender from ISS Facility Services for Cleaning Contracts 1A, 1B and 1C for a period of two (2) years, with an option of a further two (2) year period for the tender price of \$163,652.24 (excluding GST) per annum;*
- ii) Council accept the tender from Onescope for Cleaning Contracts 1D for a period of two (2) years, with an option of a further two (2) year period for the tender price of \$148,190.00 (excluding GST) per annum; and*
- iii) The General Manager and Mayor be authorised to execute the contracts under Council Seal.*

ADOPTION OF RECOMMENDATIONS

*RESOLVED (Hamon/Michael) that the committee recommendations of closed committee be adopted.*

2. REQUEST TO VARY LOAN AGREEMENT DA-7/2011

*That the Committee recommend to Council that:*

- i) Council not accede to the request to waive the final payment of Loan Agreement DA-7/2011*
- ii) The General Manager be authorised to negotiate alternate payment terms agreeable to both parties.*

There being no further business, the meeting closed at 11.47am.

CR J A WATTS

CHAIRPERSON

TO ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING 13/06/2018

<b>ITEM NO:</b>	1.	<b>FILE NO:</b> S5.24.4/12
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>REQUEST FOR REDUCTION IN HIRE FEE – INVERELL EAST ROTARY CLUB</b>	
<b>PREPARED BY:</b>	Kristy Paton, Temporary Corporate Support Officer - Publishing	

**SUMMARY:**

Council has received a request from Inverell East Rotary club asking for a reduction in the Town Hall hire fee for the 'Afternoon at the Outback Prom' event which was held on 14 April 2018.

**COMMENTARY:**

The Inverell East Rotary Club recently held their event 'An Afternoon at the Outback Prom' at the Town Hall on 14 April 2018. The cost of hiring the venue was:

Bond -	\$500 (refunded)
Air Conditioning -	\$56.00
Hall Hire -	\$300

The Club's correspondence states:

"What a wonderful musical performance at the Town Hall. The audience was spellbound with a wide variety of musical items. Could I humbly request the return of our \$500 bond as we left the Town Hall in good condition as we found it. If there are any other possible reductions because of the great musical nature of the performance that would be appreciated."

The Committee is asked to determine if it wishes to provide a contribution to The Inverell east Rotary Club, and if so, in what capacity.

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

**Strategy:** S.03 Council provides equitable services, consistent with available resources and priorities to meet the Shire's identified needs and preferences.

**Term Achievement:** S.03.01 Services and programs that Council provides are determined based on equity, customer requirements and community benefits, best value and excellence.

**Operational Objective:** S.03.01.01 Appropriate services and programs are selected based on considerations of equity, best value, relevance and benefit to the community.

**POLICY IMPLICATIONS:**

Management Policy: Donation Policy – 'Council in accordance with the provisions of Section 356 of the *Local Government Act, 1993* may provide financial assistance by way of Donations to others, including charitable, community and sporting organisations. The purpose of providing Donations from public funds is to help promote or assist individuals or organisations for which there is a recognised public benefit, Generally the maximum donation provided will be \$200.00.'



**CHIEF FINANCIAL OFFICERS COMMENT:**

Funding could be sourced from Council's Section 356 Donations Allocation.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*A matter for the Committee.*

<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S12.22.1/11
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>DONATION REQUEST – “DON’T BE A STATISTIC” DRIVER SAFETY AWARENESS DAY</b>	
<b>PREPARED BY:</b>	Kristy Paton, Temporary Corporate Support Officer - Publishing	

**SUMMARY:**

Council has received a request from Jane Hunter, Home School Liaison Officer from Macintyre High School seeking support and assistance for “Don’t Be a Statistic” Driver Safety Awareness Day.

**COMMENTARY:**

Jane Hunter is currently organising a “Don’t Be a Statistic” Driver Safety Awareness Day to be held on 2 August 2018. All year 11 students from local and surrounding Schools will be invited to attend. The day will involve a workshop with representatives from the NSW Police Force, NSW Ambulance and The Brain Injury Unit from Hunter New England Health attending on the day to speak with students about driver education.

Following discussions with Services involved it was decided to hold the workshop on one day with all Schools invited rather than having Service representatives attending a different school on different days.

Jane is seeking assistance for the awareness day with the following:

- The use of the Town Hall for the day with the hire fee waived (The fee to hire the Town Hall for a day is \$300).
- The use of the Parklands (driving range) behind the library for a simulated motor vehicle accident activity
- The use of Council marquees which would require assistance by Council staff to erect them
- A temporary road closure of Evans Street between Otho Street and Campbell Street to allow for the large number of students attending. The cost of closing the road would be:

2 x Radio advertisements @ \$60 each	\$120
1 x Inverell Times advertisement	\$250
Council staff to develop and implement TCP	\$650

Total

\$1020

An application for the road closure would also need to be submitted to the Police for their approval. Council staff can assist with this application.

A copy of the correspondence received from Jane Hunter is attached as Appendix 1 (D4). The Committee is asked to determine if it wishes to provide support and assistance for the "Don't be A Statistic" Driver Safety Awareness Day and if so, in what capacity.

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

**Strategy:** S.03 Council provides equitable services, consistent with available resources and priorities to meet the Shire's identified needs and preferences.

**Term Achievement:** S.03.01 Services and programs that Council provides are determined based on equity, customer requirements and community benefits, best value and excellence.

**Operational Objective:** S.03.01.01 Appropriate services and programs are selected based on considerations of equity, best value, relevance and benefit to the community.

**POLICY IMPLICATIONS:**

Management Policy: Donation Policy – 'Council in accordance with the provisions of Section 356 of the *Local Government Act, 1993* may provide financial assistance by way of Donations to others, including charitable, community and sporting organisations. The purpose of providing Donations from public funds is to help promote or assist individuals or organisations for which there is a recognised public benefit, Generally the maximum donation provided will be \$200.00.'

**CHIEF FINANCIAL OFFICERS COMMENT:**

Funding could be sourced from Council's Section 356 Donations Allocation.

**LEGAL IMPLICATIONS:**

Nil

**RECOMMENDATION:**

*A matter for the Committee.*

## APPENDIX 1

**Education &  
Communities***Public Schools NSW*

Inverell Shire Council,  
Otho Street  
INVERELL 2360

DOC18/356151

I am writing to you regarding the Year 11 "Don't Be A Statistic" Driver Safety Awareness day, I am currently organising for our local and surrounding schools on Thursday 2 August 2018.

Representatives from the Ambulance, Police and The Brain Injury Unit from Hunter New England Health will be in attendance throughout the day to speak to our students about driver education. Also, we are planning a motor vehicle accident scenario involving the Inverell VRA and emergency services.

From discussions with the services involved a one day workshop for all schools in a central location not associated with any particular school would make best use of available resources.

I would appreciate the Council's consideration allowing the use of the Town Hall for this event at no cost. I also request the use of the parklands (driving range) behind the library for the simulated motor vehicle crash activity, as well as the use of the Council's pop up marques and assistance to erect them by Council Staff. Due to the number of students attending, I would also like to apply for a temporary road closure of Evans Street from Otho Street to Campbell Street.

The aim of the day's workshop is to impress upon our young drivers the traumatic effect of road crashes both emotionally and financially on families and the community.

Thank you for your consideration.

Yours sincerely

Jane Hunter  
Home School Liaison Officer  
Macintyre High School  
Inverell 2360

4 May 2018

<b>ITEM NO:</b>	3.	<b>FILE NO:</b> S32.10.1/11
<b>DESTINATION 1:</b>	A recognised leader in a broader context	<b>C</b>
<b>SUBJECT:</b>	<b>REQUEST FOR REDUCTION ON WATER ACCOUNT – 1 VIVIAN STREET, INVERELL.</b>	
<b>PREPARED BY:</b>	Somone McLachlan, Debtors Clerk	

**SUMMARY:**

Council has received a request seeking Council's assistance by issuing an amended account for the property, 1 Vivian Street, Inverell, based on average usage due to unexplained excessive water consumption.

The Committee is being asked to consider a confidential report in respect of this matter.

**COMMENTARY:**

The *Local Government Act 1993* (the Act), and the Local Government (General) Regulation 2005 makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that a Committee may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

- (a) *Personnel matters concerning particular individuals (other than councillors.)*
- (b) *The personal hardship of any resident or ratepayer.*
- (c) *Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*
- (d) *Commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the council, councillors, council staff or council property.*
- (g) *Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.*
- (h) *Information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

In considering whether to close a part of a meeting to the public and media, Councillors are also reminded of further provisions of s.10D of the Act which states:

***Grounds for closing part of meeting to be specified***

- (1) *The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.*
- (2) *The grounds must specify the following:*
  - (a) *the relevant provision of section 10A (2),*
  - (b) *the matter that is to be discussed during the closed part of the meeting,*
  - (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in Closed Committee provides the Committee with personal details of the resident.

The recommendation that this item of business be considered in Closed Committee specifically relies upon section 10A(2)(c):

- a) Personnel matters concerning particular individuals (other than councillors); and
- b) on balance, the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

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

**Strategy:** R.07 Council is recognised for and distinguished by its management, innovation and customer service.

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

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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the matter be referred to Closed Committee for consideration as:*

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

<b>ITEM NO:</b>	4.	<b>FILE NO:</b> S32.10.1/11
<b>DESTINATION 1:</b>	A recognised leader in a broader context	<b>C</b>
<b>SUBJECT:</b>	<b>REQUEST FOR REDUCTION ON WATER ACCOUNT – 135 BRAE STREET, INVERELL</b>	

**PREPARED BY:**

Somone McLachlan, Debtors Clerk

**SUMMARY:**

Council has received a request seeking Council's assistance by issuing an amended account for the property 135 Brae Street, Inverell based on average usage due to a water leak. The Committee is being asked to consider a confidential report in respect of this matter.

**COMMENTARY:**

The *Local Government Act* 1993 (the Act), and the Local Government (General) Regulation 2005 makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that a Committee may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

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- (b) *The personal hardship of any resident or ratepayer.*
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- (d) *Commercial information of a confidential nature that would, if disclosed:*
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  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the council, councillors, council staff or council property.*
- (g) *Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.*
- (h) *Information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

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

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

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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the matter be referred to Closed Committee for consideration as:*

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

<b>ITEM NO:</b>	5.	<b>FILE NO:</b> S32.10.1/11
<b>DESTINATION 1:</b>	A recognised leader in a broader context	<b>C</b>
<b>SUBJECT:</b>	<b>REQUEST FOR REDUCTION ON WATER ACCOUNT – 91 SHORT STREET, INVERELL</b>	
<b>PREPARED BY:</b>	Somone McLachlan, Debtors Clerk	

**SUMMARY:**

Council has received a request seeking Council's assistance by issuing an amended account for the property 91 Short Street, Inverell based on average usage due to a water leak. The Committee is being asked to consider a confidential report in respect of this matter.

**COMMENTARY:**

The *Local Government Act 1993* (the Act), and the *Local Government (General) Regulation 2005* makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that a Committee may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

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  - (b) *the matter that is to be discussed during the closed part of the meeting,*
  - (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in Closed Committee provides the Committee with personal details of the resident.

The recommendation that this item of business be considered in Closed Committee specifically relies upon section 10A(2)(c):

- a) Personnel matters concerning particular individuals (other than councillors); and
- b) on balance, the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

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

**Strategy:** R.07 Council is recognised for and distinguished by its management, innovation and customer service.

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



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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the matter be referred to Closed Committee for consideration as:*

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

<b>ITEM NO:</b>	6.	<b>FILE NO:</b> S32.10.1/11
<b>DESTINATION 1:</b>	A recognised leader in a broader context	<b>C</b>
<b>SUBJECT:</b>	<b>REQUEST FOR REDUCTION ON WATER ACCOUNT – 286 SWANBROOK ROAD, INVERELL</b>	
<b>PREPARED BY:</b>	Somone McLachlan, Debtors Clerk	

**SUMMARY:**

Council has received a request seeking Council's assistance by issuing an amended account for 285 Swanbrook Road, Inverell, based on average usage due to a water leak. The Committee is being asked to consider a confidential report in respect of this matter.

**COMMENTARY:**

The *Local Government Act* 1993 (the Act), and the Local Government (General) Regulation 2005 makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that a Committee may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

- (a) Personnel matters concerning particular individuals (other than councillors.)*
- (b) The personal hardship of any resident or ratepayer.*
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*

- (d) *Commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the council, councillors, council staff or council property.*
- (g) *Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.*
- (h) *Information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

In considering whether to close a part of a meeting to the public and media, Councillors are also reminded of further provisions of s.10D of the Act which states:

***Grounds for closing part of meeting to be specified***

- (1) *The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.*
- (2) *The grounds must specify the following:*
  - (a) *the relevant provision of section 10A (2),*
  - (b) *the matter that is to be discussed during the closed part of the meeting,*
  - (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in Closed Committee provides the Committee with personal details of the resident.

The recommendation that this item of business be considered in Closed Committee specifically relies upon section 10A(2)(c):

- a) Personnel matters concerning particular individuals (other than councillors); and
- b) on balance, the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

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

**Strategy:** R.07 Council is recognised for and distinguished by its management, innovation and customer service.

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

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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the matter be referred to Closed Committee for consideration as:*

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

<b>ITEM NO:</b>	7.	<b>FILE NO:</b> S2.17.10
<b>DESTINATION 2:</b>	A community that is healthy, educated and sustainable	<b>C</b>
<b>SUBJECT:</b>	<b>SAPPHIRE WIND FARM COMMUNITY BENEFIT FUND COMMITTEE MEMBERS</b>	
<b>PREPARED BY:</b>	Paul Henry, General Manager	

**SUMMARY:**

Expressions of Interest in the Sapphire Wind Farm Community Benefit Committee have closed. The Committee is being asked to consider the Expressions of Interest received which are detailed in a Confidential Report.

**COMMENTARY:**

The *Local Government Act* 1993 (the Act), and the Local Government (General) Regulation 2005 makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that a Committee may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

- (a) *Personnel matters concerning particular individuals (other than councillors.)*
- (b) *The personal hardship of any resident or ratepayer.*
- (c) *Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*
- (d) *Commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the council, councillors, council staff or council property.*
- (g) *Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.*
- (h) *Information concerning the nature and location of a place or an item of Aboriginal significance on community land.*

In considering whether to close a part of a meeting to the public and media, Councillors are also reminded of further provisions of s.10D of the Act which states:

***Grounds for closing part of meeting to be specified***

- (1) *The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.*
- (2) *The grounds must specify the following:*
  - (a) *the relevant provision of section 10A (2),*
  - (b) *the matter that is to be discussed during the closed part of the meeting,*
  - (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in Closed Committee provides the Committee with personal details of those people that have expressed an interest in the Community Benefit Fund Committee.

The recommendation that this item of business be considered in Closed Committee specifically relies upon section 10A(2)(c):

- a) Personnel matters concerning particular individuals (other than councillors); and
- b) on balance, the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

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

**Strategy:** R.07 Council is recognised for and distinguished by its management, innovation and customer service.

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

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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That the matter be referred to Closed Committee for consideration as:*

- i) *the report includes 'personnel matters concerning particular individuals (other than Councillors)' (Section 10A(2)(a) of the Local Government Act, 1993); and*

- i) *on balance the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.*

<b>ITEM NO:</b>	8.	<b>FILE NO:</b> S14.11.2
<b>DESTINATION 1:</b>	A recognised leader in a broader context	<b>R</b>
<b>SUBJECT:</b>	<b>ESTABLISHMENT OF THE NEW ENGLAND JOINT ORGANISATION (NEJO)</b>	
<b>PREPARED BY:</b>	Paul Henry, General Manager	

**SUMMARY:**

The purpose of this report is to confirm the establishment of the NEJO and to seek the Committee's determination of a number of related matters.

**COMMENTARY:**

Formal advice has now been received from the Office of Local Government that on 9 May, 2018, the Governor, the Hon David Hurley signed the proclamation establishing 11 Regional Joint Organisation across the State. The organisation must be operational on 1 July, 2018.

1. Membership

Inverell Shire Council has been proclaimed to be part of the New England Joint Organisation. The other Council members of this organisation are Armidale Regional, Glen Innes Severn, Moree Plains, Tenterfield and Uralla.

The application of Narrabri Shire Council to be a member of the NEJO is still with the Minister for Local Government for consideration. Advice has been received from Ms Alison McGaffin (Department Premier and Cabinet) that this application will be dealt with by consensus between the Office of Local Government and the NEJO once it is established and operating.

2. Inaugural Meeting

The first meeting of NEJO will be held on 25 June, 2018, in order to give effect to the proclaimed commencement date of 1 July, 2018.

At the inaugural meeting a significant number of governance matters will need to be considered and determined including the following:

- An Organisation Charter
- A draft Code of Conduct
- A draft Code of Meeting Practice
- Establishing an Organisation Structure, and
- Authorise the commencement of recruiting for an Executive Officer

3. Interim Executive Officer

On 1 July, 2018 every Joint Organisation (JO) is required to have an Executive Officer. As the majority of the 11 proclaimed JO's are 'new organisations', there is a need for these organisations

(including the NEJO) to appoint an Interim Executive Officer. This appointment can be for a 12 month period.

After a series of meetings and conversations between Mayors and General Managers of the NEJO, a request was made for Inverell Shire Council to permit the General Manager, Mr Paul Henry to undertake this role.

Cr Harmon advised the other member Councils that he would seek Council's consideration of permitting Mr Henry to be the Interim Executive Officer subject to the following conditions:

- The appointment be for a period of six (6) months ending on 31 December, 2018,
- The Board of NEJO determine the scope of the role of the Executive Officer and the nature of the position by 31/12/2018 eg permanent part time etc.
- That the NEJO pay Inverell Shire Council a monthly retainer for the services provided in establishing and administering the NEJO.

In addition the range of operational activities needing to be undertaken to establish the JO includes:

- Establishing a chart of accounts
- Receive and administer the \$300K operating grant
- Designing a website
- Obtaining an ABN and TFN
- Preparation of press releases on JO activities
- Filing of progress reports with the Office of Land Geovernment

Council has the support staff to assist the General Manager in fulfilling the administrative tasks associated with operation of the JO.

It is considered that during the 'start up' phase of the JO the administrative burden should not be overly onerous. However, as the organisation progresses beyond this phase and starts to implement the Strategic Plan for the JO the level of input required to keep the organisation functioning will increase.

By then, the Board of the JO will have determined the course of action to be taken in respect of a permanent appointment for the position.

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

**Strategy:** R.08 Council leads the community by influencing and participating in policy development to the benefit of the Shire through partnerships and alliances with government, regional interests, shire groups and communities.

**Term Achievement:** R.08.01 A targeted program of advocacy and policy discussion is being conducted with the active cooperation of others benefiting interests around social, environmental, economic and infrastructure priorities.

**Operational Objective:** R.08.01.01 To facilitate intergovernmental relations to ensure maximum cooperation between the Council and the Federal and State Governments to achieve the optimum support for the Inverell Shire

#### **POLICY IMPLICATIONS:**

Nil.

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

Nil.

#### **LEGAL IMPLICATIONS:**

Nil.

#### RECOMMENDATION:

*That the Committee recommend to Council that:*

- i) Council authorise Mr Paul Henry, to carry out the role of the interim Executive Officer for the NEJO subject to the following conditions:
  - a) The appointment be for a period of six (6) months ending on 31 December, 2018,
  - b) The Board of NEJO determine the scope of the role of the Executive Officer and the nature of the position by 31/12/2018 eg permanent part time etc.
  - c) That the NEJO pay Inverell Shire Council a monthly retainer for the services provided in establishing and administering the NEJO .
- ii) Council accept the \$300K establishment grant from the Office of Local Government and administer this fund on behalf of the NEJO.

ITEM NO:	9.	FILE NO: S12.8.20
DESTINATION 1:	A recognised leader in a broader context	<b>C</b>
SUBJECT:	WRITE OFF SUNDRY DEBTORS (LISTING)	
PREPARED BY:	Somone McLachlan, Debtors Clerk	

#### SUMMARY:

Council has a number of unrecoverable debts. A confidential report has been prepared for the Committee to consider in respect of possibly writing off the debts.

#### COMMENTARY:

The *Local Government Act* 1993 (the Act), and the Local Government (General) Regulation 2005 makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that a Committee may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

- (a) *Personnel matters concerning particular individuals (other than councillors.)*
- (b) *The personal hardship of any resident or ratepayer.*
- (c) *Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.*
- (d) *Commercial information of a confidential nature that would, if disclosed:*
  - (i) *prejudice the commercial position of the person who supplied it, or*
  - (ii) *confer a commercial advantage on a competitor of the council, or*
  - (iii) *reveal a trade secret.*
- (e) *Information that would, if disclosed, prejudice the maintenance of law.*
- (f) *Matters affecting the security of the council, councillors, council staff or council property.*

- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.

In considering whether to close a part of a meeting to the public and media, Councillors are also reminded of further provisions of s.10D of the Act which states:

**Grounds for closing part of meeting to be specified**

- (1) *The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.*
- (2) *The grounds must specify the following:*
  - (a) *the relevant provision of section 10A (2),*
  - (b) *the matter that is to be discussed during the closed part of the meeting,*
  - (c) *the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.*

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in Closed Committee provides the Committee with personal information about the sundry debtors.

The recommendation that this item of business be considered in Closed Committee specifically relies upon section 10A(2)(c):

- a) Personnel matters concerning particular individuals (other than councillors); and
- b) on balance, the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.

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

**Strategy:** R.07 Council is recognised for and distinguished by its management, innovation and customer service.

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

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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Nil.

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**



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*That the matter be referred to Closed Committee for consideration as:*

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

**TO ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING 13/06/2018**

<b>ITEM NO:</b>	1.	<b>FILE NO:</b> S.14.9.12
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>MANAGING CROWN LANDS</b>	
<b>PREPARED BY:</b>	Scott Norman, Director Corporate and Economic Services	

**SUMMARY:**

The Office of Local Government (OLG) has advised Council of changes to the crown reserve management under the *Crown Land Management Act 2016*. Council is asked to note the changed administrative arrangements and requirements.

**COMMENTARY:**

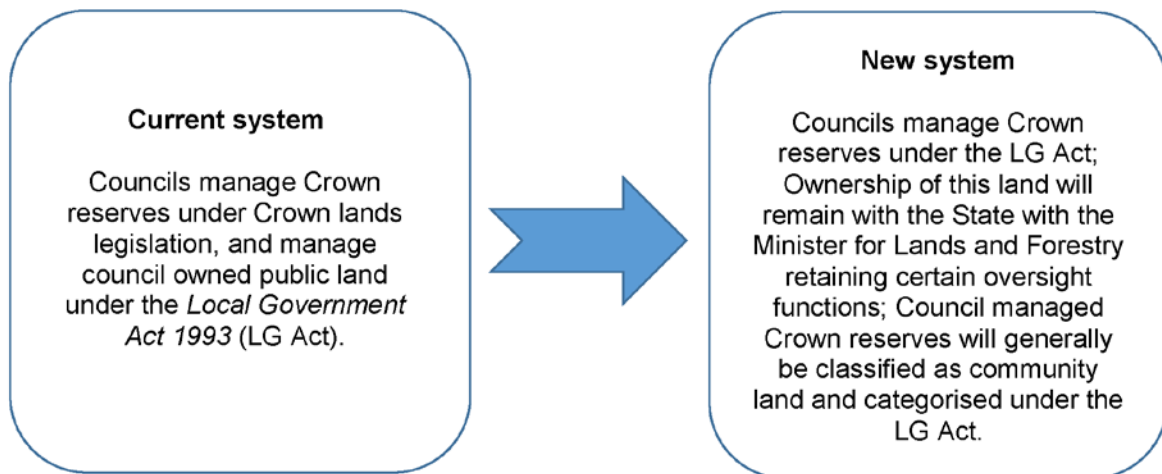
A comprehensive review of crown land management has produced a new framework that has been legislated through the *Crown Land Management Act 2016 (the Act)*, parts of which commenced 19 March 2018. Seven (7) Acts have been repealed or replaced by a single Crown Land Management Act.

Approximately half of NSW is Crown land. Crown land includes pastoral leases, roads reserves, state forests and national parks. This report deals specifically with Crown land reserves which are just one component of Crown land. There are approximately 34,000 reserves, 7,800 of which are managed by Councils as Trustees. Throughout NSW key infrastructure such as caravan parks, surf life saving clubs, showgrounds, race courses, aged care facilities and community centres are located on these reserves.

Currently Councils manage Crown reserves under the Crowns Lands legislation and council owned public land under the *Local Government Act 1993*. Key to the reforms is centralising the management of what is essentially all public land under the *Local Government Act 1993 (LGA)*.

Under the LGA, Crown reserves will be treated as community land as the default position although there are limited circumstances where they may be classified as operational land. It is a central tenant of the reforms that Crown land used predominately for local purposes should be managed by local Councils. As such the new framework allows for more automatus decisions by Councils and generally, Councils will not need Ministerial approval for dealings on Crown reserves. This comes with additional responsibilities the two most onerous being:

- Councils will be required to have plans of management under the *Local Government Act* for most Crown reserves that they manage. There are transitional arrangements to allow Council's to establish plans of management over three years.
- Councils will be required to appoint a trained native title manager who will be responsible for providing advice on certain dealings with land that may be affected by native title. (ISC will initially seek to up skill existing staff).



The legislative changes do not change the ownership of Crown land which will remain with the State. However, the new legislation does allow for land that is identified as being primarily land of local community value, for example local parks and sporting grounds, to be vested in councils. The identification of land of local significance will be guided by local land criteria and will also be detailed in regulations published later this year.

There are a number of safeguards associated with these legislative provisions.

- The Act explicitly requires council consent to any transfers. There will be no forced transfers of Crown land to council ownership – it will be entirely voluntary and by agreement. Councils will have the opportunity to consider the value of the land, including any resourcing implications, before agreeing to any voluntary land transfers.
- Any land subject to an undetermined Aboriginal land claim may only be vested in a local council with the consent of the claimant (either Local Aboriginal Land Council or the NSW Aboriginal Land Council).
- The Act allows for covenants to be placed on title to land. There may be circumstances where it is appropriate to put covenants on the title to land that is vested in councils to restrict how the land is used and managed into the future.

In practice, vesting of local land to councils will be progressed through voluntary three-way negotiations involving the State, local councils and Aboriginal Land Councils under the Land Negotiation Program.

Once land is transferred, it is no longer Crown land and is held by council in freehold. Any income generated by that land will then be retained by the council.

OLG has developed a Councillors Information slide pack that provides further explanation. It can be viewed online at <https://www.olg.nsw.gov.au>

#### **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.01.10 Best Practice in Land Use Administration has been adopted and implemented.

**Operational Objective:** S.01.10.01 To provide and maintain a modern efficient and reliable land use administration system which enables the effective and efficient management of Shire land.

**POLICY IMPLICATIONS:**

Nil at this stage. Policy implication may be identified as the changes are implemented.

**CHIEF FINANCIAL OFFICERS COMMENT:**

Not quantified at this stage. There will be additional work during the implementation of the changes and with the ongoing administration the new arrangements. There may be small administrative savings in the simplified management arrangements for Crown reserves.

**LEGAL IMPLICATIONS:**

Councils will be required to employ or an engaged trained native title manager who will be responsible for providing advice on certain dealings for land that may be affected by native title.

The legislative changes do not change the ownership of Crown land which will remain with the State. There are mechanisms that may transfer freehold title of Crown reserves to Council.

<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S15.8.77/01
<b>DESTINATION 2:</b>	A community that is healthy, educated and sustainable	<b>C</b>
<b>SUBJECT:</b>	<b>CAREERS AND LIFE CHOICES EXPO 2018</b>	
<b>PREPARED BY:</b>	Christy Galbraith, Corporate Support Officer – General Duties	

**SUMMARY:**

Council will host its biennial Careers Expo on Wednesday, 20 June, 2018. This year's event is co-funded by the NSW Youth Opportunities Program and forms part of Council's broader youth calendar. The event will showcase employers, education and volunteering opportunities and encourage youth to be volunteer and job ready.

**COMMENTARY:**

Every two (2) years, Council hosts a careers expo for high school students across the region. This year, the event will be held Wednesday, 20 June, 9.30am – 2.30pm.

A list of 44 exhibitors has been assembled, with the event to take place on Varley Oval for the first time. Guest speaker for the event is Steven Bradbury, Winter Olympic Gold medalist, successful business owner and motivational speaker.

Event exhibitors include organisations from Sydney, Brisbane and throughout New South Wales. They include Inverell LGA's major employers, three (3) universities, apprenticeship providers, 3D gaming designers, a fashion design school, Australian Defence Forces, emergency services, renewable energy and the agriculture industry. A full list of exhibitors is detailed below.

Council will attend with an exhibit site and members of the public are also invited to attend. Schools from across Inverell LGA, as well as those from Moree and Glen Innes will participate in the event.

List of Exhibitors

Apprenticeship Support Australia	Armajun Aboriginal Health Service
BEST Employment	Bindaree Beef
Brighter Access	Bunnings
Community College – Northern Inland	Crowe Horwath
Defence Force Recruiting	Eastcorp Business Services
Essential Energy	Goldwind Australia – White Rock Wind Farm
Hunter-New England Health	Humble Sage Games
HVTC North West	Inverell District Family Services
Inverell Times	Inverell Rescue Squad (VRA)
Inverell Shire Council	Joblink Plus
Kirinari Community Services	Local Land Services
McGregor Gourlay	McLachlan's Smash Repairs
McLean Care	New Careers for Aboriginal People
NSW Police	Precise Design
Regional Australia Bank	Rural Fire Service – Northern Tablelands
Sapphire Wind Farm	Simply Print Anything
Southern Cross University	TAFE NSW – Inverell Campus
Training Services NSW	The Dust Jacket
University of Southern Queensland	University of New England
Whitehouse Institute of Design	Woolworths
WorkPac Group	Vital Health Inverell

<b>ITEM NO:</b>	3.	<b>FILE NO:</b> S10.19.1
<b>DESTINATION 2:</b>	A community that is healthy, educated and sustainable	<b>C</b>
<b>SUBJECT:</b>	<b>SOLAR POWER PURCHASE AGREEMENTS</b>	
<b>PREPARED BY:</b>	Scott Norman, Director Corporate and Economic Services	

**SUMMARY:**

This report is provided for information.

The Office of Environment and Heritage has established a Solar Power Purchase Agreement (PPA) Suppliers Panel. Preapproved suppliers will install solar panels on the roof of Council buildings and sell the electricity to Council for typically 20% cheaper than government contract rates. Council is investigating potential sites to install panels under a Solar PPA.

**COMMENTARY:**

The NSW Government Solar PPA Suppliers Panel can offer NSW Government agencies the option to access solar power without the upfront cost.

What is a Solar Power Purchase Agreement?

A solar PPA is an agreement to host a solar system on the agency's roof who then buys the power it produces at a reduced cost from the solar supplier, who owns and maintains the system. Power prices under a solar PPA are typically 20% cheaper than government contract rates.

ISC is already enjoying the benefits of solar power and many of Council's prime sites already have solar panels fitted. Council met the initial investment on these panels; a solar PPA avoids this initial upfront cost. Ongoing maintenance and repair costs are also covered by the supplier.

#### How Does the Solar PPA Supplier Panel Work?

The Office of Environment and Heritage has developed standard contracts and vetted prequalified suppliers, this means a lot of the due diligence work has been done for Council. It also provides some assurance that the arrangement provides legitimate savings.

The term of the contract and price is determined with reference to the site and power requirements. Once a site has been scoped out, multiple suppliers can provide proposals. This provides a competitive environment between panel members. At least some of the panel members are committed to using local contractors to install and maintain the panels. The ownership of the panels can be transfer to Council at the end of the contract at a predetermined price.

#### Where is the opportunity for ISC?

As mentioned, many of ISC facilities already have solar panels on the roof; an investigation will be conducted to identify potential sites from the remaining locations.

An exciting possibility involves pump stations which traditionally pump at night on an off peak traffic. Switching these to solar would require switching to daytime pumping which would have obvious implications for the water reticulation network. Careful analysis of the impacts and possible returns will be required but the potential savings makes the investigation worth while.

#### **POLICY IMPLICATIONS:**

Nil

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

It is possible/probable that owning the panels may deliver greater savings; this should be considered in the analysis of any offers. The transfer of risk and responsibly to a third party is of genuine value to Council as is the ease of procurement this model offers. The opportunity cost of committing capital would also need to be considered when comparing an outright purchase.

#### **LEGAL IMPLICATIONS:**

Solar PPA's are a long term binding contract.

<b>ITEM NO:</b>	4.	<b>FILE NO:</b> S28.10.5
<b>DESTINATION 2:</b>	A community that is healthy, educated and sustainable	<b>C</b>
<b>SUBJECT:</b>	<b>BONSHAW COMMUNITY MEETING JUNE 2018</b>	
<b>PREPARED BY:</b>	Scott Norman, Director Corporate & Economic Services	

#### **SUMMARY:**

This report is for Committee's Information.

At the invitation of the Bonshaw community, Council representatives attended a community meeting at Bonshaw Tuesday, 5 June, 2018. The meeting was to review a list of community requests arising from a similar meeting in May 2017.

**COMMENTARY:**

At the invitation of the Bonshaw community, Cr Harmon, Cr Dight, Paul Henry (General Manager) and Scott Norman (Director Corporate and Economic Services) attended a community meeting at Bonshaw Tuesday 5 June 2018. At the meeting 15 Bonshaw community members were present. The meeting was to review a list of community requests arising from a similar meeting in May 2017.

The Mayor gave a short address and Mr Henry delivered the following update on the requests arising from the last meeting.

**Drainage** – Requested drainage works have been picked up during regular maintenance. Pot holes near the shop have also been repaired.

**Slashing & Spraying, some areas were being missed on some runs** – Consulted with school. Areas are now being maintained.

**Hole in Pipe between septic trenches beside Hall** – Has been repaired.

**Walkway between Bruxner and Texas Street** – Area has been tidied and sprayed.

**Guide Posts near Shop** – Guideposts have been installed.

**Laneway between Hall and Bruxner Way** – Suggestion was that it be closed off as it was untidy. Council response was it will require further investigation and discussion between Council and the Community as lane provides access to public toilets. Response from the floor at the meeting was that some in the community were strongly opposed to closing the lane.

**School Maintaining and Mowing Park** and would appreciate some quid pro quo in return. There has been an offer to supply mulch to the School. The school to contact Ashford Works Depot to arrange delivery.

**Sign to Texas at the Bruxner** – Sign has been ordered and will be installed once received.

**Mobile Phone Coverage** - Council has previously made representations and submitted grant funding applications to improve mobile phone coverage in the area. Council will continue to advocate for the improvement of services in the area.

**Bonshaw Weir Crossing Upgrade** – During floods the approach on the NSW side is submerged much longer than the rest of the crossing. The Council response reported to the meeting was that Council continues to advocate on the issue and the Member Northern Tablelands aware of it. It is much more probable that the approach will be raised than the height of the Weir.

**Repairs to Hall** – Most items on the list have been actioned; there are still some outstanding issues that will be addressed in the coming months. Some additional maintenance items were added to the list on the night and these will be passed onto the responsible Council Officer.

**Internal Bathroom and Air-conditioning to make the Hall suitable for use as Evacuation Centre** – Council responded that there are no funds currently allocated to cater for the requests and these are future potential budget considerations. Council continues to make representations and apply for grant funding for these improvements.

**Toilets for Park beside School** – Council response was the installation and ongoing operation of additional toilets is currently beyond Council's means and it is unlikely that they will be installed.

**General condition of existing public toilets** – Council response was the toilets have been refurbished and vegetation was removed in order to improve access to existing facility (at the time of inspection the toilets were in a well maintained condition). Council's northern staff will continue to monitor the condition of the facility to determine if more frequent maintenance is required. Toilets are now cleaned twice weekly by Council, contract cleaning 3 times per week is currently being investigated. The meeting was asked if there was any local interest in a contract for more frequent cleaning.

**Amenities at the T - Intersection of the Bruxner Highway and Ashford Road.** There was discussion in regard to a possible rest area at the intersection. It was concluded the priority was to provide bins at the intersection. This request will be passed onto the responsible Council Officer.

**Bin & Toilet at Bonshaw Weir** – Council's response was this issue has previously been investigated and land is not controlled by Council.

**Resurfacing the Tennis Courts** – Grant applications have been unsuccessful to date. The School has a synthetic facility and Garry Barton, the School Principal was at the meeting and supported public access to the Courts. The Courts are not lit and it was resolved that future grant applications should focus on lighting for the School Courts. The meeting was also asked to consider alternate uses for the site of the existing Tennis Courts.

**Bonshaw Entrance Signage** – Budget is available for signs, this is a combination of grant funding and a contribution from Council. Photographs from entrance signs from other Shire communities were circulated as examples and the meeting was asked for ideas. A local survey has been conducted and the flowing slogans were suggested, they are listed in order of preference.

1. "Bonshaw - Heart of the Dumaresq Valley" (approximately 50% of votes)
2. "Bonshaw – The Middle of Everywhere" equal second with "Bonshaw on the Border"
3. "Bonshaw on the Dumaresq"

It was resolved the welcome signs should read "Bonshaw - Heart of the Dumaresq Valley".

The meeting also resolved that the imagery on the signs should reflect the surrounding hills, the river and bountiful agricultural production. Council will work with these themes to produce some suggested designs.

**Information Signs** – The meeting was asked to consider what type of information should be included. The style and content of the information signs at Texas were considered a reasonable starting point.

**Dilapidated Building on Bruxner Highway opposite the Store** – It had been suggested that the building could be used for fire fighting training. This has been referred to RFS for consideration.

**Avenue of Trees to be established through town.** Council asked for suggestions as to the species of trees and a planting guide. Assistance with watering until the trees are established was also requested. A meeting of interested Bonshaw locals has been organised to discuss this and in particular the installing of the watering line for the trees by volunteers. Council has undertaken to identify the closest water supply.

**Closing of the Tip and Opening of the Transfer Station.** In response to the previous request to seal the road to the tip to reduce the dust nuisance, Council responded it was not in any forward budgets and unlikely to happen. There was a general discussion about the operation of the new transfer station including opening hours, payment methods and access. There was also a request for weekly recycling pickups.

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

**Strategy:** C.01 Facilitate the provision of a broad range of services and opportunities which aid the long term sustainability of the community.



**Term Achievement:** C.01.03 Facilitate community development and growth through the support of community groups.

**POLICY IMPLICATIONS:**

Nil

**CHIEF FINANCIAL OFFICERS COMMENT:**

Where possible, requests will be met from existing budget allocations. Where this is not possible, they will be included in future budget considerations. Several requests are reliant on grant funding and applications will be made when appropriate grant opportunities are identified.

**LEGAL IMPLICATIONS:**

Nil

**RECOMMENDATION:**

*That the items contained in the Information Reports to the Economic & Community Sustainability Committee Meeting held on Wednesday, 13 June, 2018, be received and noted.*

**TO ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING 13/06/2018**

<b>ITEM NO:</b>	1.	<b>FILE NO:</b> S12.12.2/09
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure	<b>S</b>
<b>SUBJECT:</b>	<b>GOVERNANCE - MONTHLY INVESTMENT REPORT</b>	
<b>PREPARED BY:</b>	Paul Pay, Manager Financial Services	

**SUMMARY:**

To report the balance of investments held as at 31 May, 2018.

**COMMENTARY:**

Contained within this report are the following items that highlight Council's Investment Portfolio performance for the month to 31 May, 2018 and an update of the investment environment:

- (a) Council's investments as at 31 May, 2018
- (b) Council Investments by Fund as at 31 May, 2018
- (c) Interest – Budgeted vs Actual.
- (d) Investment Portfolio Performance.
- (e) Investment Commentary.
- (f) Certification – Responsible Accounting Officer.

## A) Council Investments as at 31 May, 2018

Term Deposit Investment Group										
Investment No.	Borrower	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value	Term (days)
17/53	CBA	General	A1+	1	09-Jun-17	08-Jun-18	2.56%	1,000,000	1,000,000	364
17/54	National Australia Bank	General	A1+	1	14-Jun-17	14-Jun-18	2.53%	1,000,000	1,000,000	365
17/56	Westpac Bank	General	A1+	1	28-Jun-17	28-Jun-18	2.69%	2,000,000	2,000,000	365
17/57	Westpac Bank	Water	A1+	1	28-Jun-17	28-Jun-18	2.69%	1,000,000	1,000,000	365
17/58	Westpac Bank	General	A1+	1	28-Jun-17	28-Jun-18	2.69%	2,000,000	2,000,000	365
18/22	Suncorp Bank	General	A1+	1	14-Dec-17	12-Jul-18	2.50%	1,000,000	1,000,000	210
18/01	CBA	General	A1+	1	17-Jul-17	17-Jul-18	2.56%	3,000,000	3,000,000	1095
18/26	Bank West	Sewer	A1+	1	17-Jan-18	17-Jul-18	2.55%	2,000,000	2,000,000	181
18/19	Bank of Queensland	General	A1	2	27-Nov-17	25-Jul-18	2.55%	1,000,000	1,000,000	240
18/04	CBA	General	A1+	1	01-Sep-17	01-Aug-18	2.50%	1,000,000	1,000,000	334
15/10	Bank of Queensland	General	A1	2	02-Sep-14	03-Sep-18	4.10%	1,000,000	1,000,000	1462
18/05	CBA	General	A1+	1	18-Sep-17	14-Sep-18	2.63%	1,000,000	1,000,000	361
18/06	National Australia Bank	Water	A1+	1	27-Sep-17	27-Sep-18	2.61%	1,000,000	1,000,000	365
18/06	St George Bank	General	A1+	1	02-Oct-17	02-Oct-18	2.62%	1,000,000	1,000,000	365
18/08	St George Bank	General	A1+	1	07-Oct-17	07-Oct-18	2.62%	2,000,000	2,000,000	366
18/09	St George Bank	General	A1+	1	07-Oct-17	07-Oct-18	2.62%	2,000,000	2,000,000	366
18/10	National Australia Bank	General	A1+	1	10-Oct-17	09-Oct-18	2.58%	1,000,000	1,000,000	364
18/11	St George Bank	General	A1+	1	16-Oct-17	16-Oct-18	2.60%	1,000,000	1,000,000	365
18/12	AMP BANK	General	A1	2	27-Nov-17	27-Nov-18	2.60%	2,000,000	2,000,000	365
18/13	AMP BANK	General	A1	2	27-Nov-17	27-Nov-18	2.60%	1,000,000	1,000,000	365
18/14	AMP BANK	Water	A1	2	27-Nov-17	27-Nov-18	2.60%	1,000,000	1,000,000	365
18/15	AMP BANK	General	A1	2	27-Nov-17	27-Nov-18	2.60%	1,000,000	1,000,000	365
18/16	National Australia Bank	Sewer	A1+	1	27-Nov-17	27-Nov-18	2.50%	2,000,000	2,000,000	365
18/17	Bank West	General	A1+	1	27-Nov-17	27-Nov-18	2.55%	2,000,000	2,000,000	365
18/18	Suncorp Bank	General	A1+	1	27-Nov-17	27-Nov-18	2.50%	1,000,000	1,000,000	365
18/21	St George Bank	Water	A1+	1	01-Dec-16	30-Nov-18	2.50%	1,000,000	1,000,000	364
18/23	National Australia Bank	General	A1+	1	14-Dec-17	14-Dec-18	2.52%	2,000,000	2,000,000	365
18/24	Community Mutual	Water	NR	3	14-Dec-17	14-Dec-18	2.51%	2,000,000	2,000,000	365
18/25	National Australia Bank	General	A1+	1	09-Jan-18	09-Jan-19	2.52%	1,000,000	1,000,000	365
18/27	National Australia Bank	General	A1+	1	15-Mar-18	09-Jan-19	2.60%	2,000,000	2,000,000	365
18/28	Westpac Bank	Water	A1+	1	15-Mar-18	15-Mar-19	2.67%	1,500,000	1,500,000	365
18/29	Westpac Bank	Sewer	A1+	1	15-Mar-18	15-Mar-19	2.67%	1,500,000	1,500,000	365
18/30	National Australia Bank	General	A1+	1	27-Mar-18	27-Mar-19	2.66%	2,000,000	2,000,000	365
18/31	CBA	General	A1+	1	12-Apr-18	12-Apr-19	2.68%	1,000,000	1,000,000	365
18/32	St George Bank	General	A1+	1	17-Apr-18	17-Apr-19	2.76%	2,000,000	2,000,000	365
18/33	CBA	General	A1+	1	18-Apr-18	18-Apr-19	2.72%	1,000,000	1,000,000	365
Sub Total - Term Deposit Investment Group								TOTALS	52,000,000	52,000,000

Cash Deposits Accounts Investment Group									
As at Date	Borrower	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value
31/5/18	National Australia Bank (Cash Maximiser)	General	A1+	1			1.50%	1,000,000	1,000,000
Sub Total - Cash Deposits Accounts Investment Group								1,000,000	1,000,000
Floating Rate Notes Investment Group									
As at Date	Borrower	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value
Sub Total - Floating Rate Notes Investment Group							-	-	

**B) Council Investments by Fund 31 May, 2018**

Portfolio by Fund	30/04/2018	31/05/2018
General Fund	40,000,000	40,000,000
Water Fund	7,500,000	7,500,000
Sewer Fund	5,500,000	5,500,000
<b>TOTAL</b>	<b>\$ 53,000,000</b>	<b>\$ 53,000,000</b>

Council investment portfolio remained neutral during May 2018. This was in respect of normal cash flow movements for receipts collected and payments made during May 2018.

While the level of Investments has been largely maintained over recent years these will decrease during 2017/2018 as a number of major projects are completed. These include:

- Inverell Sewerage Treatment Works \$ 2.0 M
- Infrastructure Backlog Program \$ 3.3M
- Waste Infrastructure Program \$ 1.5M
- 2017/2018 Revotes \$13.1M
- 

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

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

	Ledger	2017/2018 Budget	Actuals to Date
General Fund	128820	879,000.00	551,918.45
Water Fund	812350	50,000.00	56,059.96
Sewer Fund	906320	70,000.00	51,115.08
<b>TOTAL</b>		<b>\$ 999,000.00</b>	<b>\$ 659,093.49</b>

The interest received to date (cash basis) is in accordance with Budget and does not include accruals. It is again expected that Council's Investment Portfolio will achieve benchmark returns in 2017/2018.

**D) Investment Portfolio Performance**

Investment Portfolio Return		Benchmarks		
	% pa	RBA Cash Rate	Aus Bond Bank Bill	11am Cash Rate
Benchmark as at 31-5-18		1.50%	1.98%	1.50%
Term Deposits	2.64%			
Cash Deposit Accounts	1.50%			
Floating Rate Notes				
Structured Products*	0.00%			

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

#### E) Investment Commentary

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

Council's investment portfolio of \$53M is almost entirely invested in fixed term deposits. Overall, the portfolio is highly liquid, highly rated and short-dated from a counterparty perspective.

Michael Chandra from Imperium Markets provided that following commentary on Fixed Interest Outlook:

*"The market continues to price in another 2 US Fed hikes over 2018 (June and December) and an additional 3 over 2019. There is some possibility of 3 additional hikes this year if the economy keeps exceeding expectations and inflation builds momentum.*

*Although global bond yields have generally risen over the past year, fixed bonds continue to remain expensive on a historical basis. Their longer-term outlook remains unattractive given the expectation of a pick-up in global growth, the progressive normalisation of global interest rates and a reduction in central bank's balance sheets (US and Europe).*

*Over the medium term, the RBA continues to expect to see a gradual pick-up in wages as the economy strengthens and unemployment gradually reduces, both of which should result in an up-tick in inflation.*

*The Board remains comfortably on hold and is likely to remain at its current neutral position for the foreseeable future. Wage growth remains a key source of concern as inflation appears to be inching towards their target band of 2-3%.*

*The RBA minutes revealed that the progress in returning inflation to the mid-point of the target range is expected to be gradual, with the Board indicating "it would be appropriate to hold the cash rate steady and for the Reserve Bank to be a source of stability and confidence".*

*Reflecting the overall state of the economy, the RBA sees no strong case for a near term adjustment in monetary policy. The broader market also currently does not support any near-term monetary policy action by the RBA. In fact, the futures market currently prices in a flat interest rate outlook over the coming 12 months, with the first rate rise pushed back until late 2019"*

It is also worth noting that the Fair Work Commission has announced a 3.5% increase in minimum wages following the 2018 Annual Wage Review. This increase will apply to base wage rates in all Federal Awards commencing 1 July 2018. This announcement supports the RBA current position and will place pressure on inflation in future months.

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

**F) Certification – Responsible Accounting Officer**

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

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

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

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

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

**POLICY IMPLICATIONS:**

Nil.

**CHIEF FINANCIAL OFFICERS COMMENT:**

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

**LEGAL IMPLICATIONS:**

Nil.

**RECOMMENDATION:**

*That:*

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

<b>ITEM NO:</b>	2.	<b>FILE NO:</b> S12.5.1	
<b>DESTINATION 5:</b>	The communities are served by sustainable services and infrastructure		<b>S</b>
<b>SUBJECT:</b>	<b>BUDGET AND OPERATIONAL PLAN REVIEW 2017/2018</b>		
<b>PREPARED BY:</b>	Scott Norman, Director Corporate & Economic Services		

**SUMMARY:**

Council is required to report on its Operational Plan and Council's Responsible Accounting Officer is required to report as to whether they believe that the Budget Review Statement indicates that the financial position of the Council is satisfactory, having regard to the original estimate of income and

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expenditure, and if unsatisfactory, make recommendations for remedial action. It is required that the Committee adopt the report.

**COMMENTARY:**

**2017/2018 BUDGET VARIATIONS:**

It is advised that Council's financial position remains sound.

The following table represents variations required to be made to budget votes as a result of changes since the last meeting to ensure the 2017/2018 Budget remains in balance. (also see Appendix 1, G12 – G13). Those items identified as requiring funding since the adoption of the 2017/2018 budget have now been funded in full

The Budget Variations for 2017/2018 are as follows:

**COMBINED FUND - BUDGET VARIATION SUMMARY REPORT  
ESTIMATED CASH POSITION 30 JUNE, 2018  
FOR 2017/2018 ACTIVITIES**

	<b>General</b>	<b>Water</b>	<b>Sewer</b>	<b>Total</b>
<b>Adopted Budget 2017/2018</b>	7,697,947	836,952	704,949	9,239,848 Deficit
Add Back Depreciation	(6,682,350)	(838,000)	(706,000)	(8,226,350) (Non-cash)
Add Back Carry Amount Assets Sold	(239,800)	-	-	(239,800) (Non-Cash)
Internally Restricted Cash Utilised	(776,965)			(776,965)
Transferred to Internally Restricted Cash	-	-	-	-
<b>ESTIMATED CASH RESULT FOR 2017/2018 ACTIVITIES</b>	<b>(1,168)</b>	<b>(1,048)</b>	<b>(1,051)</b>	<b>(3,267) SURPLUS</b>
<b>2017/2018 Budget Variations Required to Maintain a Balanced Budget</b>				
<b>REVOTES</b>	7,970,470	1,395,488	3,771,497	13,137,455
<b>UNEXPENDED GRANTS</b>	2,390,447	-	-	2,390,447
Adjustments 30-9-17	200,000	-	-	200,000
Adjustments 31-12-17	492,500	-	-	492,500
Adjustments 31-3-18	-	-	-	-
Adjustments 31-5-18	85,150	-	-	85,150
<b>SUB TOTAL</b>	<b>11,138,567</b>	<b>1,395,488</b>	<b>3,771,497</b>	<b>16,305,552</b>
<b>Internally Restricted Cash Utilised</b>	<b>(777,650)</b>	<b>-</b>	<b>-</b>	<b>(777,650)</b>
<b>FUNDED FROM EQUITY</b>	<b>(10,360,917)</b>	<b>(1,395,488)</b>	<b>(3,771,497)</b>	<b>(15,527,902)</b>
<b>NET BUDGET VARIATIONS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVISED CASH RESULT FOR 2016/2017 ACTIVITIES</b>	<b>(1,168)</b>	<b>(1,048)</b>	<b>(1,051)</b>	<b>(3,267) SURPLUS</b>

**DEFINITIONS:**

- 1) **REVOTES** - Revotes are works budgeted and funded in the previous Financial Year, carried forward for completion in the current financial year. Revotes only occur if cash funding remains available from that previous Financial Years Budget to fund the works. The cash is held as equity.
- 2) **FUNDED FROM EQUITY** - Represents Cash funding received in previous financial years from Revenues, Grants and Other Sources and held as Cash due to its non-expenditure, carried forward to fund the required works in the current Financial Year.
- 3) **INTERNALLY RESTRICTED CASH** - Is cash held in investments to fund future financial obligations, for example Employee Leave Entitlements, Future Projects etc. These funds are not part of Council's Working Capital. The expenditure of funds from Council's Internally Restricted Cash does not impact on Council's ability to undertake its regular activities. Internally Restricted Cash does not include unexpended Grant Funds or Funds which are subject to External Restrictions and Legislative Restrictions in respect of their use.
- 4) **BALANCED BUDGETS** - Council has adopted the principle of delivering "Balanced Budgets" as a major means of ensuring its operations are sustainable in the medium and long term. In determining that this objective is being met, the "Revised Cash Result" must be a "Surplus" for each of



The report indicates that the Net Budget Variations for 2017/2018 continue to remain at “Zero”. Councillors will note that expenditure has increased by \$4.821M, while revenue has increased by \$4.044M. The “zero” change position is achieved by utilising Internally Restricted Assets (IRA). This means that all budget variations required to be made to this point, to cover increased or additional expenditures, have been fully funded from either Council receiving additional income or alternately from reductions in expenditures in other areas. There has been no reduction in Working Capital.

#### **GENERAL FUND – OPERATIONAL PLAN REVIEW:**

The General Fund remains in balance with the predicted Cash Surplus in respect of 2017/2018 operations remaining unchanged following approval of the Budget Variations attached to this report (refer Appendix 1, G12 – G13). This is after transfers to/from Internally Restricted Assets and Revotes from previous years and the bringing forward of Grant Funding received in 2016/2017 which will be expended in 2017/2018.

A range of additional costs have and are expected to be incurred in the General Fund over the year. These are to be funded as indicated in the Budget Variation Report, from cost savings in other areas and from additional income received.

A comprehensive review of the General Fund Budget indicates that overall, incomes and expenditures to 31 May 2018 are in accordance with the adopted budget. All matters not in accordance with the adopted Budget are included in the Budget Variation Report.

Overall, the Operational and financial position of the General Fund Function is sound.

#### **WATER FUND – OPERATIONAL PLAN REVIEW:**

Overall, the Operational and financial position of the Water Fund Function is sound.

#### **SEWERAGE FUND OPERATIONAL PLAN REVIEW:**

The Sewerage Fund continues to hold a sound operational and financial position.

#### **OPERATIONAL PLAN – COMBINED FUND**

Overall Council’s operational and financial position in respect of its five (5) destinations are sound. The following information is provided in respect of major issues and projects that Council is leading, participating in, or delivering in 2017/2018:

- Destination 1 – A recognised leader in the broader context:
  - Participation in Road Funding meetings with the Roads and Maritime Services;
  - Participation in New England Northwest Regional Tourism meetings
  - Participation in New England Destination Management Hub.
  - Participated in meetings with New England Councils Joint Organisation of Councils in the New England. Secretariat for the Group.
  - Participated in Border Region Organisation of Councils Meeting.
  - Seeking grants for the benefit of the community
  - White Ribbon Australia workplace accreditation implementation with final workplace survey underway.
  - Sponsor acquisition prize of Inverell Art Prize
  - Initiate inaugural NAIDOC week art exhibition
  - Secure Country Cricket Championships for Inverell
  - Host Australia Day Celebrations across the Shire
  - Secure funding for community noticeboards in the Shire’s Villages
  - Participation in the Northern Inland Risk Management Group
  - Match Standard field lighting installed at sporting complex
  - Host elite rugby league clinics with Pacific Sports Marketing

- Partner with Pathfinders to host youth scavenger hunt
- Destination 2 – A community that is healthy, educated and sustained:
  - Women in Business workshops for 188 women
  - Youth Opportunities Programs in progress to engage young people aged 12-20 with 232 participants
  - Joint initiative with BEST Employment to commence free learn to swim classes
  - Facilitation role for “Linking Together Centre” and development of strong partnerships with Best Employment, State and Federal Government funding bodies;
  - Assist with Sapphire City Festival;
  - Assist with Grafton to Inverell cycle race;
  - Participation in New England Cooperative Library
  - Working with BEST Employment in respect of the management rights of the Linking Together Centre.
  - White Ribbon Community Project action plan being implemented with final workplace survey underway.
  - Participate in the Community Violence Prevention Team movie night at Waratah Park South Inverell.
  - Completed Yetman Hall Upgrade
  - Completed Yetman Recreation Centre Upgrade and cricket pitch upgrade
  - Facilitate Grandparents Day
  - Augment launch of Inverell Park run
  - Successful grant submission from Social Housing Community Infrastructure
  - Secured Funding for LTC building modifications to assist in the establishment of a drop-in centre. Quotation phase now complete
  - Secure funding for upgrade of Library Management System
  - Support youth week initiatives with movie screening
  - Crime Prevention Plan public exhibition completed.
- Destination 3 – An environment that is protected and sustained:
  - Partnering with Local Land Services in River Rehabilitation & Weeds Removal Programs;
  - Remove Harrisia Cactus at Yetman
  - Remove Water Lettuce at Beebo West
  - Participated in Cross Borders Working Group on weed control meetings
  - Participated in Northern Inland Regional Waste meetings
  - Submitted grant applications for two new transfer stations and remediation works at four rural landfills
  - Ongoing works at May Street Park to improve riverbank environment.
  - Adopted Open Space Strategy
  - Completed draft LEMP
  - Assist Yetman community to secure weed funding for Mimosa Bush control on Yetman Common.
  - Erect educational signage on Macintyre River for river rehabilitation program.
  - Outreach National Science Week activities at Inverell Public School
  - Secure funding from Local Land Services for river rehabilitation in Inverell
  - Upgrade pathway at Ross Hill Reserve
  - Further improvements at the Inverell Landfill.
- Destination 4 – A strong Local Economy:
  - Complete TCRP renewal of Otho Street
  - Participated in a wide range of Tourism and Marketing Shows;
  - Participated in Inverell Promotional Activities with the Inverell Chamber of Commerce and Industry
  - Secure funding for Small Business up skilling workshop
  - Completed upgrade works at Inverell Airport Terminal

- Liaised with Fly Corporate on the commencement of new Regular Passenger Transport (RPT) service from Brisbane – Inverell – Moree – Brisbane
  - Support Inverell Chamber of Commerce's "Shop Local & Festival of Christmas campaigns"
  - Cod Cash Fishing Tournament event completed for 2018 with over 700 registered competitors. Project review underway.
  - Public art installed in Ashford and Yetman
- Destination 5 – The Communities are served by sustainable services and infrastructure:
    - Community signage funding secured for Bonshaw
    - Commenced and completed a range of Road Upgrade Projects on the Regional Road and Local Road Network;
    - Completed a significant quantum of Shire Roads Gravel Resheeting;
    - Completed a significant quantum of heavy patching throughout the Shire;
    - Completed Council's 2017/2018 bitumen reseal program;
    - Completed 2016/2017 Financial Statements – sound financial result achieved.
    - Upgrades of infrastructure at Inverell Pool
    - Completed upgrade works at Inverell Sports Complex
    - Completed replacement of Tin Tot Bridge
    - Commenced upgrade works at the Inverell Sewerage Treatment Plant.
    - Recreation Grants awards for community groups
    - Community consultation for Open Space Strategy
    - Continual Roll out of Solar Lighting Infrastructure.
    - Secure funding for assessment of Higher Mass Vehicle network expansion.
    - Participation in the Northern Inland Risk Management Group
    - Complete extension of Inverell cycleway in Belgravia
    - Completed installation of new scoreboard at Varley Oval
    - Review of Council's Business Continuity Plan underway

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

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

**Operational Objective:** CS.04 Financial Services – 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:**

No Council or Management Policy is relevant at this time, however, adoption of the recommendation will ensure that Council's philosophy of maintaining "balanced budgets" is continued.

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

In accordance with the Local Government (General) Regulation 2005 it is my opinion that the Quarterly Budget Review Statement for Inverell Shire Council for the quarter ended 31 May, 2018 indicates that Council's projected financial position at 30 June 2018 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Adoption of the proposed budget variations as indicated above will maintain Council's 2017/2018 Budget in balance, with an indicative surplus of \$3,267.

#### **LEGAL IMPLICATIONS:**

Council is required to comply with the provisions of the *Local Government Act, 1993* and *Local Government Regulation, 2005* in these matters.

**RECOMMENDATION:**

*That the Committee recommend to Council that the proposed variations to budget votes for the 2017/2018 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2018 from operations of \$3,267.*

## APPENDIX 1

BUDGET VARIATIONS - FINANCE MEETING 13-6-2018			
ITEM/LEDGER NO.	DESCRIPTION	AMOUNT \$	COMMENT/REASON
<b>GENERAL FUND</b>			
<i>Increase/Decrease in INCOME</i>			
122400-1000	Block Grant Income	49,000	Additional Grant Income allocated by RMS
127950-1000	Aerodrome - Rents and Fee Income	2,975	Additional income received
128280-1000	Caravan Park - Sundry Income	29,570	Additional income received
123340-1000	Sundry Admin Income	5,675	Additional income received - Court orders for property damage
148013-1000	Grant Income-NSW Dept Industry-Small Business Month	5,000	Grant Income
137349-1000	Grant Income 2018-LLS-Healthy River Program-Bridge/Bridge Weed	25,000	Grant Income
145876-1000	Grant Income-Safer Roads-Fatal Crashes Initiatives 2017/2018	50,000	RMS Grant Funding
121205-1000	Grant Income - Growing Local Economies	25,000	Business Case Development - Tingha Bridge Roundabout
122370-1000	Grant Income - SH12	277,159	RMS Grant Funded works on SH12 - Replace steel safety barriers
<b>TOTAL INCREASE IN INCOME</b>		<b>469,379</b>	<i>Positive figure indicates increased income, (Negative) figure indicates decreased income)</i>
<i>Increase/Decrease in EXPENDITURE</i>			
137561-1000	Block Grant Capital Projects	47,000	Additional Block Grant Income allocated by RMS
137840-1000	Block Exps-Traffic Facilities	2,000	Additional Block Grant Income allocated by RMS
137100-1000	Inverell Baths/Swimming Pool	29,570	Additional maintenance expenses
137101-1000	Inverell Swimming Pool - Capital Works	85,150	Replace Heat Pumps (Funded from IRA)
130290-1000	Valuation Fees	25,850	Revaluation of Land and Buildings in accordance with legislative requirements
147120-1000	Aerodrome Inverell	15,000	Update Aerodrome and Safety Manuals to include RPT service.
129380-1000	Special Projects	(40,850)	Funding for above
137500-1000	Civic Hall - Inverell M & R	8,650	Application of Fire Retardant to curtains at Town Hall
135770-1000	Ashford Street/Gutter Clean	1,055	additional costs incurred
137155-1000	Passive Parks - Rest Areas North	(1,055)	funding for above
137120-3500	Sporting Fields - Yetman	1,030	additional costs incurred
137280-3230	Street Mowing - Yetman	(1,030)	funding for above
137140-1000	Sporting Fileds Ashford	1,500	additional costs incurred
137150-3600	Passive Parks - Ashford	(1,500)	funding for above
137690-1120	BLK - MR 137 North Inv/Bonshaw	49,800	Additional heavy patching and shoulder maintenance for safety purposes.
137830-1000	BLK-Heavy Patching-Region Rds.	(21,499)	funding for above
137561-1000	Block Grant Capital Projects	(25,709)	funding for above
137630-1120	Blk-MR 63 -49.35 Nth Warialda	(2,592)	funding for above
137710-1120	BLK- MR187 North Inv/Rocky Dam	4,355	additional costs incurred
137630-1120	Blk-MR 63 -49.35 Nth Warialda	(4,355)	funding for above
139260-1000	Rural Seal Roadside Growth Control - North	4,930	additional costs incurred
139270-1000	Rural Seal Roadside Furnishings - North	(4,930)	funding for above
146330-4500	Bonshaw Depot	1,580	additional costs incurred
146320-4570	Yetman Depot	(1,580)	funding for above
143010-1100	RP-MR63 63.2 to 64.2km north of warialda (P.0009174.01)	59,747	Additional costs due to dry weather and soft subgrade
137561-1000	Block Grant Capital Projects	(59,747)	funding for above
139170-1000	Maint Roadside Furnish South	4,620	additional costs incurred
140140-1000	Roadside Furnishings	(4,620)	funding for above
140050-1000	Unsealed Village Maint	2,820	additional costs incurred
139300-1000	Heavy Patching Shire Roads	(2,820)	funding for above
140120-1000	Gravel Patching - South	10,435	additional costs incurred
140190-1000	Gravel Resheeting - Minor Roads	(10,435)	funding for above
140150-1000	Drainage Structures - South	5,970	additional costs incurred
139300-1000	Heavy Patching Shire Roads	(5,970)	funding for above
140630-1000	Shire Roads Timber Clearing	1,925	additional costs incurred
139300-1000	Heavy Patching Shire Roads	(1,925)	funding for above
135900-1000	Urban Drainage Maint	10,285	additional costs incurred
140550-1000	Roads & Traffic Signs	(10,285)	funding for above
139010-1000	Inverell Seal Maintenance	16,620	additional costs incurred
148408-1000	DCES-Maintenance Activity from Asset Mgt System	(16,620)	funding for above
140000-1000	Inverell Unsealed Maint	1,285	additional costs incurred
140510-1000	Paved Footpaths Maint	(1,285)	funding for above
140520-5940	Villages Unpaved Footpaths	5,625	additional costs incurred
137235-1000	Parks - Street Precincts	(5,625)	funding for above
140540-1000	Tree Plant & Pots Mtc	4,585	additional costs incurred
137214-1000	Parks - Campbell + Bridge Approches	(4,585)	funding for above
148014-1000	NSW Dept Industry-Small Business Month	5,000	Small Business Month - Grant Funded
137350-1000	LLS-Healthy River Program-Bridge/Bridge Weed Remove	25,000	Weeds Project - Grant Funded
145877-1000	Expenses-Safer Roads-Fatal Crashes Initiatives 2017/2018	50,000	RMS Grant Funded Program
121205-1000	Growing Local Economies	25,000	Business Case Development - Tingha Bridge Roundabout
138900-1000	SH12 Ordered Works	277,159	Works on SH12 - Replace Steel Safety Barriers
<b>TOTAL INCREASE IN EXPENDITURE</b>		<b>554,529</b>	<i>Positive figure indicates increased expenditure, (Negative) figure decreased expenditure)</i>
<b>NET CHANGE TO CURRENT BUDGET Surplus/(Deficit)</b>		<b>85,150</b>	<i>Positive figure indicates increased expenditure, (Negative) figure decreased expenditure)</i>
<i>Restricted Assets</i>			
61950-6220-31505	Swimming Pools Upgrade	85,150	Funding for heater pump upgrades
<b>TOTAL FUNDING FROM RESTRICTED ASSETS</b>		<b>85,150</b>	
<b>FUNDED FROM EQUITY (G5795.000)</b>			
<b>NET CHANGE TO FINANCIAL POSITION Surplus/(Deficit)</b>		<b>-</b>	

WATER FUND			
<i>Increase/Decrease in INCOME</i>			
812230-1000	Sundry Income	8,270	Additional Income Received - Assistance to NBN installations
<b>TOTAL INCREASE IN INCOME</b> 8,270 <i>Positive figure indicates increased income,(Negative) figure indicates decreased income)</i>			
<i>Increase/Decrease in EXPENDITURE</i>			
812420-1000	Sundry Admin Expenses	5,120	Water Directorate Membership
814620-1000	Reservoir - Inverell West	3,150	additional costs incurred
814500-6380	Treatment Works Inverell	31,590	Additional Chemical Costs
814810-4510	Pump Station - Copeton Ps 2	(31,590)	Funding for above - savings in energy costs
815020-1000	Mains Maintenance & Working expenses	9,780	additional costs incurred
815030-1000	Mains 525 Maintenance & Working Expenses	(9,780)	additional costs incurred
<b>TOTAL INCREASE IN EXPENDITURE</b> 8,270 <i>Positive figure indicates increased expenditure, (Negative) figure decreased expenditure)</i>			
<b>NET CHANGE TO CURRENT BUDGET Surplus/(Deficit)</b> - <i>Positive figure indicates increased expenditure, (Negative) figure decreased expenditure)</i>			
SEWER FUND			
<i>Increase/Decrease in INCOME</i>			
906040-1000	Sewer - Occupied charge	4,150	Additional Income Received
911000-1000	Sewer Section 64 income	5,265	Additional Income Received
906220-1000	Application Fees - Sewer Plans	5,210	Additional Income Received
<b>TOTAL INCREASE IN INCOME</b> 14,625 <i>Positive figure indicates increased income,(Negative) figure indicates decreased income)</i>			
<i>Increase/Decrease in EXPENDITURE</i>			
906440-3670	Treatment Works - Other	49,625	Inverell Treatment Plant Sludge Bed Removal
906450-1000	Sewer - Operations	(10,000)	Funding for above
906470-1000	Pumping stations & Plant Costs	(15,000)	Funding for above
906460-4510	Pumping stations Energy costs	(5,000)	Funding for above
906430-4510	Treatment Works - Energy Costs	(5,000)	Funding for above
<b>TOTAL INCREASE IN EXPENDITURE</b> 14,625 <i>Positive figure indicates increased expenditure, (Negative) figure decreased expenditure)</i>			
<b>NET CHANGE TO CURRENT BUDGET Surplus/(Deficit)</b> - <i>Positive figure indicates increased expenditure, (Negative) figure decreased expenditure)</i>			