



Inverell Shire Council



Sunday, 11 November, 2018 marks the 100th anniversary of the Armistice – Inverell Remembers

Business Paper
Ordinary Meeting of Council
Wednesday 28 November, 2018

INVERELL SHIRE COUNCIL

NOTICE OF ORDINARY MEETING OF COUNCIL

23 November, 2018

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 28 November, 2018, commencing at **3pm**.

Your attendance at this Ordinary Meeting of Council would be appreciated.

P J HENRY PSM

GENERAL MANAGER

A G E N D A

SECTION A	APOLOGIES CONFIRMATION OF MINUTES DISCLOSURE OF CONFLICT OF INTERESTS/PECUNIARY AND NON-PECUNIARY INTERESTS PUBLIC FORUM
SECTION B	ADVOCACY REPORTS
SECTION C	COMMITTEE REPORTS
SECTION D	DESTINATION REPORTS
SECTION E	INFORMATION REPORTS
SECTION F	QUESTIONS WITHOUT NOTICE
SECTION H	CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)

2PM	AFTERNOON TEA
3.15PM	AUDITORS PRESENTATION

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.





MEETING CALENDAR

October 2018 – September 2019

Ordinary Meetings:

Time: 3.00 pm

Venue: Council Chambers

OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed
24	28	19	No Meeting	27	27	24	22	[^] 26	24	28	25

Major Committee Meetings:

Civil and Environmental Services - 9.00 am

Economic and Community Sustainability - 10.30 am

Venue: Committee Room

OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed
10	14	No Meeting	No Meeting	13	13	10	8	12	10	14	11

Members of the public are invited to observe meetings of the Council.

Should you wish to address Council, please contact the Office of the General Manager on 6728 8206.

[^] Meeting at which the Management Plan for 2019/2020 is adopted.

DECEMBER 2018

SUN	MON	TUE	WED	THU	FRI	SAT
30.	31.					1.
Sapphire City Markets 2.	3.	4.	5.	6.	7.	8.
9.	10.	11.	12. Citizenship Ceremony			15.
Sapphire City Markets 16.	17.	18.	19.	20.	21.	22.
23.	24.			27.	28.	29.

 Council office closed

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MINUTES OF THE ORDINARY MEETING OF INVERELL SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 24 OCTOBER, 2018, COMMENCING AT 3 PM.

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

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

SECTION A

APOLOGIES S13.6.9/11

The General Manager advised that Cr Watts tendered her apology and sought leave of absence for personal reasons.

143/18 RESOLVED (Berryman/Dight) *that the apology from Cr Watts due to her absence for personal reasons be accepted, and that leave of absence be granted.*

CONFIRMATION OF MINUTES S13.5.2/11

144/18 RESOLVED (King/Baker) *that the Minutes of the Ordinary Meeting of Council held on 26 September, 2018, as circulated to members, be confirmed as a true and correct record of that meeting with the exception of the words "The preparation of a separation agreement by Council's solicitor" on page 9 of the draft minutes which were deleted from the draft minutes of the meeting prior to adoption.*

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

There were no interests declared.

PUBLIC FORUM S13.5.6/11

At this juncture, the time being 3.07 pm, the Mayor welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak:

Peter Jarret representing Sta FM Inverell Community Radio S15.8.90

Sta FM is seeking assistance with funding for a Digital Media Creation and Education Centre based out of the former Inverell Times Building. The facility would be made publicly available with potential users including rural students, educators, local businesses and community organisation. The Centre would include an audio recording studio, a digital video studio and smaller digital media audio and video centre rooms. These smaller rooms would house a mix down studio, a voice over booth; digital media post production, the Community Radio Station and administration offices. The estimated capital budget is \$840K and the annual operation budget is estimated at \$165K.

A contribution of \$250K is sought from the \$1M Drought Stimulus package to fund Stage 1 of the building fit out which involves internal walls, glazing and some air-conditioning.

Bob Bensley – Inverell Hospital Redevelopment S7.2.12

Mr Bensley addressed Council in regards to his concerns that the range of services offered at the redeveloped Inverell Hospital will not meet expectations, in particular access to CT Scanning services at all times, the range and number of operations carried

out the hospital, the expected decrease in patient transfers to larger centres and the access trainee doctors have to observe procedures. He is also concerned that the Annual Clinical Plan is not released for public information as a matter of course.

Nicky Lavender – Inverell Chamber of Commerce and Industry S8.5.3 + S15.8.90

Nicky Lavender addressed Council on the Chamber's upcoming promotional program to boost local economic activity. The program planned to be staged over 8 months ending June 2019. The program includes the "Choose Inverell" marketing campaign, the Festival of Christmas, the Business Passport program, subsidies to businesses with marketing and a program of targeted promotions focusing on a different sector of the local economy each month. ICCI is seeking a contribution from Council of \$150K some or all of which could come from the Drought Resilience Funding. ICCI are proposing to contribute \$30K.

At this juncture, the time being 3.36 pm, the Public Forum Session closed and Council resumed the balance of the Agenda.

1. MAYORAL MINUTE: SEPARATION AGREEMENT S22.19.1 & 2763

130/18 RESOLVED (Harmon/Baker) *that the matter be referred to Closed Council 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.*

2. NOTICE OF BUSINESS – COUNCIL CIRCULAR 18-14 AUDITOR GENERAL'S REPORT TO PARLIAMENT ON THE 2016-17 FINANCIAL AUDITS OF NSW COUNCILS S13.5.3 & S12.11.2

3. NOTICE OF BUSINESS – INTERNAL AUDIT SERVICES S13.5.3 & S4.11.21

4. NOTICE OF BUSINESS – COUNCILLOR TRAINING & EXPENSES S13.5.3 & S13.6.11

131/18 RESOLVED (Peters/McCosker) *that the responses supplied by the General Manager to the issues raised in the notice of motions be noted.*

**SECTION B
ADVOCACY REPORTS**

Cr Harmon Sacred Heart Parish Inverell

Cr Harmon attended 150 years anniversary celebrations of the Sacred Heart Parish Inverell.

Cr Harmon Esther Gardiner's second book of poems

Cr Harmon attended the Launch of Aunty Ester Gardiner's second book of poems at the Inverell Public Library on 18 October.

Cr Harmon LGNSW Annual Conference

Cr Harmon attended LGNSW Annual Conference at Albury.

Cr King Esther Gardiner's second book of poems

Cr King attended the Launch of Aunty Esther Gardiner's second book of poems at the Inverell Public Library.

Cr Baker Multi Agency Drought Relief response meeting

Cr Baker commended the Multi Agency Drought Relief response meeting that have been conducted at Senator Williams Office. She said they have resulted in a more co-ordinated response.

Cr Dight Ashford Salami Festival

Cr Dight reported the Ashford Salami Festival was a success despite a wet day.

SECTION C COMMITTEE REPORTS

CSO-P 1. **CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES – 10 OCTOBER 2018 S4.11.16/10**

132/18 RESOLVED (*Baker/Berryman*) that:

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 10 October, 2018, be received and noted; and*
- ii) *the following recommendation of the Civil & Environmental Services Committee be adopted by Council:*

1. **TRANSFER OF CROWN ROAD – CARL TOMES LANE S28.10.SR134**

- i) *Council accept control of Carl Tomes Lane as a Council Public Road; and*
- ii) *Management Policy – Road Hierarchy be amended to include the updated classifications for Carl Tomes Lane to "Rural Minor" for its entire length.*

2. **RESIDENTIAL LAND REVIEW S18.6.51**

That the Water Contribution Subsidy Contribution Scheme be updated consistent with the following:

- i) *A subsidy in the amount of \$2,570 per lot is offered on the water contribution for all new standard density residential lots created and offered to the market;*
- ii) *The subsidy applies for the period of the 2018 and 2019 calendar years;*
- iii) *The subsidy is capped at a maximum of 75 lots;*
- iv) *The subsidy only applies in the R1 General Residential Zone;*
- v) *The subsidy not apply to multi-unit dwelling developments;*
- vi) *The subsidy only applies for lot releases of 1 into 3 lots or greater; and*
- vii) *The subsidy only applies for lot releases that are considered Subdivision Certificate ready and have a marketing arrangement in place.*

3. PETITION REGARDING VEGETATION IN FRAZERS CREEK - ASHFORD VILLAGE S18.6.17

- i) *The information in the report be received and noted;*
- ii) *Staff undertake further investigation and liaison with relevant Government Agencies to determine an appropriate course of action;*
- iii) *A further report be presented to the Committee outlining the findings of the investigation; and*
- iv) *The lead author of the petition be formally advised of Council's course of action.*

4. URBAN WORKS PROGRAM S28.21.1/11

- i) *The information in the Urban Works Program be noted;*
- ii) *The following addition be made to the Urban Works Program as presented; As part of the ongoing Inverell Town Centre Redevelopment Plan, that detailed site and engineering design plans be prepared for Byron Street between Campbell and Lawrence Street.*

5. HIGHER MASS LIMIT ASSESSMENT - WARIALDA, YETMAN, BINGARA, BUNDARRA, GUYRA, AND INVERELL-BONSHAW ROADS S15.8.48

That the entire length of the Warialda Road, Yetman Road, Bingara Road, Bundarra Road, Guyra Road and Inverell-Bonshaw Road within the Inverell Shire be approved for Higher Mass Limit vehicle access and that these routes be included in the Roads and Maritime Services HML maps.

6. PROCUREMENT OF BITUMEN AND AGGREGATE SERVICES – 2018-2019 BITUMEN RESEALING PROGRAM – CONFIDENTIAL S28.28.5/02

That the information contained in the report be received and noted, that a contract has been awarded to NSW Spray Seal P/L for the estimated sum of \$2,304,068.

CSO-P

2. ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 10 OCTOBER 2018 S4.11.17/10

133/18 RESOLVED (Michael/Dight) *that:*

- i) *the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 10 October, 2018, be received and noted; and*
- ii) *the following recommendation of the Civil & Environmental Services Committee be adopted by Council:*

1. DONATION OF SURPLUS VEHICLES S23.7.23

That Council agree to the transfer of the following surplus vehicles to BEST Employment at no cost:

- a) *2014 Mazda 2 Neo (Rego BZ14BX)*
- b) *2015 Toyota Hilux Twin Cab (Rego BZ71WA)*
- c) *2011 Toyota Hiace Bus (BL27SW)*

For the purpose of delivering the Youth programs from the Linking Together Centre.

2. NORTHERN INLAND ACADEMY OF SPORT S26.4.15

That Council seek clarification on the funding model for the Northern Inland Academy of Sport.

DCES 3. AUDIT, RISK AND IMPROVEMENT COMMITTEE MINUTES S4.11.21

134/18 RESOLVED (Dight/Michael) that:

- i) *the Minutes of the Audit, Risk and Improvement Committee Meeting held on the 17 October 2018, be received and noted; and*
- ii) *The following recommendations of the Audit, Risk and Improvement Committee be adopted by Council:*

1. EXTERNAL AUDIT - INTERIIM MANAGEMENT LETTER 2018 S12.2.1/11

- i) *that a policy is developed and implemented that defines IT Super User and guides the granting and review of this type of access. Furthermore;*
- ii) *that a policy be developed and implemented to regularly review the access of IT Users.*

2. EXTERNAL AUDIT – REVIEW OF THE 2017-18 FINAINCIAL STATEMENTS S12.2.1/11

Council note the recommendation to adopt the General Purpose, Special Purpose Financial Statements and Special Schedules for year ending 30 June, 2018. (The formal adoption of these Statements being the subject of a separate report).

**SECTION D
DESTINATION REPORTS**

MCE 1. CONSIDERATION OF THE LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS S30.8.1

135/18 RESOLVED (Baker/Dight) that the following Local Traffic Committee recommendations be adopted:

1. ADDITIONAL DISABILITY PARKING SPACE - ROSS HILL PUBLIC SCHOOL S28.27.2

- i) *That an additional disability parking space be provided on Bannockburn Road adjacent to Ross Hill Public School;*
- ii) *The space be at the southern most end of the zone restricted between the times of 8.30am to 9.30am and 3.00pm to 4.00pm on school days; and*
- iii) *The disability park observes the same time restrictions as current zone.*

2. PROPOSED LOADING ZONE BRISSETT LANE S28.27.2

- i) *Council convert the existing rear to kerb space in Byron Street adjacent to Brissett Lane (fronting the Telstra Store) to a loading zone in lieu of the nominated location in Brissett Lane.*
- ii) *the loading zone operate between 10am to 3pm Monday to Friday.*

GM 3. CROWN PUBLIC ROAD CLOSURE S11.15.18

136/18 RESOLVED (King/Michael) that Council make application to the NSW Department of Industry Crown Lands & Water to close the unformed Crown public road section of Rivers Street located within Lot 7313 DP 1135965.

MFS 4. GENERAL AND SPECIAL PURPOSE FINANCIAL REPORTS 2017/2018 S12.11.5

137/18 RESOLVED (Michael/Dight) That:

- i) Council adopt the General Purpose, Special Purpose Financial Statements and Special Schedules for year ending 30 June, 2018;
- ii) Council sign the Statements as prescribed by Section 413(2) of the Local Government Act 1993 for the General Purpose and Special Purpose Financial Statements;
- iii) Council authorise the General Manager to forward the Financial Statements to the Office of Local Government upon receipt of the Audit Reports from the NSW Audit Office;
- iv) Council present the signed audited Financial Statements to the public at the ordinary Council meeting to be held on 28 November, 2018 in accordance with Section 419 (1) of the Local Government Act 1993; and
- v) Council place the audited Financial Statements on public exhibition and provide notice in accordance with Section 418 (3) of the Local Government Act 1993, that Council will consider the Reports of its Auditors for the year ended 30 June 2018 at its Ordinary Meeting to be held on Wednesday 28 November, 2018.

DCES 5. DROUGHT COMMUNITIES PROGRAMME – PROPOSED PROJECTS S15.8.90

138/18 RESOLVED (McCosker/Dight) that Council endorse an application to the Drought Communities Programme for \$1M of assistance to spend across three (3) focus areas as follows:

- Promotion of Economic Activity \$118K
- Community Resilience Programs \$500K
- Community Infrastructure Projects \$382K

DCES 6. DUTIES OF DISCLOSURE – PECUNIARY S13.6.5

139/18 RESOLVED (Baker/Berryman) that the pecuniary interest returns from the following people be noted as tabled;

Cr Baker, Cr Berryman, Cr Dight, Cr Harmon, Cr King, Cr Michael, Cr Peters, Cr Watts, Mr Alliston, Mr Bryant, Mr Henry, Mr McInnes, Mr Norman, Mr Justin Pay.

**SECTION E
INFORMATION REPORTS**

1. STAFF MOVEMENTS: - 01 JULY 2018 TO 30 SEPTEMBER 2018 S22.25.1
2. STRATEGIC TASKS – ‘SIGN OFF’ – OCTOBER 2018 S4.13.2

3. QUESTIONS WITHOUT NOTICE – OCTOBER S13.5.5/11
4. HERITAGE NEAR ME – HERITAGE ACTIVATION GRANT PROGRAM S26.4.4
5. COUNTRY WOMENS ASSOCIATION (CWA) - GIRL EMPOWERMENT S6.8.9
6. CONSTRUCTION CERTIFICATES APPROVED FOR SEPTEMBER 2018 S7.2.4/11
7. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING SEPTEMBER 2018 S7.2.4/11
8. SUMMARY OF BUILDING CONSTRUCTION FOR SEPTEMBER 2018 S7.2.4/11
9. DEVELOPMENT CONSENTS AND REFUSALS DURING SEPTEMBER 2018 S18.10.2/11
10. VARIATION TO DEVELOPMENT STANDARDS APPROVED DURING SEPTEMBER 2018 S18.10.2/11
11. SEPTIC TANK APPROVALS FOR SEPTEMBER 2018 S29.19.1
12. ORDINANCE ACTIVITIES REPORT FOR SEPTEMBER 2018 S18.10.1

140/18 RESOLVED (Michael/Dight) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 24 October, 2018, be received and noted.

SECTION F QUESTIONS WITHOUT NOTICE

QWN/ORD 37/18 Skate Park for Ashford S21.8.4
Cr Dight

Cr Dight requested that Council consider and investigate a Skate Park for Ashford and a report be brought back for Council's information.

QWN/ORD 38/18 Drinking Fountains S30.11.1 & S21.8.1/11
Cr Michael

Cr Michael requested that information be provided on the location of drinking fountains in Inverell along with possible additional locations along the concrete path network.

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

At 4.12 pm, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Council Meeting should not be considered in Closed Council. There was no response.

CLOSED COUNCIL REPORTS

141/18 RESOLVED (Berryman/King) that Council proceed into Closed Council to discuss the matters referred to it, for the reasons stated in the motions of referral.

*(Baker/King) "Suspend standing orders to enable discussion of Mayoral Minute"
Staff vacated the chambers whilst Council considered them.*

At 4.46pm Staff invited back to chambers.

Michael/Baker "That standing orders be resumed".

Upon resuming Open Council at 4.48 pm, the Chair verbally reported that the Council had met in Closed Council, with the Press and Public excluded, and had resolved to recommend to Council the following:

1. MAYORAL MINUTE: SEPARATION AGREEMENT S22.19.1 & 2763

That the Mayor be authorised to complete the Separation Agreement under the Common Seal of Council.

ADOPTION OF RECOMMENDATIONS

142/18 RESOLVED *(Harmon/Michael) that the recommendations of Closed Council be adopted.*

Cr Peters requested that his vote against the motion be recorded.

Cr McCosker requested that his vote against the motion be recorded.

There being no further business, the meeting closed at 4.51 pm.

CR P J HARMON

CHAIRPERSON

TO ORDINARY MEETING OF COUNCIL 28/11/2018

ITEM NO:	1.	FILE NO: S22.19.1 & 2763
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	MAYORAL MINUTE: STAFF MATTER – CONTRACT RENEWAL	
PREPARED BY:	Cr Paul Harmon, Mayor	

SUMMARY:

Council is being asked to consider a confidential report in respect of a staffing 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 Council may close to the public and media so much of a meeting as relates to the discussion and consideration of information identified in s.10A(2). The matters which may be closed to the public and media, as stated in the Act, must involve:

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

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

Grounds for closing part of meeting to be specified

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

Having regard for the requirements stated in s.10D of the Act, Councillors should note that the matter listed for discussion in closed Council provides Council with information concerning the outcome of the General Manager's Performance Review conducted on 23 August, 2017.

The recommendation that this item of business be considered in closed Council specifically relies upon section 10A(2)(a):

- 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 Council 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.*

ITEM NO:	2.	FILE NO: S14.10.1
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	BROC DELEGATES REPORT NOVEMBER 2018	
PREPARED BY:	Cr Kate Dight	

SUMMARY:

The Border Group of Councils met at Tenterfield in their Council Chambers in November 2018 for both the AGM and the Quarterly meeting.

COMMENTARY:

This meeting, the Border Group of Councils met at Tenterfield in their Council Chambers for both the AGM and the Quarterly meeting. Mr Michael Bryant, Manager Environmental Engineering, also attended to hear the presentation from Water NSW which is within his area of investigation. It was a significant meeting with many issues covered.

1. Annual General Meeting.

Gwydir Council has been chairing the group for the last 3 years and has done an excellent job of sourcing presenters and invigorating the group. I would like to commend both Mayor John Coulton and his secretary, Mrs Robyn Phillips, for their dedication to the organisation. Mayor Peter Petty of Tenterfield Shire was elected unopposed as the new chairperson and Inverell Shire, Cr Kate Dight, was elected as deputy for the next three-year period. I look forward to fulfilling this position and further progressing matters of border significance.

2. Guest Speakers

a) Linda Keeshan from the Queensland Department of Premier & Cabinet.

While the QLD government doesn't have a Cross Border Commissioner, this Department is issued with this jurisdiction and Linda's team work to resolve border issues and work closely with Mr James McTavish, the NSW Border Commissioner. They have a range of border priorities, largely around infrastructure development and the Director General has received these priorities and wants a close working relationship with BROC Councils going forward. They are not responsible for service delivery but they can get action on these issues. They report directly to the Premier, have a signed MOU with NSW and are responsible for these outcomes and priorities. Implementing the national health agreement is one of the biggest priorities for Linda's team.

b) Russel Stewart from RDANI

Russel Stewart from RDANI gave us a quick update of his organisation's activities making special mention of the \$1M federal funding they are distributing for youth and innovation initiatives. They can distribute in lots of \$200K.

Initiatives for school-based traineeships are particularly well received and RDANI has appointed Ms Bronwyn Pearson to facilitate the rollout. The scheme is available until June 2020 and they are looking for innovative projects with a short 8 week turn around. Council are asked to contribute 25% but this can be in kind. Ms Pearson is speaking with major employment agencies across the region

and will be in contact with our Council to ask for potential programs that we might be interested in facilitating.

c) Andrew Frazer from WaterNSW

Andrew Frazer from WaterNSW was a particularly interesting speaker and generated considerable discussion and debate around the table. His organisation is the author of the 20yr Water Infrastructure Options Report that we have discussed in this Council already. They are a bulk water provider and owned by the NSW government. They adhere to and enforce the Water Act and are a builder of water assets. WaterNSW's greatest commitment is how to deliver water to 4 main users, i.e., irrigators, Councils, Mining operators and the environment. Their focus is how to best use existing water and to get the balance between water availability, infrastructure availability and community benefit. A good example of this is how they tackle cold water pollution v. algae pollution and their ability to create a water curtain etc. Their problem going forward is their 'customer gap' and their infrastructure strategy is looking to bridge differences between their customers. They are looking to hear from our organisations as to what our priorities are for future water development, i.e. the long term availability, the delivery and the environmental commitments for water in our regions. The reality is that despite numerous feasibility studies, in the last 40 years there have been no new dams built mostly because of environmental constraints. Extending existing dam walls have the greatest opportunity of success provided they have environmental offsets. In the Border Rivers, the Mole River Dam, extension of the Pindari and Glenlyon Dam walls and raising the Mungindi Weir are potential developments in discussion. In the Gwydir region there are a number of options (such as how to access the bottom 32gl in Copeton) and there is a preliminary business study in place. WaterNSW need us to be a part of this business study to maintain a customer focus and deliver infrastructure that meets future consumption needs. Consultative meetings are scheduled for the next few months in both the Border Rivers and Gwydir regions.

d) The Waste to Energy project

The Waste to Energy project that Tenterfield has been promoting was delivered to us in a similar vein to that which we have already received. Terry Dodds highlighted that once coal powered generators are turned off in 2027 we will need a diverse mix of energy sources and waste to energy production should be a part of this mix. Japan already has a number of these plants with 30 in Tokyo alone. More locally, it was interesting to hear that Toowoomba also has a WTE plant. Tenterfield are looking for financial support of \$15K from all Councils across NSW to conduct an independent feasibility study.

e) Angus Whitherby from Moree Shire Plains Council

Angus Whitherby from Moree Shire Plains Council promoted the need for a review of our local freight routes across the border region using the CSIRO model that covers the national network. It has 2 broad outcomes, total transport cost savings and the freight density map for the road & freight network. It uses data from over 230,000 enterprises and its greatest benefit is that it can be localised, i.e. account for truck drivers driving extra distances to use bitumen roads and the affect that on-farm storages have on the freight network. The Joint Committee of the Bruxner Way agreed that they would use this model to assess the Bruxner Way transport network. All members of this committee have been asked to come back to the next joint meeting with traffic usage data for the Bruxner Way.

RECOMMENDATION:

That:

- i) *Inverell Shire Council submits a suitable youth and innovation project that meet the guidelines for funding from RDANI.*
- ii) *The Inverell Shire Council be represented on the WaterNSW (Stakeholder Reference Group) meetings and actively contribute to the water infrastructure discussion recognising the impact on urban water supplies and on irrigation water*

	<i>supplies for the northern part of the Inverell Shire.</i>
iii)	<i>Council nominates a representative for this organisation if Council deems this appropriate.</i>
iv)	<i>Inverell Shire Council organise a guest speaker for the next BROC meeting in Inverell in February.</i>
v)	<i>Inverell Shire Council provide a report to the next meeting of the Joint Committee of the Bruxner (at BROC in February 2019) on the traffic usage data of their section of the Bruxner Way and the service and maintenance schedule currently in place for now and into the future.</i>

ITEM NO:	3.	FILE NO: S13.5.3 & S27.8.1
SUBJECT:	NOTICE OF BUSINESS – NSW AUDIT OFFICE REPORT	
SUBMITTED BY:	Cr M Peters	

NOTICE OF BUSINESS

I hereby give notice of my intention to move at the next meeting of the Council the following business:

'In the light of the NSW Audit office report can management report on:

1. *ISC fraud control plan*
2. *Process and timeframe to review fraud risk*
3. *Process for staff to identify and report fraud*
4. *Training of staff on fraud prevention'*

COUNCILLOR M PETERS

1 NOVEMBER 2018

Background information provided by Cr Mal Peters

Councils weak on fraud prevention, audit finds

25 June, 2018
847390282

Fewer than one third of councils train staff in fraud detection, NSW auditor finds.

NSW's audit office determines the majority of the state's councils have poor fraud control procedures, prompting a call for improved funding and training.

Two thirds of the 83 local governments surveyed by NSW's Auditor-General did not have any fraud control plans that would direct resources to address specific fraud risks they face.

Only 15 councils had conducted any form of risk assessment within the past two years, according to the survey, released on Friday.

The most common weaknesses in councils' fraud controls were a failure to review fraud risks, tailor responses to address these loopholes or provide sufficient information to staff on identifying and reporting fraud.

The auditor found significant inconsistency in fraud controls across councils, with only five of the 83 councils having implemented most of the recommended measures.

Less than one third of councils regularly trained staff to identify and respond to fraud, with the auditor noting that likelihood of fraud in councils increases when such safeguards are not in place.

"The audit identified a pattern of councils putting in place a policy, procedures or systems but not ensuring people understand these or how they work," the report noted.

Metropolitan and regional councils have stronger fraud control systems than rural councils, the auditor also found.

"Rural councils told us that they have difficulty implementing some fraud controls because they lack resources and capability."

However, it noted that some rural councils reported they had adopted approaches to address the challenges of their size, location and capabilities.

Despite several NSW state entities collecting data on suspected fraud, "the cost, extent, and nature of fraud in local councils is not clear," the auditor concluded.

'Very problematic'

Professor Roberta Ryan, director of the UTS Institute for Public Policy and Governance said that the new findings was "very problematic" and could erode trust in local government.

"It's one of the issues that leaves local government exposed with respect to public confidence and people being confident that councils can deal with public funds adequately and appropriately," she said.

Streamlined training would ensure greater consistency in standards among councils given the vast majority of fraud within councils is most likely a result of poor understanding among staff rather than willful deceit, Professor Ryan argued.

More consistent fraud protection policies, greater funding and strong leadership were also needed, she said.

"Writing a policy doesn't mean councils will be equipped to do the best they can. It has to be supported by policy, resourcing, training and leadership," she said.

Committees, framework being introduced

The Office of Local Government NSW said the auditor's report "clearly shows that local councils need to do more to protect themselves and ratepayer funds from potential fraud."

An OLG spokesperson said the office would work with councils, the Independent Commission Against Corruption, the NSW Ombudsman and the Audit Office to strengthen fraud prevention and detection in local councils.

The spokesperson pointed out the NSW Government is also introducing mandatory audit, risk and improvement committees in local councils and developing an internal audit framework to help strengthen fraud control systems in the sector.

The NSW auditor's findings comes after earlier Queensland and Victorian audits found that councils are at an increased risk of fraud because of the large number of services that are procured.

Local Government (General) Regulation 2005**241 Giving notice of business**

- (1) A council must not transact business at a meeting of the council:
- (a) unless a councillor has given notice of the business in writing within such time before the meeting as is fixed by the council's code of meeting practice or (if the council does not have a code of meeting practice or its code of meeting practice does not fix that time) as is fixed by resolution of the council, and
- (b) unless notice of the business has been sent to the councillors in accordance with section 367 of the Act.
- (2) Subclause (1) does not apply to the consideration of business at a meeting if the business:
 - (a) is already before, or directly relates to a matter that is already before, the council, or
 - (b) is the election of a chairperson to preside at the meeting as provided by clause 236 (1), or
 - (c) is a matter or topic put to the meeting by the chairperson in accordance with clause 243, or
 - (d) is a motion for the adoption of recommendations of a committee of the council.
- (3) Despite subclause (1), business may be transacted at a meeting of a council even though due notice of the business has not been given to the councillors. However, this can happen only if:
 - (a) a motion is passed to have the business transacted at the meeting, and
 - (b) the business proposed to be brought forward is ruled by the chairperson to be of great urgency.

Such a motion can be moved without notice.

- (4) Despite clause 250, only the mover of a motion referred to in subclause (3) can speak to the motion before it is put.

TO ORDINARY MEETING OF COUNCIL 28/11/2018

ITEM NO:	1.	FILE NO: S26.5.10
DESTINATION 2 DESTINATION 3 DESTINATION 5:	A Community that is healthy, educated and sustained. An environment that is protected and sustained. The Communities are served by sustainable services and infrastructure.	CES
SUBJECT:	PUBLIC ART SUNSET COMMITTEE MEETING MINUTES – 25 OCTOBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Thursday, 25 October, 2018.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE PUBLIC ART SUNSET COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON THURSDAY, 25 OCTOBER, 2018 COMMENCING AT 7.30 AM.

PRESENT: Cr A Michael [Chairperson], Mrs C Smith, Mrs J Williams, Mr P Caddey, Mr G Newley, Mr Ian Hooker and Mr Paul Henry (General Manager).

SECTION A**APOLOGIES:**

Nil.

CONFIRMATION OF MINUTES

RESOLVED (Hooker/Newley) that the Minutes of the Public Art Sunset Committee Meeting held on 15 June, 2017, as circulated to members, be confirmed as a true and correct record of that meeting.

BUSINESS ARISING**A. SINCLAIR PARK**

The Committee was informed that Council resolved not to permit the external walls of the Bi-Centennial Monument to be utilised as a public art project.

The Committee felt that the placement of “grassed mounds” in the park could encourage usage and provide a more interesting feature for the park.

AGENDA ITEMS**1. CHRISTMAS DECORATIONS – 2018**

The Committee discussed the opportunities that may be available to install additional Christmas decorations in the CBD. The preferred location for the next use of decorations (roundabout at the intersection of Byron Street and Lawrence Street) is problematic, a lack of mains electricity means that solar/battery power is required. The batteries will only operate for approximately 2 hours.

The placement of lighted decorations on the awnings of two buildings at the Byron Street/Lawrence Street intersection is to be explored.

2. PLANNING FOR A PUBLIC ART INSTALLATION

The Committee discussed a number of sites that would be ideal for either an “artistic treatment” or as a site to host an item of public art. The consensus view was that Evans Street (Otho to Campbell Street) is the preferred location for a “public art” installation.

This area has a number of features that could be treated, the wall of the Town Hall, 2 pedestrian blisters, footpath and Turnham Carpark.

The Committee believes that rather than take an ad hoc approach to the “artistic treatment” of this area, a plan for the staged treatment of this area should be prepared. The plan should take a strategic approach to the area and suggest an integration of structures/vegetation/art works to produce a ‘softening’ of the area.

The plan would need to consider the current uses of Evans Street and the existing infrastructure.

RECOMMENDATION: That Council commission a draft “artscape” plan for Evans Street (Otho to Campbell Street), including Turnham Carpark, to guide development of this area.

NEXT MEETING

The next meeting will be held on a date to be advised.

There being no further business, the meeting closed at 8.26 am.

RECOMMENDATION:

That:

- i) the Minutes of the Public Art Sunset Committee Meeting held on Thursday, 25 October, 2018, be received and noted; and*
- ii) the following recommendation of the Public Art Sunset Committee be considered by Council:*

1. PLANNING FOR A PUBLIC ART INSTALLATION

That Council commission a draft “artscape” plan for Evans Street (Otho to Campbell Street), including Turnham Carpark, to guide development of this area.

ITEM NO:	2.	FILE NO: S4.11.16/10
DESTINATION 2 DESTINATION 3 DESTINATION 5:	A Community that is healthy, educated and sustained. An environment that is protected and sustained. The Communities are served by sustainable services and infrastructure.	CES
SUBJECT:	CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES – 14 NOVEMBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Wednesday, 14 November, 2018.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, 144 OTHO STREET, INVERELL ON WEDNESDAY, 14 NOVEMBER, 2018, COMMENCING AT 9.00 AM.

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

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

Paul Henry (General Manager), Brett McInnes (Director Civil and Environmental Services), Scott Norman (Director Corporate and Economic Services), Justin Pay (Manager Civil Engineering) and Chris Faley (Development Planner).

SECTION A**APOLOGIES:**

Apologies were received from Cr Peters who was unable to attend due to business reasons.

RESOLVED (Berryman/McCosker) that the apology from Cr Peters be noted.

1. **CONFIRMATION OF MINUTES**

RESOLVED (Harmon/Berryman) that the Minutes of the Civil and Environmental Services Committee Meeting held on 10 October, 2018, as circulated to members, be confirmed as a true and correct record of that meeting.

2. **DISCLOSURE OF CONFLICT OF INTERESTS/PECUNIARY AND NON-PECUNIARY INTERESTS**

There were no interests declared.

3. PUBLIC FORUM S13.5.6/11

At this juncture, the time being 9.03am, the Chair welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak:

Kim Kelleher, Jane Brookman and Steve Johnson.

Sapphire Rock 'n' Roll Festival

The committee was addressed by Kim Kelleher, Jane Brookman, and Steve Johnson. They represented a group that was founded to achieve an air service to Inverell. The group shares information with the Promoting Inverell Group and the Inverell Chamber of Commerce and Industry. It is their belief that the Inverell Shire has lost several key events in recent times and this has had an economic impact as these events attract outside visitors and bring in outside dollars.

The speakers proposed a Sapphire Rock 'n' Roll Festival to be held March 2019. The date was selected to replace the Opera in the Paddock event, also because of the mild temperature that time of year and to coincide with the Transport Museum's annual swap meet. The proposed event draws inspiration from a similar event that has been run successfully at Mount Tambourine for the past seven years.

The Sapphire Rock 'n' Roll Festival would be a full weekend program of events including an old-style drive-in movie at the Transport Museum, a themed art photographic exhibition at the Inverell Art Gallery, a tenpin bowling competition at Shake Rattle and Bowl and a 50/60s era movie marathon at the Majestic Cinema in Inverell.

The group is seeking support from Council in preparing a grant application that a representative from Council sits on the panel and helps with the coordination of the event, a commercial investment, access to Council's facilities and equipment, assistance with road closures and street music as well as marketing and promotion.

At this juncture, the time being 9.20am, the Public Forum Session closed and the Committee resumed the balance of the Agenda.

4. BUSINESS ARISING FROM PREVIOUS MINUTES

Nil

SECTION B
ADVOCACY REPORTS

Nil

SECTION D
DESTINATION REPORTS1. NORTH WEST WEIGHT OF LOADS - OFFICER AUTHORISATIONS S28.11.1

RESOLVED (Harmon/Berryman) that the Committee recommend to Council that the North West Weight of Loads authority schedule as presented be executed under the common seal of Council.

2. DROUGHT RELIEF HEAVY VEHICLE ACCESS FUNDING PROGRAM S28.8.2

RESOLVED (Harmon/Berryman) that the Committee recommend to Council that the project to complete pavement rehabilitation and heavy patching on Jardine Road be endorsed and a funding application be submitted under the Drought Relief Heavy Vehicle Access Program to the value of \$300,000.

3. DA-245/2004/A, DA-70/2006 & DA-20/2018 – STREET NAMING IN SUBDIVISIONS DA-70/2006, DA-245/2004/A and DA-20/2018

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

- i) The appropriate steps be taken to formally name:
 - a. The new cul-de-sac off the Mather Street extension, in the subdivision approved under DA-2452004/A, as Parkland Close.*
 - b. The new street, in the subdivision approved under DA-70/2006, as Max Drive;*
 - c. The new street in the subdivision approved under DA-20/2018 as Terry Drive; and**
- ii) Council authorise the General Manager to undertake the road naming in accordance with the NSW Road Regulation 2018.*

4. ORCHARD PLACE APPLICATION TO TRANSFER S28.10.SR235

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

- i) Council authorise the compulsory acquisition of the land necessary from Crown Reserve 68617 (Lot 7018 DP 94779) and Crown Reserve 668 (Lot 7057 DP 1072492) for the purpose of forming a road reserve to accommodate both the current and future alignment of Orchard Place; and*
- ii) Council authorise the making of an application to the Minister and Governor for the compulsory acquisition of said land.*

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

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

- i) Council agree to close Vivian Street (between Oliver Street and Byron Street), as well as closing Byron Street (between Vivian Street and Lawrence Street) on Friday, 14 December, 2018 from 4pm to 10pm to facilitate the Inverell Chamber of Commerce and Industry's Festival of Christmas initiative; and*
- ii) Council meet the cost of advertising and implementing the road closures estimated at approximately \$1000.*

6. TRAFFIC SPEED THROUGH YETMAN VILLAGE S30.9.5 & S28.10.8

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

- i) The information in the report be received and noted;*
- ii) No further traffic calming measures be implemented at this point in time; and*
- iii) The situation continue to be monitored with annual traffic counts and a further report be presented to the Committee should the traffic speed patterns change significantly.*

7. PLANNING PROPOSAL – AMENDMENT TO INVERELL LOCAL ENVIRONMENTAL PLAN 2012 – EXTRACTION OF GROUNDWATER FOR COMMERCIAL BOTTLING PURPOSES WITHIN THE RU1 PRIMARY PRODUCTION ZONE – AUTHORISATION TO PROCEED WITH MAKING OF THE PLAN S18.6.34/08

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

- i) A request be made to Parliamentary Counsel to prepare the draft instrument pursuant to Section 3.36 of the Environmental Planning and Assessment Act 1979;*
- ii) The General Manager be authorised to determine the terms of the draft instrument in consultation with Parliamentary Counsel, consistent with the intent of the Planning Proposal; and*
- iii) The draft instrument be gazetted.*

SECTION E INFORMATION REPORTS

1. WORKS UPDATE S28.21.1/11
2. PLANNING LEGISLATION UPDATES S18.3.1

RESOLVED (Harmon/Berryman) that the items contained in the Information Reports to the Civil & Environmental Services Committee Meeting held on Wednesday, 14 November, 2018, be received and noted.

SECTION F GENERAL BUSINESS

Cr McCosker

Grafton to Inverell

Cr McCosker enquired why the Grafton to Inverell Cycle Race did not finish in the main street of Inverell. He had received feedback that this was the preference from the competitors.

Cr Harmon responded that the race finish line was moved to Vivian Street at the request of the race organisers. It was seen as superior on account of the park being able to accommodate support activities to bring people to the finish line.

Cr Baker

Left Hand Turn Lanes In CBD

Cr Baker enquired as to the feasibility of installing left-hand turn lanes at CBD intersections. In particular at the intersection of Oliver and Lawrence Street.

The Director Civil and Environmental Services replied that the CBD intersections have insufficient room to accommodate left-hand turn lanes.

There being no further business, the meeting closed at 9.45 am.

RECOMMENDATION:

That:

- i) the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 14 November, 2018, be received and noted; and*
- ii) the following recommendation of the Civil & Environmental Services Committee be considered by Council:*

1. NORTH WEST WEIGHT OF LOADS - OFFICER AUTHORISATIONS S28.11.1

That the North West Weight of Loads authority schedule as presented be executed under the common seal of Council.

2. DROUGHT RELIEF HEAVY VEHICLE ACCESS FUNDING PROGRAM S28.8.2

That the project to complete pavement rehabilitation and heavy patching on Jardine Road be endorsed and a funding application be submitted under the Drought Relief Heavy Vehicle Access Program to the value of \$300,000.

3. DA-245/2004/A, DA-70/2006 & DA-20/2018 – STREET NAMING IN SUBDIVISIONS DA-70/2006, DA-245/2004/A and DA-20/2018

That:

1. *The appropriate steps be taken to formally name:*
 - a. *The new cul-de-sac off the Mather Street extension, in the subdivision approved under DA-2452004/A, as Parkland Close.*
 - b. *The new street, in the subdivision approved under DA-70/2006, as Max Drive;*
 - c. *The new street in the subdivision approved under DA-20/2018 as Terry Drive; and*
2. *Council authorise the General Manager to undertake the road naming in accordance with the NSW Road Regulation 2018.*

4. ORCHARD PLACE APPLICATION TO TRANSFER S28.10.SR235

That:

- i) *Council authorise the compulsory acquisition of the land necessary from Crown Reserve 68617 (Lot 7018 DP 94779) and Crown Reserve 668 (Lot 7057 DP 1072492) for the purpose of forming a road reserve to accommodate both the current and future alignment of Orchard Place; and*
- ii) *Council authorise the making of an application to the Minister and Governor for the compulsory acquisition of said land.*

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

That:

- i) *Council agree to close Vivian Street (between Oliver Street and Byron Street), as well as closing Byron Street (between Vivian Street and Lawrence Street) on Friday, 14 December, 2018 from 4pm to 10pm to facilitate the Inverell Chamber of Commerce and Industry's Festival of Christmas initiative; and*
- ii) *Council meet the cost of advertising and implementing the road closures estimated at approximately \$1000.*

6. TRAFFIC SPEED THROUGH YETMAN VILLAGE S30.9.5 & S28.10.8

That:

- i) *The information in the report be received and noted;*
- ii) *No further traffic calming measures be implemented at this point in time; and*

- iii) *The situation continue to be monitored with annual traffic counts and a further report be presented to the Committee should the traffic speed patterns change significantly.*

7. PLANNING PROPOSAL – AMENDMENT TO INVERELL LOCAL ENVIRONMENTAL PLAN 2012 – EXTRACTION OF GROUNDWATER FOR COMMERCIAL BOTTLING PURPOSES WITHIN THE RU1 PRIMARY PRODUCTION ZONE – AUTHORISATION TO PROCEED WITH MAKING OF THE PLAN S18.6.34/08

That:

- i) *A request be made to Parliamentary Counsel to prepare the draft instrument pursuant to Section 3.36 of the Environmental Planning and Assessment Act 1979;*
- ii) *The General Manager be authorised to determine the terms of the draft instrument in consultation with Parliamentary Counsel, consistent with the intent of the Planning Proposal; and*
- iii) *The draft instrument be gazetted.*

ITEM NO:	3.	FILE NO: S4.11.17/10
DESTINATION 1 DESTINATION 4:	A recognised leader in a broader context. A strong economy.	RB
SUBJECT:	ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 14 NOVEMBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Wednesday, 14 November, 2018.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, INVERELL SHIRE COUNCIL, 144 OTHO STREET, INVERELL ON WEDNESDAY, 14 NOVEMBER, 2018, COMMENCING AT 10.15am.

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

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:

Apologies were received from Cr Dight who could not attend due to personal reasons.

RESOLVED (Michael/Harmon) that the apology from Cr Dight be noted.

1. CONFIRMATION OF MINUTES

RESOLVED (Michael/Harmon) that the Minutes of the Economic and Community Sustainability Committee Meeting held on 10 October, 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 Grandparents Day

Cr Harmon attended Grandparents Day at the Town Hall on 28 October 2018, where the theme was "Grandparents are Super Heroes too".

Cr Harmon New South Wales Country Cricket Championships

Cr Harmon attended the New South Wales Country Cricket Championships, where he received comments that the grounds and facilities were excellent and he was hopeful that the Championships would return to Inverell next year.

Cr Harmon Exhibition of Teachers and Students Art Work

Cr Harmon attended the opening of the exhibition of teachers and students art work at the Inverell Art Gallery where 5 local artists were awarded prizes of \$2000 each from NBN for their images that will be used to decorate NBN node cabinets in Inverell.

Cr Harmon Eat Drink Live Inverell

Cr Harmon attended Eat Drink Live Inverell. The event has grown exponentially and enjoyed good weather and attracted plenty of people to town.

Cr Harmon 100th anniversary of Armistice Day

Cr Harmon attended the 100th anniversary of Armistice Day in Inverell. The crowd at the ceremony was very pleasing but disappointing at Varley Oval and the Town Hall concerts events.

Cr Harmon Goonoowigall Soundtrail

Cr Harmon attended the launch of the Goonoowigall Soundtrail.

Cr Watts 100th Anniversary of Armistice Day

Cr Watts attended the 100th Anniversary of Armistice Day in Delungra where she had the honour of delivering the address.

Cr King Goonoowigall Soundtrail

Cr King attended the Launch of the Goonoowigall Soundtrail.

Cr King Grandparents Day

Cr King attended Grandparents Day, where the visiting Super Heroes were very well received.

Cr King Eat Drink Live Inverell

Cr King attended Eat Drink Live Inverell. The event organisers estimated the event attracted 4,500 people.

Cr Michael Ashford Movie Night

Cr Michael reported the Movie Night at Ashford was well attended and a resounding success.

Cr Michael Eat Drink Live Inverell

Cr Michael attended Eat Drink Live Inverell, where he noted that Council's sponsorship of the event, and asked if the funding agreement contained requirements for acknowledgement of the sponsorship..

SECTION D DESTINATION REPORTS

1. REQUEST FOR SPONSORSHIP – INVERELL SWIMMING CLUB S12.22.1/11

MOTION (Michael/King) that the Committee recommend to Council that Council donates \$200 to the Inverell Swimming Club to assist with their 2018/19.

AMENDMENT (Harmon/King) that the Committee recommend to Council that Council become a Silver Sponsor (\$300) of the Inverell Swimming Club for the 2018/19 season.

The Amendment on being put to the meeting was CARRIED. It then became the motion. The motion on being put to the meeting was CARRIED.

2. REQUEST TO LICENCE LAND – MANDY WATTS S5.10.54

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

- i) Council enter into a Licence Agreement with Ms. Mandy Watts for, Lot 89, DP 754847, Little Plain Recreation Reserve, Little Plain for a five (5) year period with a further five (5) year option;*
- ii) the Licence fee be \$400 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.*

SECTION F QUESTIONS WITHOUT NOTICE

Cr Harmon Electronic Sign Boards

Cr Harmon asked that given the frequency that Council hires electronic sign boards is there a case for purchasing one.

The Director Civil and Environmental Services replied that a report would be prepared for Council's consideration.

Cr Michael Delungra Post Office

Cr Michael asked if the seat outside the Delungra Post Office could be moved to the HACC Centre.

It was suggested the matter be referred to the Delungra District Development Council.

Cr Berryman Fly Corporate

Cr Berryman asked for an update on the Fly Corporate regular passenger transport flights between Inverell and Brisbane and if there was any indication that a direct flight to Sydney may be established in the near future.

Mr Paul Henry (General Manager) replied that Fly Corporate is very happy with passenger numbers on the Brisbane flight and has just recommenced the Narrabri to Sydney flights. It was possible that this flight could be triangulated to include Inverell.

The other possibility is a triangulated flight from Wellcamp to Sydney.

SECTION G GOVERNANCE REPORTS

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

RESOLVED (Harmon/King) that:

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

2. QUARTERLY BUDGET AND OPERATIONAL PLAN REVIEW 2018/2019 S12.5.1/11

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

- i) Council's Quarterly Operational Plan and Budget Review for 30 September, 2018 be adopted; and*
- ii) the proposed variations to budget votes for the 2018/2019 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2019 from operations of \$5,427.*

GENERAL BUSINESS

Paul Henry (General Manager) updated the Committee on the following:

- Two (2) expressions of interest have been received for the preparation of the Cultural Strategic Plan.
- Applications have been submitted for drought resilience funding, it is expected to be able to report the outcome to the November Council Meeting.
- Discussions have been held with Northern Inland Academy of Sport (NIAS) in regard to the sponsorship proposal presented to Council; an alternative proposal is expected that will include holding sporting events in Inverell.
- The current program of youth engagement activities has almost ended, the General

Manager asked for feedback from Council if they would support renewal applications for funding to continue the program of activities. All feedback was supportive.

- The General Manager has been advised that the Department of Premier & Cabinet has organised a visit from the Heads of 8 State Agencies to Inverell Shire on 4 December 2018.

There being no further business, the meeting closed at 10.57am.

RECOMMENDATION:

That:

- i) *the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 14 November, 2018, be received and noted; and*
- ii) *the following recommendations of the Economic & Community Sustainability Committee be considered by Council:*

1. REQUEST FOR SPONSORSHIP – INVERELL SWIMMING CLUB S12.22.1/11

That Council become a Silver Sponsor (\$300) of the Inverell Swimming Club for the 2018/19 season.

2. REQUEST TO LICENCE LAND – MANDY WATTS S5.10.54

That:

- i) *Council enter into a Licence Agreement with Ms. Mandy Watts for, Lot 89, DP 754847, Little Plain Recreation Reserve, Little Plain for a five (5) year period with a further five (5) year option;*
- ii) *the Licence fee be \$400 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.*

ITEM NO:	4.	FILE NO: S4.11.16/10 & S4.11.17/10
DESTINATION 1 DESTINATION 2 DESTINATION 3 DESTINATION 4 DESTINATION 5:	A recognised leader in a broader context. A Community that is healthy, educated and sustained. A strong economy. An environment that is protected and sustained. The Communities are served by sustainable services and infrastructure.	RCEBS
SUBJECT:	JOINT COMMITTEE MEETING MINUTES – 14 NOVEMBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Wednesday, 14 November, 2018.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE JOINT MEETING OF THE CIVIL & ENVIRONMENTAL SERVICES COMMITTEE AND THE ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE HELD IN THE COMMITTEE ROOM , ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 14 NOVEMBER, 2018, COMMENCING AT 9.45 AM.

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

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

APOLOGIES:

Apologies were received from Cr Peters who was unable to attend due to business reasons.

RESOLVED (Berryman/McCosker) that the apology from Cr Peters be noted.

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

There were no interests declared.

DESTINATION REPORTS**1. PROPERTY MATTER S5.2.0/11**

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

- i) the report includes 'Information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business' (Section 10A(2)(c) 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 H
CONFIDENTIAL REPORTS
(SECTION 10A(2) OF THE LOCAL GOVERNMENT ACT 1993)**

At 9.47am, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Joint Meeting should not be considered in Closed Committee. There was no response.

CLOSED COMMITTEE REPORTS

RESOLVED (Michael/Berryman) that Council proceed into Closed Committee to

discuss the matters referred to it, for the reasons stated in the motions of referral.

Upon resuming Open Committee at 9.52am, the Chair verbally reported that the Committee had met in Closed Committee, with the Press and Public excluded, and had resolved to recommend to the Committee the following:

That the Committee recommend to Council that:

1. PROPERTY MATTER S5.2.0/11
 - i) Council accept the offer from Property NSW to sell the property at 40 Campbell Street, Inverell to Council for the sum of \$280K (ex GST);
 - ii) Council accept the nominated conditions of the sale, those being that Council must;
 - a. Classify the land as 'Community Land',
 - b. Provide a copy of the classification certificate within 3 months of settlement,
 - c. Retain the 'Community Use' classification for 15 years from settlement date,
 - d. Transfer must occur within 6 months of date of acceptance.
 - iii) The General Manager and Mayor be authorised to execute the contracts under Council Seal.
 - iv) That the land be classified as "Community Land – general community use",
 - v) That a plan of management for this parcel of land be prepared in accordance with the requirements of the Local Government Act 1993.

ADOPTION OF RECOMMENDATIONS

RESOLVED (Michael/Baker) that the recommendations of Closed Committee be adopted.

There being no further business, the meeting closed at 9.55am.

RECOMMENDATION:

That:

- i) *the minutes of the Joint Committee Meeting held on Wednesday, 14 November, 2018, be received and noted; and*
- ii) *the following recommendation of the Joint Committee be considered by Council:*

1. PROPERTY MATTER S5.2.0/11

That:

- i) Council accept the offer from Property NSW to sell the property at 40 Campbell Street, Inverell to Council for the sum of \$280K (ex GST);
- ii) Council accept the nominated conditions of the sale, those being that Council must;
 - a. Classify the land as 'Community Land',

	<p><i>b. Provide a copy of the classification certificate within 3 months of settlement,</i></p> <p><i>c. Retain the 'Community Use' classification for 15 years from settlement date,</i></p> <p><i>d. Transfer must occur within 6 months of date of acceptance.</i></p>
iii)	<i>The General Manager and Mayor be authorised to execute the contracts under Council Seal.</i>
iv)	<i>That the land be classified as "Community Land – general community use",</i>
v)	<i>That a plan of management for this parcel of land be prepared in accordance with the requirements of the Local Government Act 1993.</i>

ITEM NO:	5.	FILE NO: S4.11.24
DESTINATION 2 DESTINATION 3 DESTINATION 5:	<p>A Community that is healthy, educated and sustained.</p> <p>An environment that is protected and sustained.</p> <p>The Communities are served by sustainable services and infrastructure.</p>	CES
SUBJECT:	AQUATIC CENTRE PLANNING SUNSET COMMITTEE MEETING MINUTES 14 NOVEMBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Officer - Publishing	

SUMMARY:

Meeting held on Thursday, 14 November, 2018.

For the consideration of Council.

COMMENTARY:

MINUTES OF THE AQUATIC CENTRE PLANNING SUNSET COMMITTEE MEETING HELD IN THE COMMITTEE ROOM, ADMINISTRATION CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 14 NOVEMBER, 2018 COMMENCING AT 8.15AM.

PRESENT: Crs P J Harmon (Chairperson), A A Michael, S J Berryman and P A King.

Also in attendance: Brett McInnes (Director Civil Environmental Services).

Cr McCosker came in as an observer at 8.20am.

SECTION A**APOLOGIES:**

Nil

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

There were no interests declared.

BUSINESS ARISING FROM PREVIOUS MINUTES

Nil.

SECTION D
DESTINATION REPORTS

1. INVERELL SWIMMING POOL REDEVELOPMENT STRATEGY S5.11.39

RESOLVED (Michael/King):

That the Committee recommend to Council:

- i) *That the Swimming Pool Redevelopment Strategy as presented be adopted; and*
- ii) *Council proceed as soon as practicable to procurement to undertake the Feasibility Study stage of the strategy.*

NEXT MEETING

The next meeting will be held on a date to be determined.

There being no further business, the meeting closed at 8.25am.

RECOMMENDATION:

That:

- i) *the Minutes of the Aquatic Centre Planning Committee Meeting held on Wednesday, 14 November, 2018, be received and noted; and*
- ii) *the following recommendation of the Aquatic Centre Planning Committee be considered by Council:*

1. INVERELL SWIMMING POOL REDEVELOPMENT STRATEGY S5.11.39

That:

- i) *The Swimming Pool Redevelopment Strategy as presented be adopted; and*
- ii) *Council proceed as soon as practicable to procurement to undertake the Feasibility Study stage of the strategy.*

ITEM NO:	6.	FILE NO: S31.9.3
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	WASTE MANAGEMENT SUNSET COMMITTEE MEETING MINUTES – 28 NOVEMBER 2018 – (LISTING)	
PREPARED BY:	Nicole Riley, Administration Coordinator	

A Waste Management Sunset Committee meeting is to be held 10.00am, Wednesday, 28 November, 2018. It is intended that the minutes from this meeting be tabled at the Council meeting.

COMMENTARY:

This report is intended to request Council to accept the tabling of the Waste Management Sunset Committee meeting minutes, which is to be held at 10.00am on Wednesday, 28 November, 2018.

It is intended that a supplementary report will be presented at the Council meeting.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: S.15 Promote the effective integration of waste management and recycling services.

Term Achievement: S.15.01 Council has an integrated waste management plan that not only meets statutory recycling levels but also meets environmental and community demands.

Operational Objective: S.15.01.01 To establish and maintain effective partnerships that deliver an innovative approach that takes advantage of the most practical and sustainable waste management solutions available.

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

That a supplementary report on this matter be received.

TO ORDINARY MEETING OF COUNCIL 28/11/2018

ITEM NO:	1.	FILE NO: S13.6.5
DESTINATION 1:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	DUTIES OF DISCLOSURE - PECUNIARY	
PREPARED BY:	Scott Norman, Director Corporate & Economic Services	

SUMMARY:

Section 449 of the *Local Government Act 1993* requires that councillors and designated persons submit returns disclosing their pecuniary interests and other matters annually.

The purpose of this report is to table the disclosure forms submitted by councillors and designated persons.

COMMENTARY:

Under the provisions of Section 449 of the *Local Government Act, 1993*, Councillors and designated persons must complete and lodge with the General Manager a pecuniary interest return as part of Schedule 2 of Section 449.

The General Manager is obliged to ensure returns are tabled in accordance with Section 450A of the *Local Government Act*. The current annual declaration period is from 1 July 2017 to 30 June 2018.

In accordance with the Act, the completed Disclosure Form submitted by Cr McCosker will be tabled at today's meeting.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND MANAGEMENT PLAN:

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

Operational Objective:

Management Plan – CS.01 Administrative Services, “To provide a range of services and systems which underpin Council's administrative process in a timely and efficient manner.”

POLICY IMPLICATIONS:

Compliance with Council's Policy relating to Designated Persons.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Compliance with Section 449 of the *Local Government Act, 1993*.

449 Returns disclosing interests of councillors and designated persons

(3) A councillor or designated person holding that position at 30 June in any year must complete and lodge with the general manager within 3 months after that date a return in the form prescribed by the regulations.

450A Register and tabling of returns

- (1) The general manager must keep a register of returns required to be lodged with the general manager under section 449.
- (2) Returns required to be lodged with the general manager under section 449 must be tabled at a meeting of the council.

RECOMMENDATION:

That the pecuniary interest return submitted by Cr McCosker be noted.

ITEM NO:	2.	FILE NO: S8.3.1/11
DESTINATION 4:	A strong local economy	B
SUBJECT:	SAPPHIRE ROCK 'n' ROLL FESTIVAL	
PREPARED BY:	Scott Norman, Director Corporate & Economic Services	

SUMMARY:

A new event, The Sapphire City Rock 'n' Roll Festival has been proposed for the Inverell Shire. Council has been asked to support the event.

COMMENTARY:

At the Civil & Environmental Services Committee meeting on 14 November, 2018 a delegation proposed a Sapphire Rock N Roll Festival for March 2019.

The group believes Inverell Shire needs a signature event and has been inspired by a similar event that has been run successfully at Mount Tambourine for the past seven years. Inverell being known as the Sapphire City ties in nicely with the "Rock" part of Rock and Roll.

The date was selected to replace the Opera in the Paddock event, because of the mild temperature that time of year and to coincide with the Transport Museum's annual swap meet. The Festival would be a full weekend program of events including an old-style drive-in movie at the Transport Museum, a themed art photographic exhibition at the Inverell Art Gallery, a tenpin bowling competition at Shake Rattle and Bowl, a 50/60s era movie marathon at the Majestic Cinema in Inverell and more.

The group is seeking the following support from Council

1. Assistance preparing a grant application.

Members of the deputation have previously individually approached Council with this request. The Manager of Integrated Planning and Reporting has forwarded possible funding opportunities as she has identified them. To date no application has been submitted.

At the moment there is no identified program currently open or pending that would provide funding in time for a March 2019 event.

Another consideration is who would apply for a grant? Currently the Group is a loose association of individuals with no standing as a legal entity. Each funding program has different eligibility rules so not every program is available to every type of legal entity; however regardless of the funding program any applicant needs legal standing and a Australian Business Number (ABN).

This is a community based project and it may well not be appropriate for Council to auspice a grant. If Council takes responsibility it follows the needs to be a degree of control which may not be achievable or desirable with an independently organised event. As an alternative The Inverell Chamber of Commerce and Industry may be an appropriate partner for grant applications and administration.

2. A representative from Council.

The most appropriate staff member to assist this group would be Peter Caddey, Manager Tourism and Marketing.

3. A commercial investment from Council.

Currently the investment is not quantified, at best Council could offer in principle support pending more detail.

4. Access to Council's facilities and equipment, assistance with road closures, street music as well as marketing and promotion.

Some of these requests are in kind contributions, however they still need to be funded from within the Council budget, some of these requests necessitate external expenditure such as advertising of road closures, and again it would be difficult for Council to offer anything beyond in principle support pending more detail.

In summary Council needs to consider if it supports the proposal. In practical terms there is little chance of securing grant funding in time to hold the event in March 2019 and in any case to organise and promote the event in that time frame would be challenging.

It is suggested that:

1. Council offer in principle support;
2. Nominate the Manager Tourism and Marketing to represent Council on the organising Committee;
3. Seek to identify possible grant funding opportunities, and
4. Consider further specific requests for assistance when additional detail around the funding and delivery model is available.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: B.08 Promote the Shire as a destination for visitors.

Term Achievement: B.08.01 Programs are in place that promotes the Shire as a unique holiday experience.

Operational Objective: B.08.01.01 To promote the Shire as a destination for long and short stay visitors.

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

A contribution has been requested from Council.

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

A matter for Council.

TO ORDINARY MEETING OF COUNCIL 28/11/2018

ITEM NO:	1.	FILE NO: S4.13.2
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	STRATEGIC TASKS – ‘SIGN OFF’ – NOVEMBER 2018	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

A part of a successful governance program is a need for administration to indicate to the policy makers that the requirements of the legislation, under which the organisation operates, has been provided. As a result, this information report provides Councillors with a statement of assurance from the General Manager that in accordance with the *Local Government Act, 1993*; the tasks have been complied with.

COMMENTARY:

The November, 2018 tasks required to be undertaken are detailed below. Any of these tasks may be added to as Council becomes familiar with this new initiative.

Date	Compliance Requirement	Achieved/Not Achieved	Comments
1 November 2018	LIRS portal opens for claims, for the month	Achieved	Lodged 20/11/18
20 November 2018	Expected second installment of 2018-19 Financial Assistance Grants.	Achieved	Received on 16/11/18
28 November 2018	Last day for notice for presentation of audited Financial Reports (s.418(2)).	Achieved	Notice advertised in Inverell Times 09/11/18
30 November 2018	Second quarter rates installment due (s.562).	Achieved	Rates instalment notices mailed 27/10/18 due 30/11/18
30 November 2018	Electronic lodgment of Grants Commission General Data Return.	In Progress	In progress, due 30/11/18
30 November 2018	Last day for RAO to submit QBRS review to Council (LGGR cl.203(1)).	Achieved	Reported to November Economic & Community Sustainability Committee meeting.
30 November 2018	Notify Minister (via OLG) that Annual Report has been posted on Council's website (s.428) – Must include GIPA and PID annual reporting information.	In Progress	In progress due 30/11/18

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of November, 2018. I confirm the accuracy and completeness of the information

provided above, in that to the best of my knowledge and understanding, all material information has been herein disclosed.

P J HENRY PSM

GENERAL MANAGER

ITEM NO:	2.	FILE NO: S13.5.5/09
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	QUESTIONS WITHOUT NOTICE – OCTOBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Office - Publishing	

SUMMARY:

The following details the Questions without Notice items raised at the Ordinary Meeting held 24 October, 2018.

Council is requested to note the actions taken to date.

COMMENTARY:

BP/REF: ITEM NO:	SUBJECT and FILE REFERENCE:	COMMENTS:
QWN/ORD 37/18 Cr Dight	<u>Skate Park for Ashford S21.8.4</u> Cr Dight requested that Council consider and investigate a Skate Park for Ashford and a report be brought back for Council's information.	Matter being investigated
QWN/ORD 38/18 Cr Michael	<u>Drinking Fountains S30.11.1 & S21.8.1/11</u> Cr Michael requested that information be provided on the location of drinking fountains in Inverell along with possible additional locations along the concrete path network.	Information is being prepared

ITEM NO:	3.	FILE NO: S15.8.77
DESTINATION 2:	A community that is healthy, educated and sustainable	C
SUBJECT:	SUMMARY - YOUTH OPPORTUNITIES PROGRAM	
PREPARED BY:	Christy Galbraith – Corporate Support Officer (General Duties)	

SUMMARY:

Councillors will be aware that in January 2018, Council secured a grant of \$50,000 from the NSW Government's Youth Opportunities Program. The year-long project finishes in December, with results of the project outlined below.

COMMENTARY:

The aim of the project was to provide inclusive and motivational programs for youth to grow skills and confidence and be job and volunteer ready. The project also aimed to positively promote the role of youth in our community. The final quarter of 2018 included the following events:

1. Computer Building Workshop No. 2

The four week workshop involved youth aged 13 – 20 years, who gained skills in stripping computers, identifying components and elements for repair or renewal and constructing working PCs from recycled parts.

Total participants: 12

2. First Aid Workshop No. 2

During October school holidays, accredited training was delivered to 12 youth, aged 14-20.

Total participants: 12

3. Gum Flat Movie Night

In partnership with Gum Flat P&C, a free movie night was held at Gum Flat Hall on Saturday, 8 September. The event included face painting, rock climbing wall, BBQ by the Gum Flat P&C, popcorn machine and movie screening. A total profit of \$1,300 was raised by the P&C.

Total participants: 250

4. Dye Hard Colour Fun Run

Council hosted Inverell's first Dye Hard Colour Fun Run event on Saturday, 6 October 2018 at the Inverell Sports Complex. The course, a 1km loop, enabled participants of all ages and fitness levels to participate. Inverell Macintyre Lions Club assisted as course marshals and dye stations and received the proceeds of all adult tickets sold, \$1500. The Inverell Apex Club raised funds with a BBQ at the event.

Total participants: 400

5. Inverell's Got Talent

The project budget included an \$800 contribution to Inverell East Rotary's event, which was held Friday, 26 October, 2018.

6. Ashford Movie Night

In partnership with Ashford P&C, Council hosted a free family movie night at the Ashford Pool on Saturday, 3 November 2018. Ashford School P&C's BBQ raised over \$850 for the night. An inflatable slide and screening of Coco was well received by the Ashford community.

Total participants: 300

7. Obstacool

Obstacool, Australia's largest inflatable obstacle course will be hosted at Varley Oval on Thursday 13 December and Friday 14 December, 2018. Obstacool consists of a giant mix of inflatables, tunnels, rock walls, commando nets and stepping stones for ages 4-12.

Nine (9) schools are registered to attend the event, including Inverell Public School, Holy Trinity School, Yetman, Bonshaw, Gilgai, Gum Flat, Tingha, Gravesend, Sapphire Home Schoolers and, KCL Childcare Services. Five (5) separate sessions have been made available for the public to attend.

Total participants: 1500

Summary of Project:

During 2018, a total of 16 youth opportunities have been offered across the Shire. A summary of attendance is provided below:

• Kayaking Tours	44 participants
• Village movie nights	
<i>Gilgai, Gum Flat & Ashford</i>	700 participants
• Mural workshops	
<i>Yetman & Ashford</i>	20 participants
• CPR training	12 participants
• Careers expo	563 participants
• 3D Animation	50 participants
• Computer building workshops	24 participants
• First Aid workshops	24 participants
• Art classes	12 participants
• Skateboarding workshop	80 participants
• Dye Hard Colour Run	400 participants
• Obstacool	1500 participants

TOTAL 3,429 participants

The project received widespread positive feedback from stakeholders, project partners and the general community, which is reflected in media opportunities and in comments such as the one received below:

'A MASSIVE thank you to Inverell Shire Council for providing the opportunity for my son to learn about re-building computers! When I asked him how his first session went, he replied: "I LOVED it! It was the best". All night he's been saying how he can't wait until tomorrow to do it again! He's on a real high! PS. He has autism and you have ignited a spark. I am grateful, thank you.'

ITEM NO:	4.	FILE NO: S15.8.73/02
DESTINATION 2:	A community that is healthy, educated and sustainable	C
SUBJECT:	GRANDPARENTS DAY 2018	
PREPARED BY:	Christy Galbraith – Corporate Support Officer (General Duties)	

SUMMARY:

Grandparents Day 2018 was held at the Inverell Town Hall on Sunday, 28 October 2018. The detail is for Council's information.

COMMENTARY:

As a recipient of a \$6,507 grant from the NSW Government, Council hosted a free *Grandparents are Superheros Too!* Afternoon tea at the Town Hall on Sunday, 28 October 2018 to recognise and celebrate the contributions that grandparents make to their families and communities.

More than 150 people attended a lively event which saw up to four generations of a single family share an afternoon tea. It is the third year Council has hosted the event, with many families returning from previous years.

Features of the event included:

- Performance by Craze Dance Academy;
- Interactive acrobatic and ninja action show with Spiderman, Captain America and Wonder Woman from Sydney based Action Reaction Entertainment;
- Afternoon tea cooked and prepared by 12 high school students, with the assistance of local chef, Bill Floyd and grandparents;
- Colouring-in competition;
- Artwork display from Jack and Jill Pre-School, Catherine Campbell Centre and Kindamindi;
- and
- Photo booth provided by a local business.

The event received widespread positive feedback from the general community, which is reflected in comments below. The Danthonia community also provided 20 volunteers as wait staff, predominantly teenage exchange students from the USA, who also assisted with packing up and cleaning following the event.



Elissa N Joshua Murphy Thank you What an amazing event!! The afternoon was excellent and so well organised!!! Thank you!!!

21/11/18



Bec Brien Thank you so much to those who organised this fantastic event. All reports from my kids and parents were that it was a fantastic afternoon that was thoroughly enjoyed by everyone 😊 We are lucky to have events such as these in our town!

The kids who made the food did a brilliant job. Thanks for another lovely afternoon



Shaz Wil Thanks for a fantastic afternoon.

2w



Jo Odell Awesome afternoon well done to everyone who organized this advent

2w



Sammy McDonald My nan took my 6 year old an they both had a lovely afternoon. Nan said it was fantastic

2w



Melissa Bernard It was the best afternoon! We all thoroughly enjoyed ourselves. Thanks for such a great time. 😊

2w

ITEM NO:	5.	FILE NO: DA-132/2018
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	REINSTATEMENT OF VERANDAH OVER FOOTPATH - OXFORD HOTEL - 61-67 OTHO STREET, INVERELL	
PREPARED BY:	Chris Faley, Development Planner	

SUMMARY:

The purpose of this report is to provide Councillors with information relating to the reinstatement of the verandah over the footpath at the Oxford Hotel, 61-67 Otho Street, Inverell.

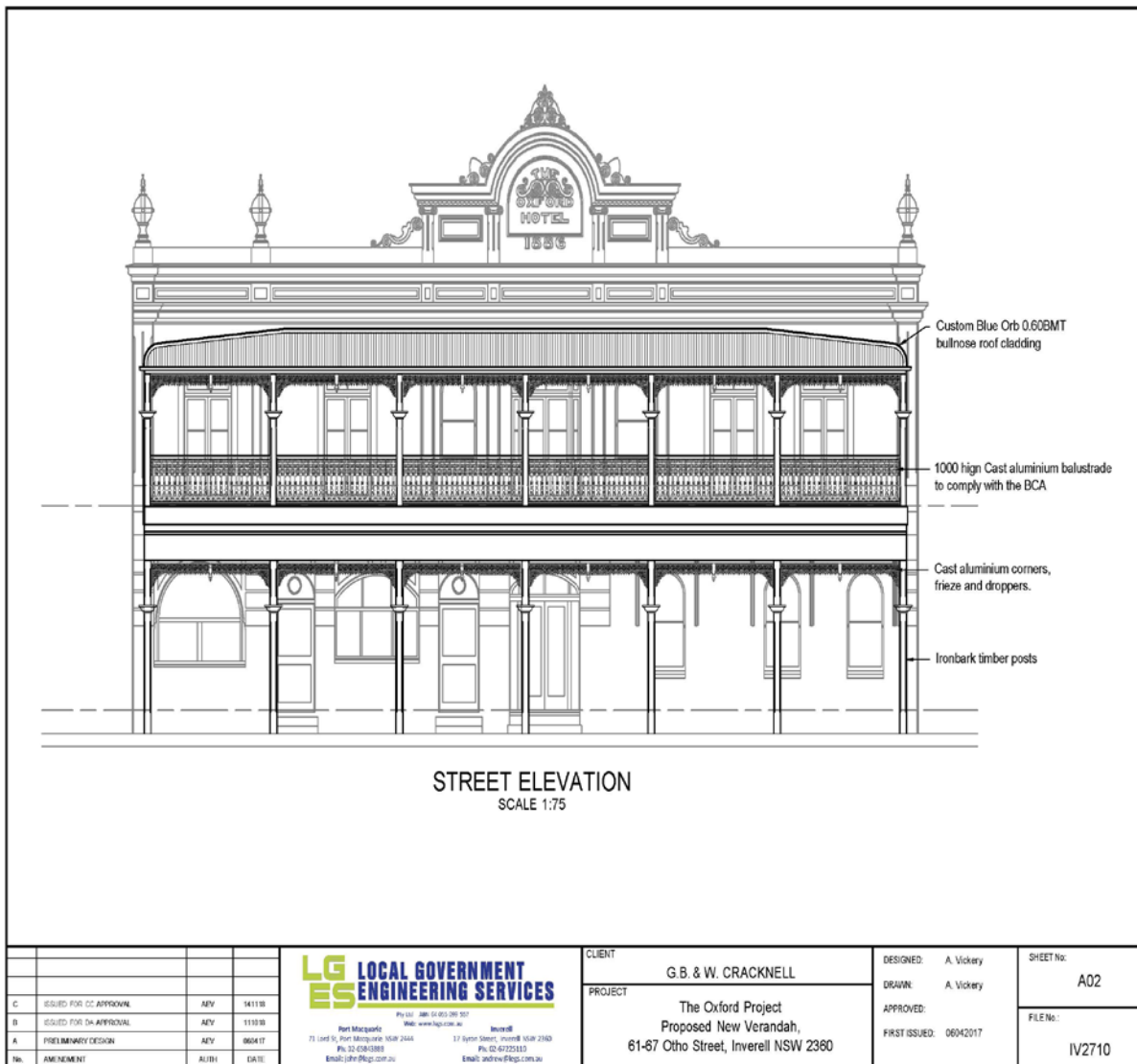
COMMENTARY:

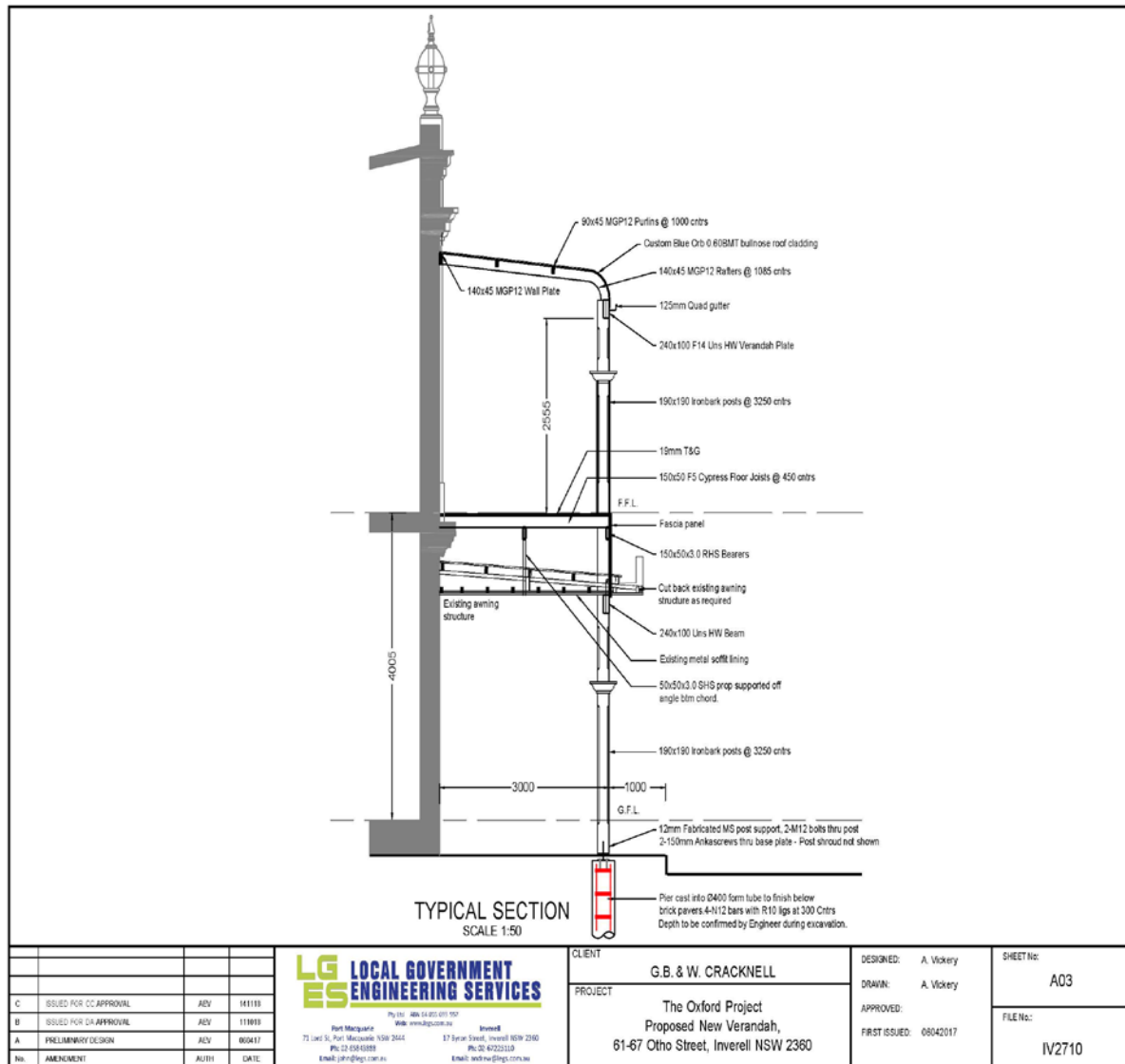
The Oxford Hotel has been successful in obtaining funding from the NSW Office of Environment and Heritage (OEH) for the reinstatement of the verandah over the Otho Street footpath.

Council recently granted development consent (DA-132/2018) for the reinstatement of the verandah, 1 metre behind the kerb. Construction of the verandah has commenced. It is considered that the reinstatement of the verandah is a positive heritage initiative and will contribute to the attractiveness of the CBD.

The construction period is approximately 2 months and during this period, the footpath and eight (8) parking spaces will be closed. Whilst the timing is unfortunate, the developer is required to commence construction now to ensure that works are completed to meet OEH funding deadlines in early 2019. The temporary closure of eight (8) parking spaces is not considered unreasonable given those spaces are directly out the front of the Oxford and adequate parking remains in and around the CBD. On-street parking, including disability access parking remains available for nearby premises, with the centre median also providing a refuge for pedestrians crossing from parking spaces on the opposite side of the Otho Street.

A copy of the plans of the verandah has been included as **Appendix 1** (E7 – E8) for the Councillors information.

APPENDIX 1



ITEM NO:	6.	FILE NO: S7.2.4/11
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	CONSTRUCTION CERTIFICATES APPROVED FOR OCTOBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

The following details the Construction Certificates approved by Council for October 2018.

INFORMATION:

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-11/2018	Ms Tracey Janine Morris	26 William Street, Inverell	Dwelling	70,000
CC-61/2018	Flemington Pty Ltd	1640 Copeton Dam Road, Gum Flat	Alterations and Additions to Dwelling	400,000
CC-70/2018	Mr Mark Alan Rainger & Mrs Jillian Gaye Rainger	28 King Street, Inverell	Alterations and Additions to Dwelling	388,000
CC-74/2018	Mr Taylor Mason	16 White Box Place, Inverell	Construct New Dwelling	350,000
CC-76/2018	Mr Brian Robert James & Mrs Sonja Brigita James	240 Halls Lane, Bukulla	Construct New Shed	35,000
CC-85/2018	Mr Darren John Halliday	389 Auburn Vale Road, Inverell	Construct New Shed	24,000
CC-88/2018	Mrs Susan Lee Brissett	37 Mulligan Street, Inverell	Demolition of Dwelling & Construction of Attached Dual Occupancy	350,000
CC-90/2018	Mr Malcolm David Robinson	14 MacIntyre Street, Delungra	Construct New Shed	15,000
CC-91/2018	Mr Phillip Bruce Frame	108-110 Warialda Road, Inverell	Install Signage	5,000

CC-93/2018	Mr Matthew Kieren Whan	93 Short Street, Inverell	Construct Carport and Walkway	4,000
CC-96/2018	Mrs Dianne Julie Robertson	29 Lang Street, Inverell	Alterations and Additions to Dwelling	44,909
CC-97/2018	Mrs Deirdre Anne Carpenter	21 Harland Street, Inverell	Movable Dwelling (Dual Occupancy Detached)	5,000
CC-98/2018	Mr Christopher Antony Edwards	9 Box Tree Place, Inverell	Shed	10,000
CC-99/2018	Ms Leigh Anne Bogan	20 Caloola Drive, Inverell	New Carport	7,100
CC-100/2018	Mr Mark Patrick Leonard & Mrs Gayle Margaret Leonard	21 Alsace Road, Inverell	Construct New Shed	53,000
CC-104/2018	Mr Anthony Michael Doyle & Mrs Cartherine Anne Doyle	8 Brewery Street, Inverell	Shed	450,000
CC-105/2018	Danbuilt Pty Ltd	370A Old Bundarra Road, Inverell	Extend Patio	12,000
CC-107/2018	McNally Constructions Pty Ltd	6388 Warialda Road, Yetman	Dwelling	380,000
CC-112/2018	DW Barry Pty Ltd	197 Byron Street, Inverell	Concrete Slab	25,000
Monthly estimated value of Approvals: October 2018			19	2,628,009

SUMMARY:

The following details the Amended Construction Certificates approved by Council for October 2018.

INFORMATION:

Nil

SUMMARY:

The following details the Construction Certificates approved by Private Certifier for October 2018.

INFORMATION:

Nil

AMENDED CONSTRUCTION CERTIFICATES**SUMMARY:**

The following details the Amended Construction Certificates approved by Private Certifier for October 2018.

INFORMATION:

Nil

ITEM NO:	7.	FILE NO: S7.2.4/11
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING OCTOBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

The following details the Complying Development Certificates approved by Council during October 2018.

INFORMATION:

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-26/2018	Mr Paul William Harris	50 Fernhill Road, Inverell	Construction of Shed and Patio	22,000
CD-27/2018	Mr Harold Mason	48 Fernhill Road, Inverell	Additions to Shed	10,000
CD-31/2018	Mr Joshua Walter Vicary	22 Medora Street, Inverell	Construct Shed	9,000
CD-32/2018	Mr Michael John Grills	272 Fernhill Road, Inverell	Construct Addition to Dwelling	100,000
Monthly estimated value of Approvals: October 2018			4	141,000

AMENDED COMPLYING DEVELOPMENT CERTIFICATES**SUMMARY:**

The following details the Amended Complying Development Certificates approved by Council for October 2018.

INFORMATION:

Nil

SUMMARY:

The following details the Complying Development Certificates approved by Private Certifier for October 2018.

INFORMATION:

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-30/2018	Smart Commercial Solar	149-151 Otho Street, Inverell	Solar Panel Installation - 15KW	18,197
CD-33/2018	Department of Human Services	158 Otho Street, Inverell	Internal Alterations to Existing DHS Office	135,663
Monthly estimated value of Approvals: October 2018			2	153,860

SUMMARY:

The following details the Amended Complying Development Certificates approved by Private Certifier for October 2018.

INFORMATION:

Nil

ITEM NO:	8.	FILE NO: S7.2.4/11
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	SUMMARY OF BUILDING CONSTRUCTION FOR OCTOBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

The following report summarises the Building Construction for the Inverell Shire in October 2018.

INFORMATION:**Total Building Construction for Inverell Shire for October 2018:**

<u>Type of Consent</u>	<u>Number</u>	<u>\$ Amount</u>
Construction Certificates – Council Approved	19	2,628,009
Construction Certificates – Private Certifier	0	0

Complying Development – Council Approved	4	141,000
Complying Development – Private Certifier	2	153,860
Totals	25	2,922,869

Estimated Value of Approvals issued in the financial ytd in:	2018/2019 (59)	\$6,496,149
	2017/2018 (56)	\$6,971,927

ITEM NO:	9.	FILE NO: S18.10.2/11
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	DEVELOPMENT CONSENTS AND REFUSALS DURING OCTOBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

The following details the Development Consents and Refusals during October 2018.

INFORMATION:

APPROVALS

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-112/2018	Miss Joyce Barry & Mrs Beverly Ann Korsch	9 – 11 Albert Street, Inverell	Staged Subdivision	Nil
DA-115/2018	Mr Phillip Bruce Frame	108-110 Warialda Road, Inverell	Install Signage	5,000
DA-119/2018	Mrs Dianne Julie Robertson	29 Lang Street, Inverell	Alterations and Additions to Dwelling	44,909
DA-121/2018	Mr Christopher Antony Edwards	9 Box Tree Place, Inverell	Shed	10,000
DA-122/2018	Ms Leigh Ann Bogan	20 Caloola Drive, Inverell	New Carport	7,100
DA-123/2018	Peyton Bre- Anna Cleal	92 Otho Street, Inverell	Change in Use – Skin Penetration (Beauty Salon)	Nil

DA-124/2018	Mr Mark Patrick Leonard & Mrs Gayle Margaret Leonard	21 Alsace Road, Inverell	Construct New Shed	53,000
DA-125/2018	Mr Andrew Waler Lee	39 George Street, Inverell	Alterations and Additions to Dwelling	30,000
DA-127/2018	Mr Michael James Walls & Mrs Cassandra Irene Walls	38 Dog Tap Lane, Inverell	Construct New Dwelling	385,000
DA-128/2018	Danbuilt Pty Ltd	370A Old Bundarra Road, Inverell	Extend Patio	12,000
DA-129/2018	John Green Pty Ltd	148 Evans Street, Inverell	Shed	52,650
DA-130/2018	McNally Constructions Pty Ltd	6388 Warialda Road, Yetman	Dwelling	380,000
DA-131/2018	Mr Lucas James Brown & Ms Linda Ann Bryant	100 Anderson Lane, Oakwood	Pool	25,000
DA-134/2018	DW Barry Pty Ltd	197 Byron Street, Inverell	Concrete Slab	25,000
Monthly estimated value of Approvals: October 2018			14	1,029,659

DEVELOPMENT AMENDMENTS

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-99/2015/A	Ms Linda Ann Bryant & Mr Lucas James Brown	100 Anderson Lane, Oakwood	New Dwelling and Shed	0
DA-112/2016/A	Ms Linda Ann Bryant & Mrs Lucas James Brown	100 Anderson Lane, Oakwood	Granny Flat	0
DA-19/2018/A	Mr Anthony Michael Doyle & Mrs Catherine Anne Doyle	8 Brewery Street, Inverell	New Dwelling Occupancy (Detached)	0
Monthly estimated value of Approvals: October 2018			3	Nil

REFUSALS

Nil

ITEM NO:	10.	FILE NO: S18.10.2/11
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	VARIATION TO DEVELOPMENT STANDARDS APPROVED DURING OCTOBER 2018	
PREPARED BY:	Anthony Alliston, Manager Development Services	

SUMMARY:

As part of the monitoring and reporting requirements established by the NSW Department of Planning, a report of all variations approved under delegation in accordance with Clause 4.6 of *the Inverell Local Environmental Plan 2012* must be provided to a full council meeting.

The following details the variations to development standards approved during October 2018.

INFORMATION:

Nil

ITEM NO:	11.	FILE NO: S29.19.1
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	SEPTIC TANK APPROVALS FOR OCTOBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

The following details the Septic Tank approvals for October 2018.

INFORMATION:

<u>Septic Application Number</u>	<u>Applicant</u>	<u>Property</u>
S – 27/2018	Mr Luke Charles Holder	365 Fernhill Road, Inverell
S - 29/2018	McNally Construction Pty Ltd	6388 Warialda Road, Yetman

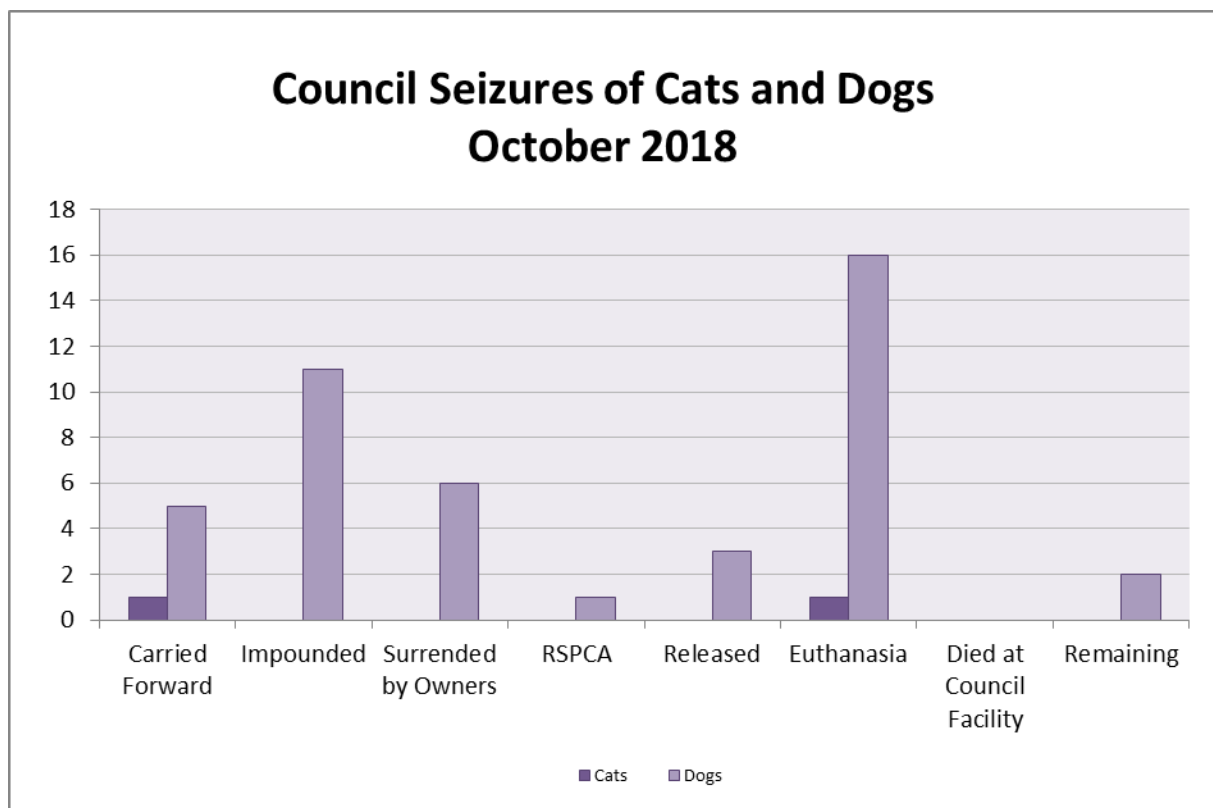
ITEM NO:	12.	FILE NO: S18.10.1
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	ORDINANCE ACTIVITIES REPORT FOR OCTOBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

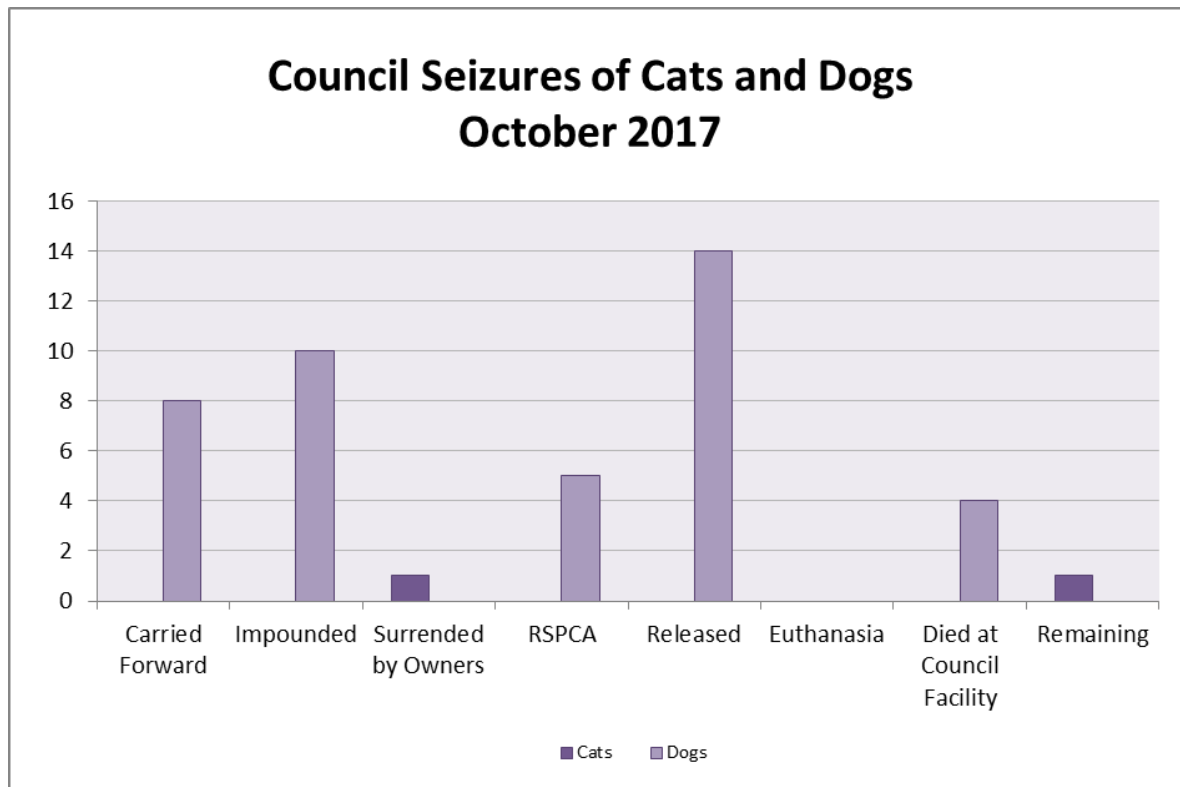
The following details the number of various Ordinance activities carried out during October 2018, in comparison to the same month in 2017.

INFORMATION:

Nil

COMPLIANCE**Inverell Shire Council Pound Monthly Report October 2018**

Inverell Shire Council Pound Monthly Report October 2017



ITEM NO:	13.	FILE NO: S13.6.11
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	RECONCILIATION OF COUNCILLOR EXPENSES	
PREPARED BY:	Scott Norman, Director Corporate and Economic Services	

SUMMARY:

Council has requested a report providing reconciliation on Councillor Expenses between the Annual Report and the Financial Statements.

COMMENTARY:

1. Background

At the May 2018 Council meeting it was resolved (resolution 54/18), "Council is provided with a report covering the period 1 July 2013 to date identifying all expenditure on Councillor professional development including training and conference expenses".

An information report was presented to the July 2018 Council meeting detailing expenditure on Councillor Professional Development and training costs as requested under resolution 54/18.

It should be noted that this report required costs to be manually extracted from various cost centres within Councils General Ledger. Councillor Professional Development and Training forms a subset of the detailed expenditure included in the annual report in accordance with Local Government (General) Regulation 2015, Section 217.

The notice of motion at October's Council meeting called for a reconciliation on Councillor expenses between the Annual Report and Council's Annual Financial Statements and an explanation explaining the variation between Councillor Expenses and those provided in July 2018.

2. Reconciliation

COUNCILLOR EXPENSES RECONCILIATION BETWEEN ANNUAL STATEMENTS AND ANNUAL REPORT

Annual Report					
Mayoral and Councillor Expenses - Regulation Section 217 (a)(a1)					
	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013
Provision of Facilities and Payment of Expenses	35,997.46	16,339.01	23,641.77	44,957.28	54,756.45
Mayor and Councillor Fees	129,735.06	125,936.92	120,485.88	117,749.96	119,265.00
Council and other Meeting Costs	10,230.77	14,898.68	13,693.23	9,194.67	
TOTAL	175,963.29	157,174.61	157,820.88	171,901.91	174,021.45

Annual Statements					
	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013
Note 4 (e) - Expenses from continuing operations					
Councillor expenses - mayoral fee	24,630.00	24,030.00	23,439.96	19,058.30	22,310.04
Councillor expenses - Councillors Fees	105,105.06	101,906.92	97,045.92	98,691.66	96,954.87
Councillor expenses - (inc mayor) - Other	43,325.56	20,005.95	23,641.77	37,193.85	44,759.36
Telephone and communications #	2,124.13	2,405.83	2,195.00	2,263.86	2,355.25
Note 4 (a) - Employee benefits and on-cost					
Travel Expenses ##	778.54	8,825.91	11,498.23	14,694.24	7,641.93
TOTAL	175,963.29	157,174.61	157,820.88	171,901.91	174,021.45

The Mayoral telephone expenses are aggregated within Council's entire telecommunications expenditure

The Mayoral internal fleet charges are aggregated within Council's entire fleet expenses

COUNCILLOR PROFESSIONAL DEVELOPMENT AND TRAINING

Annual Report Mayoral and Councillor Expenses - Regulation Section 217 (a)(a1)					
	2016-2017	2015-2016	2014-2015	2013-2014	2012-2013
cl217(1)(a1)(iii) Attendance of Councillors at conferences & Seminars	8,761.23	2,610.77	8,166.58	10,490.09	Breakup not included in 2012-2013 Annual Report
cl217(1)(a1)(v) Interstate visits by Councillors including transport, accommodation and other out of pocket travelling expenses	2,943.62	398.36	808.32	3,308.57	
cl217(1)(a1)(vii) Expenses of any spouse, partner or other person who accompanied a Councillor	681.45	242.73	253.64		
Council and other meeting costs #	-	4,132.00	819.25		
TOTAL	12,386.30	7,383.86	10,047.79	13,798.66	-
Councillor Professional Development and Training as per July 2018 Report (figures rounded to whole dollars)	12,377.00	7,384.00	10,048.00	13,799.00	10,619.00

includes vehicle travelling costs to meetings (such as Library and Border Roc meetings) taken from Travel Expenses

3. Explanatory Notes

Council's annual Financial Statements are prepared in accordance with the:

- Australia Standards and Australian Accounting interpretations;
- Local Government Act 1993 (NSW) and Regulations;
- Local Government Code of Accounting Practice and Financial Reporting.

The above accounting standards results in some Councillor expenditure being aggregated with other Council expenses within the financial statements. For example, Councillor Telephone expenses are aggregated with all of Councils telephone expenses.

The above reconciliation between the figures reported in the Annual Statements and those reported in the Annual Report clearly shows no variation in the reported figures.

It is worth noting that professional development expenses reported to Council in July 2018 only included expenses relating to Councillor professional development and training costs and did not include other Councillor expenses (such as iPad expenses and Councillor sustenance) which are reported in the Annual Statements and Annual Report. However; due to a mathematical error, during the manual extraction of the requested data, the reported professional development and training expenses for 2016/2017 in the July 2018 information report were understated by \$9.30.

RECOMMENDATION:

That the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 28 November, 2018, be received and noted.

TO ORDINARY MEETING OF COUNCIL 28/11/2018

ITEM NO:	1.	FILE NO: S12.11.1
DESTINATION 5:	The communities are served by sustainable services and infrastructure.	S
SUBJECT:	PRESENTATION OF COUNCIL'S 2017/2018 AUDITED FINANCIAL REPORTS	
PREPARED BY:	Paul Pay, Manager Financial Services	

SUMMARY:

Council statutory Financial Reports for the financial year ending 30 June, 2018, have been completed and audited in accordance with Section 413 of the *Local Government Act 1993* (LGA).

Council's Financial Reports have been submitted to the Office of Local Government in accordance with legislative requirements.

Council is now required to consider the Audit Report. The Auditor will be in attendance at today's Council meeting to speak in relation to the reports.

COMMENTARY:

In accordance with Section 418 of the LGA, Council is required to present its audited consolidated Annual Financial Statements to the public. Section 418(2) requires public notice of at least 7 days be given of the Council meeting date fixed for presentation of the audited financial statements. In accordance with this provision an advertisement was placed in the Inverell Times on Friday 9 November, 2018, advertising Council's financial result for the year ended 30 June, 2018, and calling for submissions on the General Purpose Financial Reports.

Section 420 of the LGA, allows any person to make a submission to Council with respect to the audited financial statements or auditor's report within 7 days of the reports being presented to the public. At the time this report was prepared no submissions had been received. Any submissions received will be provided to Council.

Council's Auditors, NSW Audit Office, have completed the audit of Council's financial statements for the year ending 30 June, 2018 under Section 417 of the LGA. In accordance with Section 417, Council's auditors must prepare the following reports to Council:

1. An independent Audit Report for the General Purpose Financial Statements;
2. An independent Audit Report for the Special Purpose Financial Statements; and
3. A report on the conduct of the audit.

Council received the above mentioned audit reports on 29 October, 2018.

It is a requirement of the Office of Local Government (OLG) that lodgement of the audited Financial Statements and the Auditors Reports be submitted to the OLG by 31 October of each year. This requirement has been met with Council submitting the Statements on 30 October, 2018.

James Sugumar, Director Financial Audit, Audit Office of NSW, will be in attendance at this meeting to deliver and speak in relation to their Audit Report.

A copy of Council's audited Financial Statements including the Audit Reports has been provided with this Business Paper.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND MANAGEMENT PLAN:

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

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

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

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

There are no financial implications resulting from the adoption of the recommendations. The Audited Financial Reports provide a "snapshot" of Council's financial position as at 30 June, 2018.

LEGAL IMPLICATIONS:

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

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

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

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

Council has complied with all legislative guidelines in this matter.

RECOMMENDATION:

That:

- i) the information be received and noted; and*
- ii) the Audit Report for the 2017/2018 Financial Year be adopted.*