

MINUTES OF THE ORDINARY MEETING OF INVERELL SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 23 MAY 2018, COMMENCING AT 3 PM.

PRESENT: Cr A A Michael [Chairperson], Crs D F Baker, C M Dight, P A King, J N McCosker, S J Berryman, J A Watts and M J Peters.

The Acting General Manager (Brett McInnes) and Director Corporate & Economic Services (Scott Norman).

SECTION A

APOLOGIES S13.6.9/10

Cr P J Harmon (Mayor) tendered his apologies and sought leave of absence for personal reasons.

44/18 RESOLVED (Baker/Berryman) *that the apology from Cr Harmon due to his absence for personal reasons be accepted, and that leave of absence be granted.*

A minutes silence was observed to show respect for and acknowledge the passing of *Dr William (John) Irvine, former Councillor, Inverell Municipal Council (1971-1973) and Inverell Shire Council (1991-2012) and Joe Henry, father of Paul Henry (General Manager).*

CONFIRMATION OF MINUTES S13.5.2/10

45/18 RESOLVED (Baker/Berryman) *that the Minutes of the Ordinary Meeting of Council held on 26 April, 2018, as circulated to members, be confirmed as a true and correct record of that meeting.*

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

There were no interests declared.

PUBLIC FORUM S13.5.6/10

The address by representatives of the Inverell Community Gardens was deferred until meeting of the Economic and Community Sustainability Committee of Wednesday 13 June 2018.

**SECTION B
ADVOCACY REPORTS**

1. BORDER REGIONAL ORGANISATION OF COUNCILS (BROC)

Cr Dight reported on the quarterly meeting of the Border Regional Organisation of Councils (BROC) that was held in Bingara on 4 May, 2018. The meeting was addressed by James McTavish, the NSW Cross Border Commissioner, Adam Marshall, MP for the Northern Tablelands, Derek Baker, Professor of Agribusiness from the UNE and the General Manager of the Gwydir Shire.

RESOLVED (Dight/Watts) *that:*

- i) *Inverell Shire Council approach the Cross Border Commissioner, James McTavish regarding the Cunningham's Weir Upgrade project for consideration in*

the Cross Border Commission Infrastructure Fund;

- ii) Inverell Shire Council support BROC in utilising the UNE Agribusiness road ratio analysis for assessing the value of the Bruxner Way; and*
- iii) Inverell Shire Council review their 'self-help' policy for the purposes of shire road management and investigate the best possible application for these type of arrangements.*

Cr King Volunteers Week

Reported that Volunteers Week 2018 runs from 21-27 May and wished to acknowledge all volunteers within the Inverell Shire and thank them for their efforts. Cr King also reported he attended the Opening of the Otho Street Redevelopment.

Cr Baker NSW Public Libraries Association, North East Zone Branch meeting

Reported that she attended the NSW Public Libraries Association, North East Zone Branch meeting recently held in Armidale and a full report will be submitted to the Economic and Community Sustainability Committee.

Cr Peters Regional Australia Institute (RAI)

Reported he attended a board meeting of the Regional Australia Institute (RAI) and the launch of RAI newest policy paper – The Missing Workers – that highlights an opportunity for a new national policy.

Cr McCosker Grafton to Inverell Cycle Classic

Reported he attended the finish of the Grafton to Inverell Cycle Classic. He noted that the music from the Multicultural Festival at times drown out the race commentary. He also attended the Race Dinner that night and noted that there was no Council representative present at the dinner to present the Council sponsored award.

Cr Michael Otho Street Redevelopment

Cr Michael reported on behalf of Cr Harmon that he had attended the opening of the Otho Street Redevelopment, the Multicultural Festival and the finish of the Grafton to Inverell Cycle Classic.

Cr Michael Resurfaced Netball Courts

Cr Michael reported on behalf of Cr Harmon that he had attended the opening of the resurfaced netball courts.

Cr Michael Multicultural Festival

Cr Michael reported on behalf of Cr Harmon that he had attended the Multicultural Festival and the finish of the Grafton to Inverell Cycle Classic.

Cr Michael Multicultural Festival

Reported that from his observation and from feedback he received the

Multicultural Festival was a success and complemented the finish of the Grafton to Inverell Classic extremely well.

He also reported that Caroline McCosker had been elected Chair of the Cultural Council.

SECTION C COMMITTEE REPORTS

CSOP-A 1. **ABORIGINAL CONSULTATIVE COMMITTEE MEETING MINUTES - 10 APRIL 2018 S2.14.1**

46/18 RESOLVED (King/Baker) that:

- i) *the Minutes of the Aboriginal Consultative Committee Meeting held on Wednesday, 10 April, 2018, be received and noted; and*
- ii) *Council assists the Myall Creek Committee address the issues associated with the conduct of the 2018 Myall Creek Memorial Event.*

CSOP-A 2. **ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 9 MAY 2018 S4.11.17/10**

47/18 RESOLVED (Watts/Dight) that:

- i) *the Minutes of the Economic & Community Sustainability Meeting held on Wednesday, 9 May, 2018, be received and noted; and*
- ii) *the following recommendation of the Economic & Community Sustainability Committee be adopted:*

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

That Council make a donation to The Sapphire City Concert Band of \$2000.

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

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**

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

That Council support Inverell Chamber of Commerce efforts to lobby the New South Wales Government for an increase in the current payroll tax threshold.

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

That Council adopt:

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

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

That Council note:

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

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

That Council

- i) *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) *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.*

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

That Council:

- i) *Not accede to the request to waive the final payment of Loan Agreement DA-7/2011; and*
- ii) *Authorise the General Manager to negotiate alternate payment terms agreeable to both parties.*

CSOP-A

3. **CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MEE MEETING MINUTES – 9 MAY 2018 S4.11.16/10**

48/18 RESOLVED (Baker/Peters) *that:*

- i) *The Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 9 May, 2018, be received and noted; and*
- ii) *The following recommendation of the Civil & Environmental Services Committee be adopted:*

1. GRAVEL AVAILABILITY - IMPACTS ON WORKS PROGRAM S28.26.2

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

2. 2017-2018 BITUMEN RESURFACING PROGRAM S28.21.1/11

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

3. FREIGHT AND HEAVY VEHICLE TRAFFIC ON CLASSIFIED ROADS S16.7.19/05

That Council:

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

4. COMMUNICATIONS STRATEGY - STRUCTURE PLANS FOR NEW RESIDENTIAL AREA S18.6.65

That The Communication Strategy, Inverell Shire Council Structure Plan for New Residential Areas 2018 be endorsed by Council.

5. TREE REPLACEMENT PLAN – ROSS STREET, INVERELL S21.7.8/11

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

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

6. UPDATE ON THE INVERELL DISTRICT HOSPITAL REDEVELOPMENT S7.2.12

That Council:

- i) *Note that Health Infrastructure will be pursuing the hospital redevelopment approval pursuant to Part 5 of the Environmental Planning and Assessment Act 1979 for the Inverell District Hospital Redevelopment; and*
- ii) *Council's Manager Development Services provide Council with information relating to the car park infrastructure and the works at the intersection of Moore St entrance to the Hospital when a final determination is made by Health Infrastructure.*

SECTION D DESTINATION REPORTS

CSOP-A 1. REQUEST TO ESTABLISH NEW LEASE AGREEMENT – UNDER SAME TERMS AND CONDITIONS – MANUEL & RACHEL MESZAROS S5.10.95

49/18 RESOLVED (Peters/Watts) *that Council enter into a Licence Agreement with Manuel & Rachel Meszaros for Part Lot 112, DP 753277 Rifle Range Road, Inverell.*

- i) *for a five (5) year period with a further five (5) year option;*
- ii) *the Licence fee be \$140.55 per annum (GST Inclusive) with a 3% increase per annum; and*
- iii) *the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

RC-A 2. SALE OF LAND FOR UNPAID RATES – UPDATE S12.8.9/04

50/18 RESOLVED (Peters/Baker) that

- i) *the report be received and noted; and*
- ii) *the General Manager be authorised to set the value of the one and only bid on each property.*

DCS-A 3. PROPOSED RELOCATION OF COMMUNITY GARDEN S3.16.3

51/18 RESOLVED (King/Baker) that Council work with the Inverell District Family Services and The Inverell Community Garden Committee to develop a detailed proposal for shared use of the Ross Street/ Swanbrook Road Reserve.

GM-A 4. INVERELL FRIENDS OF THE LIBRARY S3.6.5

52/18 RESOLVED (Baker/King) that:

- i) *the information be received and noted; and*
- ii) *the following persons be authorised as office bearers of the Inverell Friends of the Library Committee:*

<i>President:</i>	<i>Mrs Bev Parlevliet</i>
<i>Vice President:</i>	<i>Mrs Kathy Hunt</i>
<i>Secretary:</i>	<i>Ms Nancy Wilkins</i>
<i>Assistant Secretary:</i>	<i>Mrs Anna Morse</i>
<i>Treasurer:</i>	<i>Mrs Jill Burtenshaw</i>
<i>Publicity Officer:</i>	<i>Mrs Anna Morse</i>
<i>Archive Recorder:</i>	<i>Mrs Anna Morse</i>

**SECTION E
INFORMATION REPORTS**

- 1. ABS REPORT ON POPULATION GROWTH SINCE 2016 CENSUS S14.16.9
- 2. STRATEGIC TASKS – 'SIGN OFF' – MAY 2018 S4.13.2
- 3. QUESTIONS WITHOUT NOTICE – MAY 2018 S13.5.5/09
- 4. CONSTRUCTION CERTIFICATES APPROVED FOR APRIL 2018 S7.2.4/11
- 5. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING APRIL 2018 S7.2.4/11
- 6. SUMMARY OF BUILDING CONSTRUCTION FOR APRIL 2018 S7.2.4/11
- 7. DEVELOPMENT CONSENTS AND REFUSALS DURING APRIL 2018

S18.10.2/11

8. VARIATION TO DEVELOPMENT STANDARDS APPROVED DURING APRIL 2018 S18.10.2/11
9. SEPTIC TANK APPROVALS FOR APRIL 2018 S29.19.1
10. ORDINANCE ACTIVITIES REPORT FOR APRIL 2018 S18.10.1

53/18 RESOLVED (Berryman/Baker) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 23 May 2018, be received and noted.

**SECTION F
QUESTIONS WITHOUT NOTICE**

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| QWN/ORD 17 /18
Cr Baker | <u>Town Centre Renewal Project</u>

Cr Baker asked if thanks could be conveyed to Council staff associated with the Town Centre renewal project in Otho Street, noting the efforts involved in delivering the project. |
| QWN/ORD 18 /18
Cr McCosker | <u>Bus stopping locations – South of Inverell</u>

Cr McCosker asked if thanks could be conveyed to Council staff and in particular Mr Scott Hamilton for the recent upgrade of the bus stopping locations to the south of Inverell. |
| DCS-A
QWN/ORD 19 /18
Cr McCosker | <u>Draft 2018/2019 Budget - Village Works – Community Suggested Projects</u>

Cr McCosker asked the rationale behind the allocation of funds behind Village Works – community suggested projects in the 2018/19 budget.

The Director Corporate and Economic Services advised he understood the distribution of funds was consistent with past practices however he would take it as a question on notice and provide additional information. |
| QWN/ORD 20/18
Cr McCosker | <u>Proposed shared bicycle/pedestrian path between Gilgai and Inverell</u>

Cr McCosker questioned there being no reference to a proposed shared bicycle/pedestrian path between Gilgai and Inverell in the 2018/19 draft budget.

The Acting General Manager advised that Council had resolved to further investigate the project including undertaking a community survey. This is yet to occur. |
| QWN/ORD 21/18
Cr McCosker | <u>Council representation at Formal Engagements</u>

Cr McCosker asked what the process is for determining who represents Council at formal engagements.

The Acting Mayor, Cr Michael advised that the Mayor is Council's representative at any formal engagements, further if the Mayor is |

unable to attend he will seek to delegate the role to another Councillor, observing the practice that this is usually the Deputy Mayor.

QWN/ORD 22 /18 Draft 2018/2019 Budget - Joint Industry Promotions

Cr McCosker

Cr McCosker asked the nature of the \$117.8K identified for joint industry promotions in the draft 2018/19 budget.

The Acting General Manager advised this was generally a recurrent budget item to provide Council with the capacity to partner with business and industry in the Shire to promote employment development and broaden the economic base of the Shire.

QWN/ORD 23 /18 Draft 2018/2019 Budget – Councillor Training

Cr McCosker

Cr McCosker sought additional information regarding the \$10K identified in the draft 2018/19 budget for councillor training.

The Director of Corporate and Economic Services advised that it is a provisional allocation that has been made noting the likely mandatory future training requirements for Councillors.

QWN/ORD 24 /18 Draft 2018/2019 Budget – Material changes

Cr McCosker

Cr McCosker sought clarification regarding the table of material changes to the budget included in the 2018/19 budget.

The Director of Corporate and Economic Services advised the items in brackets were a credit (a reduction in expenditure compared to the prior year) and offset additional expenditure.

QWN/ORD 25 /18 Clear Zone Protection

Cr McCosker

Cr McCosker sought clarification regarding as to what is clear zone protection.

The Acting General Manager explained this was road side vegetation clearing to maintain appropriate clear zones.

QWN/ORD 26 /18 Councillor Training

Cr Peters

Cr Peters asked if Council has an adopted policy regarding the process for expenditure associated with Councillor Training.

DCS-A

54/18 RESOLVED (Peters/McCosker) that Council be provided with a report covering the period 1 July 2013 to date identifying all expenditure on Councillor professional development including training and conferences.

QWN/ORD 27 /18 Public Library Conference

Cr Baker

Cr Baker sought approval to attend the Public Library Conference.

55/18 RESOLVED (Baker/King) that Cr Baker attends the Public Library Conference and subsequent leave of absence from the

November Ordinary Council meeting be granted.

There being no further business, the meeting closed at 4.10pm.

CR A A MICHAEL

CHAIRPERSON