



Business Paper
Ordinary Meeting of Council
Wednesday 19 December, 2018

INVERELL SHIRE COUNCIL

NOTICE OF ORDINARY MEETING OF COUNCIL

13 December, 2018

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 19 December, 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

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.

INTERNAL CALENDAR JANUARY 2019

SUN	MON	TUE	WED	THU	FRI	SAT
		New Years Day 1.	2.	3.	4.	5.
Sapphire City Markets 6.	7.	8.	9.	10.	11.	12.
13.	14.	15.	16.	17.	18.	19.
Sapphire City Markets 20.	21.	22.	23.	24.	25.	Australia Day Celebrations: Inverell, 7.30am (Victoria Park) Delungra 10am (ANZAC Park) Ashford, 7.30am (Ashford Pool) 26.
27.	Australia Day Public Holiday 28.	29.	30.	31.		

KEY:

 Council office closed

MINUTES OF THE ORDINARY MEETING OF INVERELL SHIRE COUNCIL HELD IN THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET, INVERELL ON WEDNESDAY, 28 NOVEMBER, 2018 COMMENCING AT 3 PM.

PRESENT: Cr P J Harmon (Mayor) [Chairperson], Crs A A Michael, C M Dight, P A King, J N McCosker, S J Berryman, J A Watts 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 Baker tendered her apology and sought leave of absence for business reasons.

145/18 RESOLVED (Watts/Dight) that the apology from Cr Baker due to her absence for business reasons be accepted, and that leave of absence be granted.

CONFIRMATION OF MINUTES **S13.5.2/11**

146/18 RESOLVED (Berryman/King) that the Minutes of the Ordinary Meeting of Council held on 24 October, 2018, as circulated to members, be confirmed as a true and correct record of that meeting.

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

There were no interests declared.

PUBLIC FORUM **S13.5.6/11**

At this juncture, the time being 3.04 pm, the Mayor welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak.

NAIDOC Committee

Kelvin Brown and Lyn Lackay addressed Council on behalf of the NAIDOC Committee. They requested Council's assistance with placing Welcome to Country signs at the entry points to Inverell. The Drought Communities Program was identified as a possible source of funding.

At this juncture, the time being 3.10pm, the Public Forum Session closed and Council resumed the balance of the Agenda.

Suspension of Standing Orders

147/18 RESOLVED (Watts/Dight) that standing orders be suspended to enable the NSW Audit Office to present the Auditor's report.

At this juncture, the time being 3.12pm, the Mayor sought agreement to suspend Standing Orders to welcome James Sugumar and Furqan Yousuf from the NSW Audit Office to present the Auditors Report to Council for year ended 30 June 2018.

The presentation clarified the role of the NSW Audit Office; touched on the Auditor General's Report to Parliament and the program of sector wide performance audits. It

was noted that Inverell achieved a clean, unmodified Audit Opinion and had the rare distinction of achieving all 7 performance benchmarks.

Resumption of Standing Orders

148/18 RESOLVED (Watts/Michael) that at this juncture, the time being 3.45pm, Standing Orders resume and Council consider the balance of the Agenda.

**SECTION B
ADVOCACY REPORTS**

1. MAYORAL MINUTE: STAFF MATTER – CONTRACT RENEWAL S22.19.1 & 2763

149/18 RESOLVED (Harmon/Michael) 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. BROC DELEGATES REPORT NOVEMBER 2018 S14.10.1

150/18 RESOLVED (Dight/Watts) that the report be received and;

- i) Inverell Shire Council submits a suitable youth and innovation project that meets the guidelines for funding from RDANI.
- ii) The Inverell Shire Council be represented on the Water NSW (Stakeholder Reference Group) meetings and actively contribute to the water infrastructure discussion recognising the impact on urban water supplies and on irrigation water supplies for the northern part of the Inverell Shire.
- iii) That the Mayor or his nominee be the representative for this Reference Group.
- iv) Inverell Shire Council organise a guest speaker for the next BROC meeting in Inverell in February.
- v) 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.

Cr Dight "Good with Maps"

Cr Dight attended the first Arts North West production in Inverell since Council joined the group. The event was a success and was well attended.

Cr Dight Arts North West Film Festival

Cr Dight attended the Arts North West Film Festival, the first time it was held in Inverell. The organisers estimated it brought at least 300 people to town.

- Cr Harmon
Cr King White Ribbon Event
- Cr Harmon and Cr King attended the White Ribbon Event held in Victoria Park, Cr Harmon commented it was pleasing to see numbers continuing to grow each year.
- Cr Michael Drought Resilience meeting
- Cr Michael attended a Drought Resilience meeting. The group are planning an event at Bonshaw next year. The proposal is for a Community BBQ with the Agencies that can assist available for advice.
- Cr Michael Lighting of the Christmas Tree
- Cr Michael attended the lighting of the Christmas Tree which attracted a big crowd.
- Cr Michael Meals on Wheels
- Cr Michael attended a lunch for the Meals on Wheels Volunteers. Around 60 volunteers attended and Certificates for long service were awarded.
- Cr McCosker
Cr Watts Hector VR
- Cr McCosker and Cr Watts attended the launch of Hector VR, a virtual reality driving simulator for older drivers that targets people between 70 and 80 years of age. It is now being trialled in the Inverell district.
- Cr McCosker Lions Youth of the Year Event
- Cr McCosker attended the Lions Youth of the Year Event at the Bruderhof Community at Danthonia.
- Cr King Lighting of the Christmas Tree
- Cr King also attended the lighting of the Christmas Tree and commended Mr Caddey Manager Tourism and Marketing on his organisation of the event.

SECTION C COMMITTEE REPORTS

- CSO-P 1. **PUBLIC ART SUNSET COMMITTEE MEETING MINUTES – 25 OCTOBER 2018 S26.5.10**
- 151/18 RESOLVED** (Michael/Berryman) 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 adopted 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 Car park, to guide development of this area.*

CSO-P 2. **CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES – 14 NOVEMBER 2018 S4.11.16/10**

152/18 RESOLVED (Berryman/Michael) 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

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.*

CSO-P

3. ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 14 NOVEMBER 2018 S4.11.17/10

153/18 RESOLVED (Watts/King) *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 adopted by Council:*

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

That Council becomes 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.

CSO-P

4. **JOINT COMMITTEE MEETING MINUTES – 14 NOVEMBER 2018 S4.11.16/10 & S4.11.17/10**

154/18 RESOLVED (Michael/Watts) 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 adopted 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',
 - 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.

CSO-P

5. **AQUATIC CENTRE PLANNING SUNSET COMMITTEE MEETING MINUTES 14 NOVEMBER 2018 S4.11.24**

155/18 RESOLVED (Berryman/Michael) 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 adopted 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.*

5. **WASTE MANAGEMENT SUNSET COMMITTEE MEETING MINUTES – 28 NOVEMBER 2018 – (LISTING) S31.9.3**

156/18 RESOLVED (Michael/Berryman) *that a supplementary report on this matter be received.*

SUPPLEMENTARY SECTION C
COMMITTEE REPORTS

CSO-P 6. **WASTE MANAGEMENT SUNSET COMMITTEE MEETING MINUTES – 28 NOVEMBER 2018 – S31.9.3**

157/18 RESOLVED (Michael/Berryman) *that:*

- i) *the Minutes of the Waste Management Sunset Committee Meeting held on Wednesday, 28 November 2018 be received and noted; and*
- ii) *the following recommendations of the Waste Management Sunset Committee be adopted by Council*

1. **2009 NATIONAL WASTE POLICY: LESS WASTE, MORE RESOURCES S31.9.1**

That:

- i) *The information be received and noted;*
- ii) *A further report be presented to the Committee upon release of the draft National Waste Strategy; and*
- iii) *The Manager Waste and Projects investigate in detail the opportunities to divert organic waste from the Inverell Landfill with a further report on the matter to be presented to the Committee at a later date.*

2. **DEVELOPMENT OF A CIRCULAR ECONOMY POLICY S31.9.1**

That:

- i) *The information be received and noted; and*
- ii) *The submission in response to the NSW government discussion paper “Too Good To Waste” as presented be endorsed.*

3. **REQUEST FOR KERBSIDE BULKY WASTE COLLECTION S31.16.11/10**

That the introduction of a kerbside bulky good collection service not be pursued at this time and the issue be considered in conjunction with the organic waste collection review.

SECTION D
DESTINATION REPORTS

DCES 1. DUTIES OF DISCLOSURE – PECUNIARY S13.6.5

158/18 RESOLVED (Berryman/Dight) that the pecuniary interest return from Cr McCosker be noted.

DCES 2. SAPPHIRE ROCK 'n' ROLL FESTIVAL S8.3.1/11

159/18 RESOLVED (King/Berryman) that:

- i) Council offer in principal support;
- ii) Nominate the Manager Tourism and Marketing to represent Council on the organising Committee;
- iii) Seek to identify possible grant funding opportunities, and
- iv) Consider further specific requests for assistance when additional detail around the funding and delivery model is available.

**SECTION E
INFORMATION REPORTS**

- 1. STRATEGIC TASKS – 'SIGN OFF' – NOVEMBER 2018 S4.13.2
- 2. QUESTIONS WITHOUT NOTICE – OCTOBER 2018 S13.5.5/09
- 3. SUMMARY - YOUTH OPPORTUNITIES PROGRAM S15.8.77
- 4. GRANDPARENTS DAY 2018 S15.8.73/02
- 5. REINSTATEMENT OF VERANDAH OVER FOOTPATH - OXFORD HOTEL - 61-67 OTHO STREET, INVERELL DA-132/2018
- 6. CONSTRUCTION CERTIFICATES APPROVED FOR OCTOBER 2018 S7.2.4/11
- 7. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING OCTOBER 2018 S7.2.4/11
- 8. SUMMARY OF BUILDING CONSTRUCTION FOR OCTOBER 2018 S7.2.4/11
- 9. DEVELOPMENT CONSENTS AND REFUSALS DURING OCTOBER 2018 S18.10.2/11
- 10. VARIATION TO DEVELOPMENT STANDARDS APPROVED DURING OCTOBER 2018 S18.10.2/11
- 11. SEPTIC TANK APPROVALS FOR OCTOBER 2018 S29.19.1
- 12. ORDINANCE ACTIVITIES REPORT FOR OCTOBER 2018 S18.10.1
- 13. RECONCILIATION OF COUNCILLOR EXPENSES S13.6.11

160/18 RESOLVED (Berryman/Dight) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 28 November, 2018, be received and noted, and furthermore that Council's appreciation and congratulations be passed onto the staff responsible for delivering Youth Development programs.

SECTION F

QUESTIONS WITHOUT NOTICE

QWN/ORD 31/18

Cr King

The Inverell “What’s On”

Cr King asked if the opportunity to promote events on the Inverell “What’s On” signboards was broadly advertised. The Mayor undertook to remind listeners on his next regular radio interview.

QWN/ORD 32/18

Cr Watts

Free tipping

Cr Watts asked about the 2 month grace period for free tipping at the Ashford and Yetman Transfer Stations.

Director Civil and Environmental Services confirmed the grace period was now over and fees were being charged.

Cr Watts also enquired as to the progress of the transfer station at Delungra and asked to be kept up-to-date with progress.

Director Civil & Environmental Services undertook to do this.

SECTION G GOVERNANCE REPORTS

MFS

1. PRESENTATION OF COUNCIL'S 2017/2018 AUDITED FINANCIAL REPORTS S12.11.1

161/18 RESOLVED (Michael/Watts) that:

- i) the information be received and noted; and
- ii) the Audit Report for the 2017/2018 Financial Year be adopted;
- iii) The Finance Staff be thanked for their work and congratulated on a good result.

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

At 4.25 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

162/18 RESOLVED (Michael/Dight) that Council proceed into Closed Council to discuss the matters referred to it, for the reasons stated in the motions of referral.

163/18 RESOLVED (Watts/Michael) to Suspend standing orders to enable discussion of Mayoral Minute.

Staff vacated the chambers whilst Council considered the issue.

At 4.28 pm Staff were invited back to chambers.

164/18 RESOLVED Watts/Michael) that Standing Orders resume.

Upon resuming Open Council at 4.29pm, 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:

- EXA 1. MAYORAL MINUTE: STAFF MATTER S22.19.1 & 2763
- i) *That the information be noted; and*
- ii) *The total employment costs for the new contract of employment (Schedule C) for the General Manager shall be \$332,042.00.*

ADOPTION OF RECOMMENDATIONS

165/18 RESOLVED *(Berryman/Dight) that the recommendations of Closed Council be adopted.*

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

There being no further business, the meeting closed at 4.31pm.

CR P J HARMON

CHAIRPERSON

TO ORDINARY MEETING OF COUNCIL 19/12/2018

ITEM NO:	1.	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:

- ‘1. Following the audit office local Government ***“fraud control performance audit”*** (refer Appendix 1, B3) can management report on what steps ISC has taken in regard to improve their fraud control practice:

Specifically

- *tailoring fraud control plans to councils’ circumstances and specific risks*
 - *systematically and regularly reviewing fraud risks and fraud control systems to keep plans up-to-date*
 - *effectively communicating fraud risks, and how staff and the community can report suspected fraud*
 - *ensuring that they comply with the Public Interest Disclosures Act 1994.*
 - *Any discovery of fraud in ISC*
2. *Could you please include my background information supplied in the original notice of motion (refer Appendix 2 – B4 – B5).*
3. *Could you also report on the priority fraud has on the audit & risk committee matrix’.*

COUNCILLOR M PETERS

29 NOVEMBER 2018

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.

APPENDIX 1



Office of
Local Government

Circular to Councils

Circular Details	Circular No 18-37/ 20 November 2018 / A619778
Who should read this	General Managers / Governance staff
Contact	Council Governance Team / 4428 4100 / olg@olg.nsw.gov.au
Action required	Information / Council to Implement

Audit Office – Local Government Fraud Control Performance Audit**What's new or changing**

- The NSW Audit Office has undertaken a sector-wide performance audit of fraud controls in councils. Councils' fraud controls were assessed against the Audit Office's [Fraud Control Improvement Kit](#).
- The resulting report, [Fraud controls in local councils](#), found that there is significant variation between councils in the strength of their fraud control systems and that many councils have substantial room for improvement. Of the 83 councils that completed the Audit Office's survey:
 - five had implemented most of the controls recommended by the kit
 - a further 40 had implemented half or more of the recommended controls
 - thirty-eight had implemented less than half the recommended controls.
- Of the councils surveyed, five had not adopted an internal reporting policy as required under the *Public Interest Disclosures Act 1994*.

What this will mean for your council

- Councils should review their fraud controls and assess their efficacy against the Audit Office's [Fraud Control Improvement Kit](#).
- All councils must adopt an internal reporting policy for the management of public interest disclosures. A [model internal reporting policy for councils](#) is available on the NSW Ombudsman's website.

Key points

- The Audit Office has highlighted the following areas where councils could improve their fraud control practice:
 - tailoring fraud control plans to councils' circumstances and specific risks
 - systematically and regularly reviewing fraud risks and fraud control systems to keep plans up-to-date
 - effectively communicating fraud risks, and how staff and the community can report suspected fraud
 - ensuring that they comply with the *Public Interest Disclosures Act 1994*.

Where to go for further information

- For more information on fraud control, visit the Audit Office's website at www.audit.nsw.gov.au or contact the Audit Office at 02 9275 7100.
- For more information on the requirements of the *Public Interest Disclosures Act 1994* and resources to support compliance, visit the NSW Ombudsman's website at www.ombo.nsw.gov.au or contact the NSW Ombudsman at 02 9286 1000.
- For all other enquiries contact OLG's Council Governance Team by telephone on 02 4428 4100 or by email at olg@olg.nsw.gov.au.

Tim Hurst
Chief Executive

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APPENDIX 2

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 wilful 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.

ITEM NO:	2.	FILE NO: S13.5.3 & S27.1.5/12
SUBJECT:	NOTICE OF BUSINESS – COUNCIL INSURER	
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:

- '1) Are Jardine Lloyd Thomas still ISC Insurer*
- 2) Is ISC involved in the class action Jardine Lloyd Thomas with Richmond Valley Council because of massively inflated premiums.*
- 3) If not noting Richmond Valley Council reductions in premiums of 53% have ISC done any evaluation of premiums'.*

COUNCILLOR M PETERS

7 DECEMBER 2018

General Manager's Comments

1.
 - a) Jardine Lloyd Thompson are not Council's Insurer;
 - b) Jardine Lloyd Thompson are Insurance Brokers that provide a range of insurance related services (for a fee) to the private and public sector, including insurance placement, risk management services and claims management services;
 - c) Inverell Shire Council (ISC) has not appointed Jardine Lloyd Thompson as its Insurance Broker;
 - d) ISC is a member of Statewide Insurance Mutual. The Mutual provides public liability, motor vehicle and property insurances for Council.
2. ISC is not involved in the class action at this stage. Unsure at this stage how ISC would have standing in this action as ISC is not a client of Jardine Lloyd Thompson.
3. Statewide review terms annually and seeks pricing each three (3) years from various underwriters based at Lloyd's of London.

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.

ITEM NO:	3.	FILE NO: S3.6.4
DESTINATION 2:	A community that is healthy, educated and sustainable	C
SUBJECT:	LIBRARY CONFERENCE AND ASSOCIATION AGM	
PREPARED BY:	Cr Dianna Baker and Sonya Lange, Manager Library Services	

SUMMARY:

Report on the proceedings of the AGM of the New South Wales Public Libraries Association, and the annual NSW Public Libraries conference held in Coffs Harbour on 27 - 30 November, 2018.

COMMENTARY:

Library Manager Sonya Lange and Cr Di Baker attended the Annual Conference and AGM NSW Public Libraries Association held at Coffs Harbour NSW on 27 - 30 November, 2018.

Welcome from Dallas Tout, NSWPLA's president, State libraries show continued increases in program attendance, collection use, and Wi-Fi sessions. Libraries are the community spaces building social and emotional health, along with literacy's of many kinds within our communities.

State Librarian Dr Vallance spoke (via Video Link) on efforts in advocacy and professional development support. He encouraged us to find ways of uniting all library voices, to strengthen our links with the State Library, and to be creative and daring in the ways we meet our communities' needs. We are very much looking forward to the State Library's special collections travelling around to our branches.

Local member Andrew Fraser MP was absent but his speech was read out acknowledging the role of public libraries in communities, and we look forward to that being backed up with the Doubling, Indexing and Protecting of library funding. DIP (see AGM notes). This is our Libraries platform for the State election.

SUSAN BENTON - President & CEO Urban Library Council (USA & Canada)

Libraries are about change - need political leaders to guide this. In the USA they are trying to solve problems of Education & Digital inclusion. 70% of young children cannot read and this effect is bad for everything. How can Libraries be in Education in an active way? One suggested solution is to HIRE an educator as a Librarian. The North American experience is also ours; our public libraries tend to be passive as education organisations BUT they need to be the backbone of literacy programs, Story time and Reading Clubs, to make a positive impact on learning, with joy and fun. In NSW Digital inclusion is a common problem for metropolitan and regional libraries, but communities do differ in terms of what they need. What we need is leadership to help us navigate inevitable changes to libraries and communities. Susan's suggested leadership attributes are cross-boundary leadership – working on relationships with others in our community to meet shared goals, innovative leadership that takes risks, and having a voice to take our libraries' stories beyond our users. Susan left us with the challenge: 'Are we learning as fast as the world is changing?'

LIZ GRIFFITHS: Service Delivery Librarian, Willoughby. "Connections that count"

Programs like Tech Savvy Seniors teach the basics in a structured way, but learners want more. Technology evolves, and learning needs to be continuous and varied. Libraries need to help people discover, explore, and be enriched by their online experiences, and to do this, we need to provide varied learning experiences. Staff need to **move from being instructors to facilitators** and partners in learning, giving people the opportunity to ask questions, and to have ongoing support with trouble-shooting.

DARREN RODRIGO: How to Develop & Presenting a Great Community Campaign.

This talk showed the depth of research, hard work, and knowledge that has gone into the Renew Our Libraries (ROL) campaign. It must continue after the State election.

COUNCILLOR'S PANEL: President Dallas called this 3 hour session to discuss the Funding Campaign with Darren Rodrigo. About 30 councillors (only 1 from the city) were present. Emphasis was on getting the widest possible support from every council through personal approaches.

PAULA KELLY PAULL: Manager Learning Communities. Hobsons Bay Library Paula advocated a partnership approach to Developing a Creative Technology "Play to Learn" Outreach Space. The vision is based on the fact that we live in a knowledge economy so it will provide space for entrepreneurship and innovation, a playful approach to learning new skills, and opportunities for skill sharing for the many disengaged youth, and older people who need re-skilling. The benefits are that it allows people to develop skills in a new way. Culture-strategy-culture is the sandwich but bring our staff along with the changes. Be prepared for change. Look at Library Spaces and how to best use them.

KATE ROFFEY: Director - Deals, Investments and Major Projects, Wyndham City Libraries play a big part in the liveability of our towns and cities, and we need to be smart and think ahead in terms of the ways we provide library services, but be careful of following technology trends without strategy. Use technology and innovation thoughtfully. We don't have to do what has always been done. Let's use what we have creatively, and show our value.

GAVIN CARNIGIE (brilliant library name). "Making the most of your opportunity"

"In the middle of difficulty lies opportunity" Albert Einstein quoted.

Gavin's tips:

1. Take small steps (work up to reading a book in one sitting).
2. Explore the challenges so we can deal with them, and find the opportunities they present.
3. Join forces with people who can help refine and consolidate our ideas (we have a great network of NSW public librarians, let's use it).
4. Focus on giving – find out what our users and non-users need, and how we can adapt to meet those needs.
5. Try new things.
6. Embrace imperfection.

AGM Motions pertained to:

To continue pursuing funding security by **DIP, Double** funding from the State Government, **Index** the per capita amount to CPI so the amount is not devalued over time and **Protect** the funding by having an MOU.

Membership fees will be increased in line with rate pegging.

RECOMMENDATION:

That the report on the NSW Public Libraries Association Annual Conference and Annual General Meeting be received and noted.

TO ORDINARY MEETING OF COUNCIL 19/12/2018

ITEM NO:	1.	FILE NO: S5.10.120
DESTINATION 5:	The communities are served by sustainable services and infrastructure.	S
SUBJECT:	EXPIRING LICENCE AGREEMENT – JOSHUA ROSS	
PREPARED BY:	Kristy Paton, Corporate Support Officer - Publishing	

SUMMARY:

The Licence Agreement between Council and Mr Joshua Ross expired on 31 December, 2018. The Committee is requested to consider offering the lessee a new agreement.

COMMENTARY:

The Licence Agreement between Council and Mr Joshua Ross for Portion of Unused Road behind Gleno Street, Delungra expires on 31 December, 2018. The authorised use of the land is for the purpose of grazing. Mr Ross has held a licence agreement for this 0.62 hectare parcel of land since 2010 and it adjoins Mr Ross' residence. There is no source of water on the block and Mr Ross provides stock water from his residence.

An inspection of the area confirms use is in accordance with the Licence Agreement.

It is noted that the licences are issued subject to the licensee providing Public Liability Insurance for \$10M. These policies can now cost \$1,000 per annum (approximately).

Further noted is the last billed amount of \$56.27 (GST inclusive). The Committee is requested to consider offering Mr Ross a new agreement for a period of five (5) years.



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

Operational Objective: To maintain a suitable portfolio of land for development and sale at a fair market price.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICER'S COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That:

- i) *Council renew the agreement with Joshua Ross for Portion of Road behind Gleno Street, Delungra;*
- ii) *The licence agreement be for a five (5) year period with a five (5) year option;*
- iii) *The Licence fee be \$57.95 per annum (GST Inclusive) with a 3% increase per annum; and*
- iv) *The Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

ITEM NO:	2.	FILE NO: S5.10.14
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	ALTERATION TO LICENCE AGREEMENT – BUNNINGS	
PREPARED BY:	Fiona Adams, Manager Integrated Planning and Reporting	

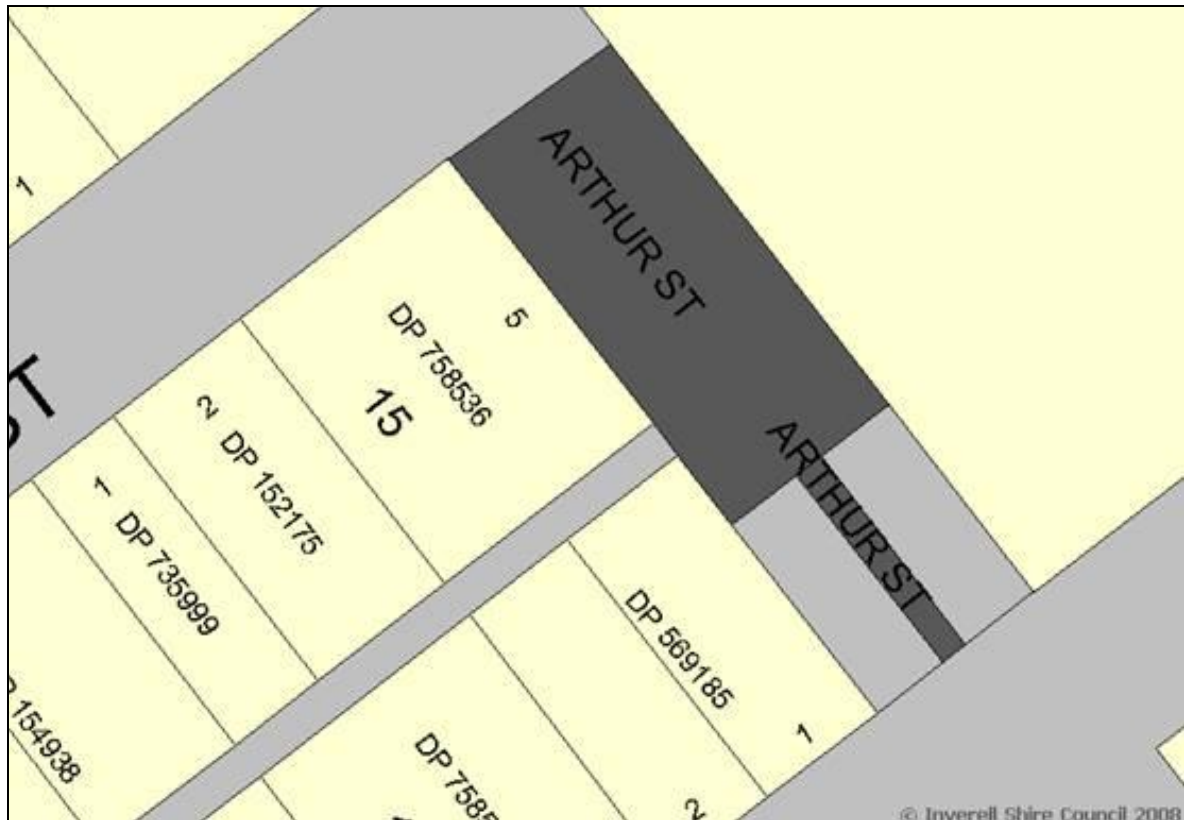
SUMMARY:

Council has received a request from Mr Anthony Rushby, Store Manager, Bunnings Inverell, requesting an amendment to the licence agreement currently held with Council.

Council is requested to consider amending the agreement to include an additional 5 x 8 metres of adjoining land.

COMMENTARY:

Council has received a request from Mr Anthony Rushby, Store Manager, Bunnings, to extend the land included under their licence agreement. Bunnings currently holds a licence agreement with Council until 30 June, 2022, for the land shaded in dark grey below. The annual licence fee is \$2,888.30 (GST Exc) and this is subject to a 3 per cent increase per annum.



Bunnings request an additional 5 x 8 metres to be included in their licence agreement, which will allow storage of gas cylinders in steel enclosures (Appendix 1, D6). Until recently, the cylinders have been stored on neighbouring premises, however, this arrangement has now ceased and Bunnings require an alternative location to store the enclosures and ensure they can be accessed with a forklift.

Bunnings propose extending the land included under their licence agreement as indicated in red below, which is an area of 5 metres x 8 metres. The proposed land adjoins their existing licensed land and is unformed road controlled by Council.



It is suggested that Council amend the current licence agreement with Bunnings to include the proposed land for an additional \$100 (GST exc), being subject to a 3% yearly increase.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

Term Achievement: S.01.10 Best Practice in Land Use Administration has been adopted and implemented.

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

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICER'S COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

That:

- i) Council amend the existing Licence Agreement with Bunnings for Part Arthur Street, Inverell, bounded by Oliver Street and Oliver Lane, Inverell and part of unformed road, Arthur Street, Inverell, fronting Oliver Street, Inverell, having an area of approximately 2250 m2 to include an additional 5 x 8 metres;*
- ii) The additional Licence fee be \$100 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.*

APPENDIX 1



ITEM NO:	3.	FILE NO: S30.8.1
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	CONSIDERATION OF THE LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS – (LISTING)	
PREPARED BY:	Nicole Riley, Administration Coordinator	

SUMMARY:

A Local Traffic Committee meeting is to be held at 11.00am, Thursday, 13 December 2018. It is intended that the recommendations of the Local Traffic Committee meeting be tabled at the Council meeting for consideration.

COMMENTARY:

This report is intended to request Council to accept the tabling of the Considerations of the Local Traffic Committee Recommendations. The meeting is to be held Thursday, 13 December, 2018.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

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

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICER'S COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That a supplementary report on this matter be received.

ITEM NO:	4.	FILE NO: S5.19.1
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	TINGHA CARAVAN PARK	
PREPARED BY:	Paul Henry, General Manager	

SUMMARY:

An assessment of the existing facilities has been undertaken and this report details the situation. Council is requested to determine its position on Trusteeship of the Park.

COMMENTARY:

At the September meeting of Council, the request from the Crown Lands Department for Council to accept the Trusteeship for the Reserve hosting Tingha Caravan Park was considered. Council resolved to consider this invitation once an assessment of the Park was undertaken by Council staff.

This assessment has been undertaken, the 'non-compliance' issues that were identified are:

1. Licence Approved – 12 powered sites and 4 unpowered campsites issued by Armidale Regional Council

Usage indicates that 21 powered sites and 'more than 4' unpowered sites.

The area of the reserve is 2.376ha. Under the Local Government (Manufactured Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005 the maximum permitted licenced sites are 12 powered and 4 unpowered sites.

Action Required: Council to licence the Park in the same manner as Armidale Regional Council. No further action proposed.

2. Site Layout – It was noted that camping sites are not delineated

Site needs to be surveyed and designed to enable compliance with legislation.

Legislation requires sites to be of an approved size with minimum separation of 2.5 metres between moveable dwellings.

The design to enable the sites to comply with size requirements and relationship to road access (one way traffic) may have an impact on existing location of electricity and potable water services. Consideration to the above would have to be given before installation of grey water sullage to dwelling sites.

- Sites have access to potable water
- Electricity supply is adequate and appears to have been recently upgraded
- Amenities grey water and sewerage is discharged to approved village sewerage system (pump out)
- Existing facilities are not disabled compliant and would have to be considered in future upgrades.

Action Required:

- a) Lands Department to authorise Inverell Shire Council to prepare a site layout plan for the Park
 - b) The proposed site layout plan be considered by Lands Department
3. Grey Water – dwelling sites have no point of disposal for grey water and is currently discharged directly on the ground. Disposal of grey water is a requirement of the Regulations

This issue was of concern given the close proximity of the large body of water and potential health issues. This would be the No 1 priority for improvement works at the Park.

Action Required:

- a) Design and install a grey water collection system, including a collection well and pump, that connects to the Tingha Sewerage System
 - b) Estimate to be prepared
4. Fire Protection – The Park has no dedicated fire protection services. There are no fire hose reels, extinguishers or hydrants. Fire protection is a requirement of the Regulation. This would be No 2 priority for improvement works at the Park

Action Required:

- a) Fire protection system to be designed and installed
5. Other matters:
 - Entrance to the park is a single access 4 metre granite road. Entrance needs to be upgraded to 7 metre width or be a divided road with separate entrance and exit
 - Dwelling sites need to have boundaries delineated and numbered clearly throughout the park
 - There is no defined vehicular access to some sites and existing access roads need to be defined as 1 way and would require upgrade to comply
 - Existing layout of roads does not facilitate access to all sites and provide 1 way travel throughout the park
 - Speed limit signs need to be installed
 - Ample visitor and onsite parking provided, but sites are not marked out

Action Required:

That the new Trustees address these matters.

These matters have been discussed with the Crown Lands Department and a verbal assurance has been given that the funds to put a 'grey water system' in place will be provided. The other issues can be addressed from Caravan Park accumulated funds, existing grant funds announced last month for park upgrades and future Reserve Improvement Funds.

Council is requested to decide if it is willing to be appointed as Trustee for the Reserve.

There are benefits to be derived from Council controlling the operation and development of a key public asset in Tingha. If Council is favourably predisposed to taking on Trusteeship, it is suggested that the acceptance of Trusteeship should be conditional on the following matters occurring:

- a) That a written funding agreement be prepared and completed for the Crown Lands Department to fully fund the installation of a 'grey water system' at the Tingha Caravan Park, and
 - b) The Governor's proclamation transferring the Tingha Area from Armidale Regional Council to Inverell Shire Council has been publicised.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

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

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICER'S COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

A matter for Council.

ITEM NO:	5.	FILE NO: S26.4.15
DESTINATION 2:	A community that is healthy, educated and sustainable	C
SUBJECT:	NORTHERN INLAND ACADEMY OF SPORT	
PREPARED BY:	Scott Norman, Director Corporate and Economic Services	

SUMMARY:

The Northern Inland Academy of Sport (NIAS) has previously presented to Council regarding Associate Partnership Proposal. Council requested further information. Additional information is now provided for Council's consideration.

COMMENTARY:

Representatives from NIAS presented an Associate Partnership Proposal at the September 2018 Council Meeting.

The Academy was established to identify and prepare talented sports people in the Northern Inland region to reach their maximum potential. Its objective is to provide opportunities and support to help

young athletes reach higher levels within their sport. It does this by providing talent development programs and sporting activities to overcome disadvantages such as tyranny of distance, lack of regular quality coaching, inadequate competition and limited exposure to State Sporting Organisations pathways.

The Academy currently coordinates 13 programs, AFL, Athletics, Basketball, Cycling, Football, Golf, Hockey (boys and girls), Netball, Rugby League, Rugby Union, Tennis, Individual Scholarship Lone Star program and a Regional Athlete and Coach Education (RACE) program to identify and support 280 athletes and 42 coaches in the North West/New England.

NIAS covers the whole of the North West of NSW from Tenterfield in the North, Ebor to the East, Moree/Coonabarabran in the West and Scone to the South. This is a total of 13 Local Government Areas.

NIAS has asked Council to consider being part of the Associate Partnership Program. The Program is an opportunity for Council to demonstrate their support for the Academy and Council's sponsorship will be recognised at NIAS events. The Contribution for 2019 would be \$2,000.

At the October 2018 Council meeting, it was resolved to seek clarification on the NIAS funding model before making a decision. A brief synopsis of the funding and operational arrangements is provided below.

Administration Structure

NIAS is an incorporated, autonomous, community based organisation. The Academy's administration base office is in Tamworth. An 8 member volunteer board oversees the running of the Academy with the day to day operations undertaken by an Executive Officer, a Sports Program Officer and a Marketing and Communications manager.

Funding Model

NIAS relies on the support of the region to fund its activities. It has established partnerships with the NSW State Government, community organisations and businesses.

The greatest source of funding comes from major partners who currently are:

NSW Department of Sport and Recreation provides an annual operating grant and specific project grants to assist the operations of the Academy. This support is ongoing and expected to increase in the following year.

Tamworth Regional Council provides office accommodation for the Administration base of the Academy.

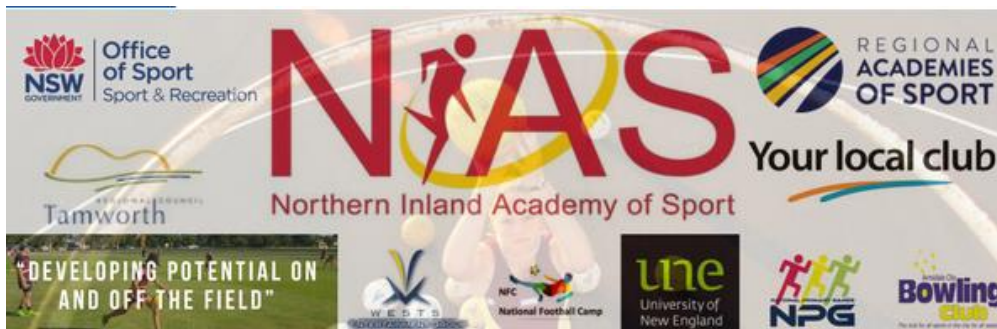
The Region's Clubs continue to back NIAS with significant contributions both in cash and in-kind. Their support has included the following:

- Clubs NSW (North West) Financial Support Scheme;
- A number of the regions clubs support the NIAS via the Community Development and Expenditure (CDSE) Scheme including Moree Services Club, Armidale City Bowling Club, Gunnedah Services and Bowling Club, Narrabri RSL Club, Wee Waa Bowling Club, Lightning Ridge Bowling Club, Inverell RSM, and West Tamworth League Club.
- A scholarship scheme is in place to provide full and part Athlete Levy scholarships to athletes whose families cannot financially afford the costs to be in a NIAS talent development program.
- Support from NSW Clubs Main Body, Clubs NSW head office provides yearly cash sponsorship to assist with operational expenses of the Academy.

The second most significant source of funding comes from Naming Rights Partners with the next level of sponsorship being Associate Members. Relationships of note include Macquarie Bank who

sponsors the National Primary Games and McDonalds Armidale who sponsor the National Football Camp.

More detail regarding current partners can be found at <https://www.nias.org.au/partners>.



The Associate Partner Proposal

Some of the benefits initially promoted as part of the Partnership include:

- Demonstrating that Council supports the talented young athletes from the Northern Inland of NSW, many of whom will become leaders of the future.
- Generating positive branding for the Shire across the 290,000 population of Northern NSW
Providing a range of promotional and advertising opportunities, These include:
 - the “NIAS” monthly newsletter;
 - Council name/logo in the NIAS Annual Report;
 - Council signs would be used at relevant Academy events;
 - Council logo would be located on NIAS web-site. www.nias.org.au; and
 - The opportunity to direct market promotions and specials to NIAS athletes and their parents via NIAS.

Subsequent to Council requesting further information the General Manager approached NIAS seeking specific detail about the number and type of sporting events that might be held in Inverell Shire, should Council become an associate member.

Sam Rains, Marketing and Communications Manager reply follows:

For the amount of money that we've requested (which has been equal across Moree, Gunnedah, Glen Innes and Inverell) we will commit 7 of our sporting programs to holding at minimum one training camp in your region. Obviously, our AFL program is based in Inverell and has a huge involvement with the majority of training camps held in Inverell. The AFL program has grown from 24 athletes in 2018 to 53 athletes in 2019 with 63% of those coming from Inverell as well as our 12 coaches that all reside in Inverell. The program is supported by the Inverell RSM and the athletes help promote that business and have a strong involvement with the Inverell community.

NIAS is interested in bringing more events and opportunities to the region and if the Inverell Council would like to discuss possibilities, we would certainly like to help facilitate that. We are currently in talks with 2 other academies about hosting an “Inter-Academy Challenge” in our region. It would be cycling based (I feel that works well for you guys considering you have the Grafton2Inverell). We would look to bring athletes from the Western Region Academy of Sport and the North Coast Academy of Sport (our neighbouring academies who also have cycling programs) to Inverell for a weekend with some state coaches, we have road and track cycling as well as mountain bike riders in our program this year and after your redevelopment of the Inverell MTB track recently we feel this would be a great event to bring to Inverell.

NIAS is very open to and would support bringing events to Inverell, events that would attract people from outside of the region to the town. This however, would sit outside of the associate partner status being proposed to Council and investment from the Inverell Council would be negotiated around the size of event and potential economic impact generated.

Sincerely,

*Sam Rains
Marketing and Communications Manager*

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

Operational Objective: C.01.03.01 To provide an annual allocation of support funding to enable donations to be considered by Council to assist community groups in achieving their community objectives.

POLICY IMPLICATIONS:

Management Policy: Donation Policy – ‘The purpose of providing Donations from public funds is to help promote or assist individuals or organisations for which there is a recognised public benefit, Generally the maximum donation provided will be \$200.00.’

The amount requested is obviously above the stated policy. Alternatively it can be argued the proposal is more in line with a sponsorship than a donation and sits more comfortably in the Industry and Promotions budget.

CHIEF FINANCIAL OFFICER’S COMMENT:

The Associate Partnership Package would cost \$2,000 for the 2019 calendar year. Council has previously paid membership of \$570 in 2013 and 2014. NIAS has confirmed there will not be a request for membership for the current year. There is no specific allocation in the 2018-19 budget.

The General Donations (S356) budget is \$7400 with current spending of \$700.

The Industry and Promotions budget is \$166,000 with current spending of \$58,250.

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

A matter for Council.

ITEM NO:	6.	FILE NO: S15.8.90
DESTINATION 2:	A community that healthy, educated and sustained.	C
SUBJECT:	DROUGHT COMMUNITIES PROGRAMME – ALLOCATION OF FUNDING IN INVERELL LGA	
PREPARED BY:	Scott Norman, Director Corporate and Economic Services	

SUMMARY:

Council has been awarded \$1M under the Australian Government's Drought Communities Programme. Council is asked to consider the distribution of funds across Inverell Shire.

COMMENTARY:

The Federal Government's Drought Communities Programme has approved Council's two applications for funding, which total \$1M. The programme has strict parameters, which include mandatory completion of projects by 30 June, 2019 and the engagement of local businesses, tradespeople and suppliers.

Councillors will be aware that at the Council meeting held 24 October, 2018, notional distribution of the funding was determined as below:

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*

Based on these focus areas, two applications were prepared, with a summary of each application below.

Application 1: Community resilience programs and infrastructure projects

\$900,000

The project will upgrade community infrastructure across Inverell Shire and directly engage tradespeople and suppliers, leading to flow on benefits to local businesses. Works include upgrading community halls in villages, beautification of Ashford CBD and also hosting a minimum of 12 community events throughout the shire. Council contribution: nil.

Application 2: Choose Inverell promotional campaign

\$100,000

The project will partner with Inverell Chamber of Commerce and Industry and will contribute to the economic activity of Inverell Shire. A Choose Inverell promotional campaign will be conducted across television, print, radio and social media and the project will also develop a Choose Inverell website. Council contribution: \$50,000; Chamber of Commerce: \$33,000.

A Memorandum of Understanding has been provided to Inverell Chamber of Commerce to outline parameters for expenditure of the \$100,000 allocated to the Chamber.

Distribution of funds:

A number of community groups and organisations have applied to Council to access Drought Communities Programme funding. These projects are listed below and coded according to their corresponding focus area.

Council is asked to consider:

- Approving shovel-ready projects which meet the guidelines of the programme and are within the scope of the focus areas above (List A);
- Providing approval for projects on List B, which meet the guidelines of the programme and focus areas however require further planning;
- Determining if projects on List C meet the programme guidelines and are compatible with Council's focus areas;
- Nominating a delegate(s) to assess future projects nominated, including events.

KEY:

- Promotion of economic activity \$118K
- Community resilience programs \$500K
- Community infrastructure projects \$382K

LIST A: Shovel ready projects which meet guidelines and focus areas and that are specifically mentioned in the application:

Project	Cost / Code \$	
Ashford Bowling Club New wheelchair access to club, which presently is not able to cater to individuals in a wheelchair. New roof, guttering to address leaking roof.	40,500	
Bonshaw Hall Construct internal toilets/showers at Bonshaw Hall, which is an emergency evacuation point for the community. Previously, the hall has provided emergency housing for families for up to 2 weeks during flood events.	60,500	
Delungra Bowling Club Install solar power to the bowling club, which is volunteer run. Electricity running costs are threatening long term survival of the club. In the past year, the club has raised >\$30,000 for local charities	49,000	
Delungra CWA rooms Install a new kitchen (already purchased) into the CWA rooms at Delungra and undertake repairs to splashback and painting.	15,000	
Elsmore Hall Installation of solar panels on the hall to alleviate the financial burden of electricity costs. Renew the dilapidated playground with new play equipment.	32,000	
Events – community events held around Inverell Shire – minimum of 12 events held during project. <i>Eg. Inverell Show, Ashford Show, village movie nights</i>	180,000	
Graman Hall Purchase and install new aluminium frame windows, replacing windows which are broken and not able to be opened.	4,500	
Inverell Chamber of Commerce Choose Inverell campaign	100,000	
Inverell Equestrian Centre Construction of stables facility.	150,000	
Mount Russell Hall Replace leaking roof at hall with Colorbond, including fascia, steel battens and insulation. Line kitchen with Villaboard and re-sand and oil timber floor. Hall owned by Council.	45,000	
Nullamanna Hall Install two new steel water tanks to support events held at the hall, including horse sports. Upgrade electric hot water system to gas boosted hot water system.	24,000	
TOTAL	\$700,500	

If all above projects were approved, this would leave a balance of \$299,500.

LIST B: Projects which meet the guidelines of the programme and focus areas and were specifically mentioned in the application. However, these projects require further planning or investigation:

Projects	Cost / Code \$	
Ashford Medical Centre Install access ramp for Community Transport and ambulance.	28,000	
Ashford Skate Park Construct small scale skate ramp and concrete pad in Walter McRae Park for skateboards and scooters.	55,000	
Inverell footpath / cycleway extension of up to 2km undertaken by local contractors.	116,000	
Tingha Install solar lighting at Tingha Caravan Park, construct new synthetic cricket pitch at Tingha Recreation Ground and install kerb and guttering along Diamond Street in centre of Tingha.	100,000	
TOTAL	\$299,500	

LIST C: After Council's applications were submitted to the government, a number of projects were nominated by community groups. These projects which require assessment against programme guidelines and Council's focus areas. Council is asked to note the below projects listed and that existing funding is insufficient to consider funding these projects. If Council was to consider these projects it would need to take into account their compatibility with the Drought Communities Programme guidelines, specifically:

- Will the project spend 100% of funds in Inverell Shire?
- Is the project 'shovel ready', fully costed and works ready to start?
- Will the project engage local tradespeople, suppliers and help local businesses remain in business?
- Will the project stimulate local spending; use local businesses or suppliers; or providing lasting benefits to the community?
- Will the project provide clear public benefit rather than private benefit?
- Is the project able to be completed by 30 June, 2019?

Project	Cost / Code \$	
Inverell – Rural Outreach and Support Service Not for profit organisation, Rural Outreach and Support Service seek funds to enable a 12-month continuation of their Apprehended Violence Order Compliance and Education program (ACE) which deals with clients across Inverell Shire and Tingha – 20% of clients are Aboriginal. Costs for 12 months to run the program include: <ul style="list-style-type: none"> • Wages \$65,520; • On costs \$16,380; • Phone / internet \$1,300; and • Resources \$1,200. 	84,000	
Inverell – STA FM Relocate community radio station and fit out of Inverell Times building (stage 1). Upstairs: Creation of 3 recording studios and an administration area. Works include internal wall installation, double glazing, air conditioning. Electronic equipment and digital links are not included (\$150K). Downstairs: Internal wall installation for 4 rooms including green room for video recording, audio recording studio, videoconference room, board room and administration room. Electronic equipment and air conditioning not included (\$100K).	250,000	

<p>Comment: The total projected budget for this project is \$840K with annual costs of \$165K. At this stage, the project has no confirmed funding. It may be possible to work with the proponents to ensure a tangible outcome that meets the guidelines. One possible outcome would be complete sufficient work to house community radio station STA FM. It might also be possible to partner with the owners of the building, BEST Employment.</p>		
TOTAL	\$334,000	

Nominate delegate(s) to finalise the list of projects and events

Given the very tight timeframes and numerous projects, it is recommended Council delegate authority to the Mayor and Deputy Mayor to:

- a) Take any necessary actions to implement those projects shown in 'List A', endorsed by Council when preparing the initial applications;
- b) Arrange detailed investigation and design of project shown in 'List B', endorsed by Council when preparing initial applications;
- c) Assess if any capacity exists in approved funding to deal with projects shown in List C and refer the matters back to Council for determination if required.

The advantages of this proposal are:

- i) It will facilitate making best use of funding by factoring in actual costs as each project is delivered;
- ii) Responding to opportunity and need when arranging events; and
- iii) Be able to complete plans and budgets for the proposals that require further investigation prior to final approval.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: Provision of a broad range of services and opportunities aid the long term sustainability of the community.

Term Achievement: Manage and respond to issues which impact or threaten the long term sustainability of the community.

Operational Objective: To provide leadership and community direction to ensure issues which impact on the community are managed for the benefit of the community.

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICER'S COMMENT:

Council has effectively six months to evaluate, approve and deliver these projects. Spreading the money as outlined will provide a wide cross-section of the shire benefit, however, it will increase the workload to deliver the program.

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

That:

- i) Council approve projects contained in List A and List B;

ii)	<i>Council take any necessary actions to implement those projects show in List A' – endorsed by Council when preparing the initial applications;</i>
iii)	<i>Council arrange detailed investigation and design of projects shown in List B' – endorsed by Council when preparing initial applications; and</i>
iv)	<i>Council assess if any capacity exists in approved funding to deal with projects shown in 'List C' and refer the matters back to Council for determination if required.</i>

ITEM NO:	7.	FILE NO: S28.7.18/63
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	INVERELL OFF-ROAD RECREATIONAL CIRCUIT – PART LAKE INVERELL RESERVE - REVIEW OF ENVIRONMENTAL FACTORS - PART 5 OF THE ENVIRONMENTAL PLANNING AND ASSESSMENT ACT 1979	
PREPARED BY:	Anthony Alliston, Manager Development Services	

SUMMARY:

A Review of Environmental Factors has been completed for the construction of the Inverell Off-Road Recreational Circuit at Lake Inverell Reserve.

Councillors are requested to endorse the Review of Environmental Factors for the proposed Off-Road Recreational Circuit.

COMMENTARY:**Introduction**

Under the Stronger Country Communities Grants Projects, Inverell Shire Council has received approximately \$1M funding for the construction of an Off-Road Recreational Circuit at Lake Inverell Reserve.

The Off-Road Recreational Circuit will consist of an asphalt surface of road grade quality, six (6) metres wide, with a circuit distance of approximately 1.5 kilometres. The proposed Off-Road Recreational Circuit will be an extension of Inverell's existing public footpath / bicycle path network. It will provide an extension of this network in an environment protected from general traffic and will complement the adjoining Lake Inverell Reserve uses and facilities.

Associated works proposed as part of the development also includes:

- Extension and upgrade of existing parking at Lake Inverell Reserve. The proposed development will use and improve the existing car parking area and amenities at Lake Inverell;
- Special event over-flow parking in two locations (all weather granite surface). Access will be restricted through the use of fences, bollards and locked gates;
- Relocate existing information signs and remove round-a-bout;
- Footpaths linking the existing footpath in Lake Inverell Drive to the proposed Circuit;
- Grassed spectator mound. A raised area to provide a suitable vantage point for spectators to watch events or to supervise users;

-
- Fencing and bollards to restrict vehicle access into the Circuit and Reserve;
 - Appropriate line-marking of the Circuit to assist with user safety;
 - Landscaping; and
 - Emergency Vehicle and Ambulance Access Point.

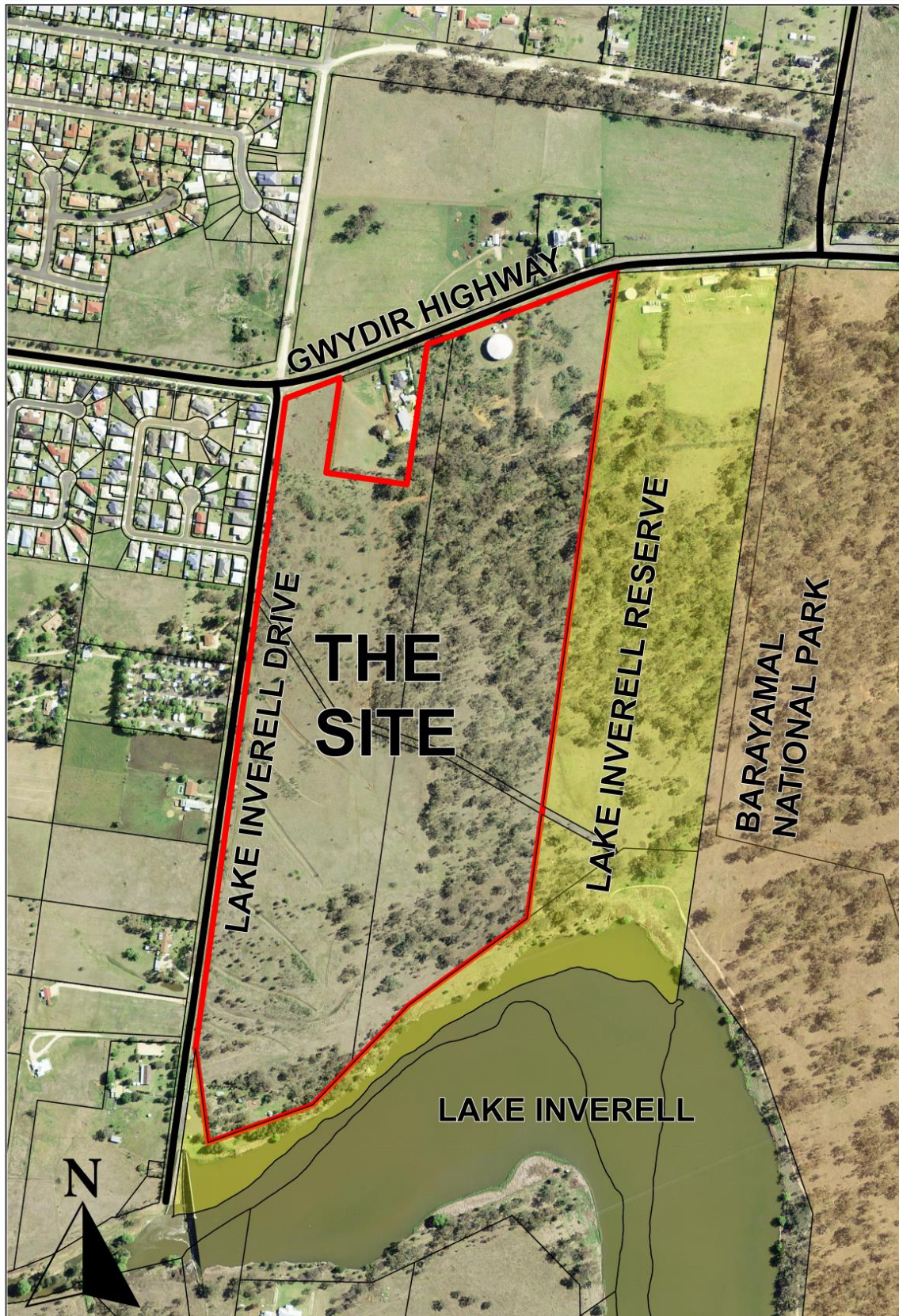
A copy of the design plans has been included as Appendix 2 (D27- D28).

The footprint of the proposed Circuit is within Lot 10 DP 252287, Lot 1 DP 1101540 and Lot 2 DP 1101540, north of Lake Inverell proper (Figure 1). The lots have a total area of approximately 19 hectares, out of the total 150 hectare reserve. Inverell Shire Council own and manage the land.

The Off-Road Recreational Circuit is primarily intended to be used by cyclists and pedestrians as an extension of Council existing footpath / bicycle path network. The following activities have also been considered in the design:

- Public walking track;
- Children's wheeled recreational devices or wheeled toys activity area – scooters, push bikes, roller skates;
- School sporting activities – cross country, walk-a-thons, traffic education;
- Fitness – Training circuits and obstacles, "Toughen Up" challenges, triathlon, cycling and running events;
- Outdoor exhibitions – Caravan, camping, boating, fishing, 4WD, car shows, animal shows, small scale field days; and
- Outdoor recreation activities – radio controlled cars.

Figure 1 – Locality Plan



Environmental Assessment and Approval Process

The environmental assessment and approval process for the proposed Off-Road Recreational Circuit is through a Review of Environmental Factors completed under Part 5 of the *Environmental Planning and Assessment Act 1979*. Development consent (i.e. a Development Application) is not required to be obtained by Council for this activity.

The Review of Environmental Factors ensures that whilst development consent is not required, the proposed activity is still subject to a thorough environmental assessment, taking into account to the fullest extent possible all matters affecting or likely to affect the environment.

A copy of the Review of Environmental Factors for the Off-Road Recreational Circuit at Lake Inverell Reserve is provided as a separate document. Council is being asked to endorse the Review of Environmental Factors.

The Review of Environmental Factors contains a detailed assessment of relevant legislation, the potential environmental impacts and proposed mitigation measures associated with the proposed activity.

Of the impacts identified and addressed within the Review of Environmental Factors, the following matters were considered to be the key impacts associated with the proposed Off-Road Recreational Circuit:

- Traffic management, access and parking;
- Flora and fauna; and
- Cultural heritage.

Whilst the Review of Environmental Factors considers and addresses all of the identified impacts, the key impacts above, have been extracted from the Review of Environmental Factors and provided below.

Traffic management, access and parking

Access to the site is via Lake Inverell Drive which is bitumen sealed and six (6) metres wide. Lake Inverell Drive connects to the broader road network via the intersection with the Gwydir Highway. Lake Inverell Drive has a 50km/h speed limit and it also has a number of traffic calming structures.

Lake Inverell Drive has relatively low traffic counts for a two lane bitumen sealed road of minimum six (6) metre sealed width and generous shoulders, or parking lanes in areas where there is kerb and gutter. Traffic is predominantly light vehicles. Once the proposed development has been constructed traffic will remain as predominantly light traffic in keeping with the local precinct.

There is minimal information available on the estimated additional traffic likely to be generated by the proposed Circuit and proposed enhancement works for the Lake Inverell Reserve. Even if traffic counts were to double along Lake Inverell Drive over coming years Lake Inverell Drive would adequately handle the traffic volumes.

There is a footpath and cycle way on the eastern side of Lake Inverell Drive which forms part of Inverell's broader footpath / cycle path network. By linking the proposed Circuit to the established pedestrian and cycle network it is likely to encourage walking and cycling to the site, as opposed to a reliance on cars.

Vehicular access into the proposed Circuit and Lake Inverell Reserve itself will be restricted by the construction of fencing and the use of bollards and locked gates. This will be a significant improvement to the current situation whereby vehicles have unobstructed access into the reserve.

The Site Plan and Detailed Car Park Plan (Appendix 2, D27 – D28) show the location of the proposed car parking including the proposed upgrades to the existing Lake Inverell Reserve car park and the proposed special event spill-over parking, and will include:

- The removal of the existing round-a-bout and relocation of the information signs;
- Line marking of the existing bitumen car park area to provide for 28 car spaces and a bus parking space;
- Line marking and signage to improve traffic management within the car park;
- Construction of a new bitumen car parking area with 40 car spaces. The new bitumen car park will provide a pedestrian link to the existing footpath and will incorporate landscape screening. Access to the new bitumen car parking will be in a north south direction via the existing car park.
- Special event spill-over parking will be provided in two locations; midway along Lake Inverell Drive and immediately north of the proposed new bitumen car park. These areas will be all-weather granite surface and will cater for approximately 72 cars in total. Parking in these areas will be restricted by fencing and locked gates and only used for large special events.

The traffic generation from the development and the potential impacts on Lake Inverell Drive is considered to be minimal as the use of the site will be predominantly by small groups and individuals. The potential for impacts to arise would be during a large event, such as school cross country which would only be a few times a year. Events like these would be likely to use buses, thus reducing traffic.

It is considered that there will be adequate parking available for the proposed future activities at the site. The car parking layout, circulation and access have been designed to minimise congestion and conflict between vehicles, pedestrians and cyclists.

Based on the horizontal and vertical geometry, the intersection of Lake Inverell Drive and the Gwydir Highway has adequate capacity under the current and future levels of development with adequate sight distance in all directions.

Flora and fauna

An ecological consulting firm was engaged by Council to undertake an ecological assessment of the site. Field surveys were carried out in May 2018. The surveys did not detect any threatened flora or fauna species present within the footprint of the Circuit. A further search of ecological databases and records for the area indicated the potential for 32 threatened protected species and/or communities to be present in the area. Of these potentially occurring species, only Austral Toadflax (*Thesium australe*) was determined to have a high likelihood of occurrence. Austral Toadflax is listed as a threatened species at both a state and federal level.

A detailed assessment of the potential impacts on Austral Toadflax was undertaken by the ecological consulting firm. Given the scale of the proposed works, the greater extent of habitat available in the locality and proposed mitigation measures, the proposed Off-Road Recreational Circuit was determined to be unlikely to result in a significant impact on the local occurrence of Austral Toadflax.

Overall, the proposed Off-Road Recreational Circuit is considered to have a minimal impact on flora and fauna. No further approvals or species studies are required for this project.

Cultural heritage

As part of Council's investigation phase of the project a Due Diligence survey was conducted by members of the Anaiwan Local Aboriginal Land Council (LALC) to determine the presence of any items of Aboriginal Cultural Heritage Significance at the site. The survey identified the presence of eight (8) stone artefacts.

Following the identification of the stone artefacts, an Aboriginal Cultural Heritage Assessment was commissioned. This assessment was undertaken by the consultants Artefact and Aspect, who recommend that the artefacts found within the development site be removed to a suitable site away from the development area to a site of Anaiwan LALC's choosing and recorded.

To relocate the stone artefacts, Inverell Shire Council will need to apply for an Aboriginal Heritage Impact Permit (AHIP) pursuant to Section 90A of the *National Parks and Wildlife Act 1974*.

To enable an application to be lodged with the NSW Office of Environment and Heritage (OEH) for the AHIP, the Review of Environmental Factors is to be completed, endorsed by Council and submitted along with the application documentation. Whilst formal lodgement of AHIP is pending, Council staff have commenced discussions with OEH regarding the proposal.

Community Consultation

For environmental assessments under Part 5 of the *Environmental Planning and Assessment Act 1979*, there are no minimum mandatory consultation requirements. Given the scale of the proposed project Council staff carried out the community consultation in a similar manner to the consultation required for a more complex development application. This included:

- The Off-Road Recreational Circuit concept and plans being subject to community consultation from 11 September 2018 to 16 October 2018;
- The proposal was advertised within the Council Notices section of the Inverell Times on:
 - Friday, 14 September, 2018;
 - Tuesday, 25 September, 2018; and
 - Friday, 28 September, 2018.
- Letters and a concept plan were posted to all landowners along Lake Inverell Drive; and
- Online exposure, including Facebook posts, dedicated web page and on-line submission function.

A copy of the consultation package, (newspaper ad, template letters, etc.) is included as Appendix 3 (D29-D32).

As a result of the consultation period, a total of four (4) submissions were received. This included two (2) written submissions and two (2) on-line submissions. An article regarding the proposed works at Lake Inverell was also published in the Inverell Times on 5 October, 2018. A copy of the submissions and the Inverell Times article has been circulated under separate cover to the Councillors with the Business Paper.

Detailed consideration of the submissions has been provided within the Review of Environmental Factors and extracted below for this report.

Impacts on Koalas

- Concerns were raised about a sighted Koala population and other native fauna in the area.

Council's Comments

Council engaged a qualified consultant to undertake a detailed ecological assessment of the proposal. The assessment concluded that site represents a highly modified and degraded habitat and with a number of amelioration measures the potential impacts on both flora and fauna can be minimised.

Pedestrian Safety

- Vehicles entering and exiting the proposed car parks over the existing footpath.
- Acknowledges that the car parks would only be used a few times a year and that the onus would be on event coordinators to manage the risk.

Comments – Manager Environmental Engineering

There are two car parking areas proposed for the Circuit being the existing Lake Inverell car park (which will be expanded) and a new special events over-flow parking area midway along Lake Inverell Drive. It is not uncommon for a footpath / cycleway to pass over a property access, including access to a car park.

The new special events parking area midway along Lake Inverell Drive will be special event over-flow parking only, with vehicle access denied at all other times, except for emergency vehicles. If

the car parking is needed during a special event the access over the footpath / cycle way will be controlled by the event coordinator to minimise potential vehicle / pedestrian conflict.

The upgraded and extended Lake Inverell car park has been specifically designed to minimise conflict between cars and pedestrians, with all vehicles entering and exiting the existing car park and extended car park via an existing traffic calming device at the end of Lake Inverell Drive. The extended car park has a pedestrian link to the existing footpath along Lake Inverell Drive. There will also be signs and line marking to better control traffic flow in the car park.

Traffic Management and Congestion

- Concerns about increased traffic flow along Lake Inverell Drive during peak periods (weekends and holidays).
- The existing car park is at capacity on weekends.
- The informal nature of the existing car park leads to congestion and “near misses”.

Comments – Manager Environmental Engineering

Lake Inverell Drive has relatively low traffic counts for a two lane bitumen sealed road of minimum six (6) metre sealed width and generous shoulders, or parking lanes in areas where there is kerb and gutter. Traffic is predominantly light vehicles. Once the proposed development has been constructed traffic will remain as predominantly light traffic in keeping with the local precinct.

The average daily traffic count (ADT) immediately south of Kingfisher Drive is 445 vehicles per day ranging from 425 on weekdays to 485 on weekends. This provides background levels on traffic volumes associated with the current level of development and activities along Lake Inverell Drive which show a 14 percentage increase in traffic of a weekend. No traffic data is available during school holidays however this is not expected to change significantly.

There is no information available on the additional traffic likely to be generated by the proposed Circuit and proposed enhancement works for the Lake Inverell. Even if traffic counts were to double along Lake Inverell Drive over coming years Lake Inverell Drive would adequately handle the traffic.

There will be two car parks proposed for the proposed development. The existing Lake Inverell Reserve car park which will be upgraded and expanded and a new special events parking off Lake Inverell Drive midway along the frontage to the Circuit. The existing sealed Lake Inverell car park will be reconfigured and delineated with pavement markings to improve traffic flow and maximise parking spaces for 28 cars and one (1) bus. In addition the car park will be extended to the north, creating an additional 40 sealed car parking spaces, totalling 68 sealed cars parking spaces for general every day use and to be shared with patrons of the Lake Inverell Reserve. It is proposed that an additional 34 gravel car parking spaces will be available for special event spill-over parking only during special events. This will provide a total of 102 car parking spaces at the Lake Inverell Reserve car park.

In addition the special events spill-over car park off Lake Inverell Drive will provide approximately 32 car parking spaces. The car park will have controlled access and be of a gravel surface standard. The car park will have a sealed access off Lake Inverell Drive and have good sight distance along Lake Inverell Drive.

It is considered there will be adequate parking available for the proposed future activities at the site. The car parking layout, circulation and access will be designed to minimise congestion and conflict between vehicles, pedestrians and cyclists.

Gwydir Highway Intersection

- The Lake Inverell Drive and Gwydir Highway has witnessed some major traffic accidents.
- The proposed development will only heighten the risk for all road users.

Comments – Manager Environmental Engineering

A review of crash and casualty statistics on the *NSW Centre for Road Safety web-site* between 2013 and 2017 (5 years) indicates only 1 recorded accident at the Lake Inverell Drive and Gwydir Highway intersection on 20 November 2017. The degree of crash was rated as *moderate injury* (1 person) with the accident occurring in daylight hours.

Based on the horizontal and vertical geometry, it is considered that the intersection of Lake Inverell Drive and the Gwydir Highway has adequate capacity under the current and future levels of development with adequate sight distance in all directions.

Unauthorised Access to car parks

- The area is already a regular haunt for larrikin behaviour and an unlit car park will lend itself to undesirable activity.
- The installation of bollards would not eliminate or reduce such anti-social behaviour.

Comments – Manager Environmental Engineering

The proposed new fencing and restricted access arrangements for the proposed development including bollards and locked gates will prevent vehicular access to both sites. This will be a significant improvement to the current situation whereby vehicles have unobstructed access into Lake Inverell Reserve.

Location of Car parks

- The proposed car parks are located opposite semi-rural residences.
- Night time usage cannot be excluded.
- The mass exodus of vehicles after a major event would impact on residences.
- Impact of headlights from cars at night.
- Suggestion to design for car parks and a new amenity building to be centrally located and have access off the Gwydir highway.

Comments – Manager Environmental Engineering

The upgraded and expanded Lake Inverell Reserve car park has been designed so that all vehicles enter and leave by the existing entrance in a north south direction, which will minimise the impact on nearby residents to the west of the site.

While night time use of the Circuit cannot be explicitly excluded, the primary use will be during daylight hours. Circuit lighting is not proposed.

There is unlikely to be a mass exodus of vehicles from a major event. The competitors and spectators departure times are expected to vary across the duration of events throughout the day.

The upgraded and expanded Lake Inverell Reserve car park fronting Lake Inverell Drive will be landscaped and fenced to provide adequate screening. This will reduce the impact of an instance where a vehicle happened to use the car park of a night.

It is not proposed or desirable to have the Circuit's access off the Gwydir Highway when Lake Inverell Drive provides a suitable and safe access to the proposed development. The Circuit will link in with the existing footpath / cycle path network along Lake Inverell Drive providing connectivity and amenity for users.

The NSW Roads and Maritime Services would be unlikely to support a new access off the Gwydir Highway.

Conclusion

A Review of Environmental Factors has been completed for the proposed Off-Road Recreational Circuit at Lake Inverell Reserve. The Review of Environmental Factors concludes that, subject to implementation of standard mitigation measures and obtaining an Aboriginal Heritage Impact

Permit, the Off-Road Recreational Circuit will not have a significant impact on the environment nor adversely affect the surrounding area and land uses.

To enable an application to be lodged with the NSW Office of Environment and Heritage for the Aboriginal Heritage Impact Permit, the Review of Environmental Factors must be endorsed and submitted along with the necessary application fees. Council is being asked to endorse the Review of Environmental Factors.

As Councillors would be aware, funding under the Stronger Country Communities Grants Projects has also been received for the construction of a boardwalk and kayak launching facility at Lake Inverell Reserve.

This project is currently within the design and preliminary environmental investigation phase. A separate Review of Environmental Factors will be completed for this project. It is noted that the Lake Inverell Reserve car park upgrade and extension proposed for the Off-Road Recreational Circuit will also serve the boardwalk project.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

Strategy: S.07 Provide accessible and usable recreation facilities and services meet the needs of the community.

Term Achievement: S.07.01 Recreational and leisure facilities and services that meet community needs and are maintained to promote optimal utilisation.

Operational Objective: S.07.01.01 Facilitate joint use of the Shire's recreation and leisure facilities, sporting and open space facilities including co-location of programs.

POLICY IMPLICATIONS:

The proposed Off-road recreational circuit is consistent with the Plan of Management for the Lake Inverell Reserve.

CHIEF FINANCIAL OFFICER'S COMMENT:

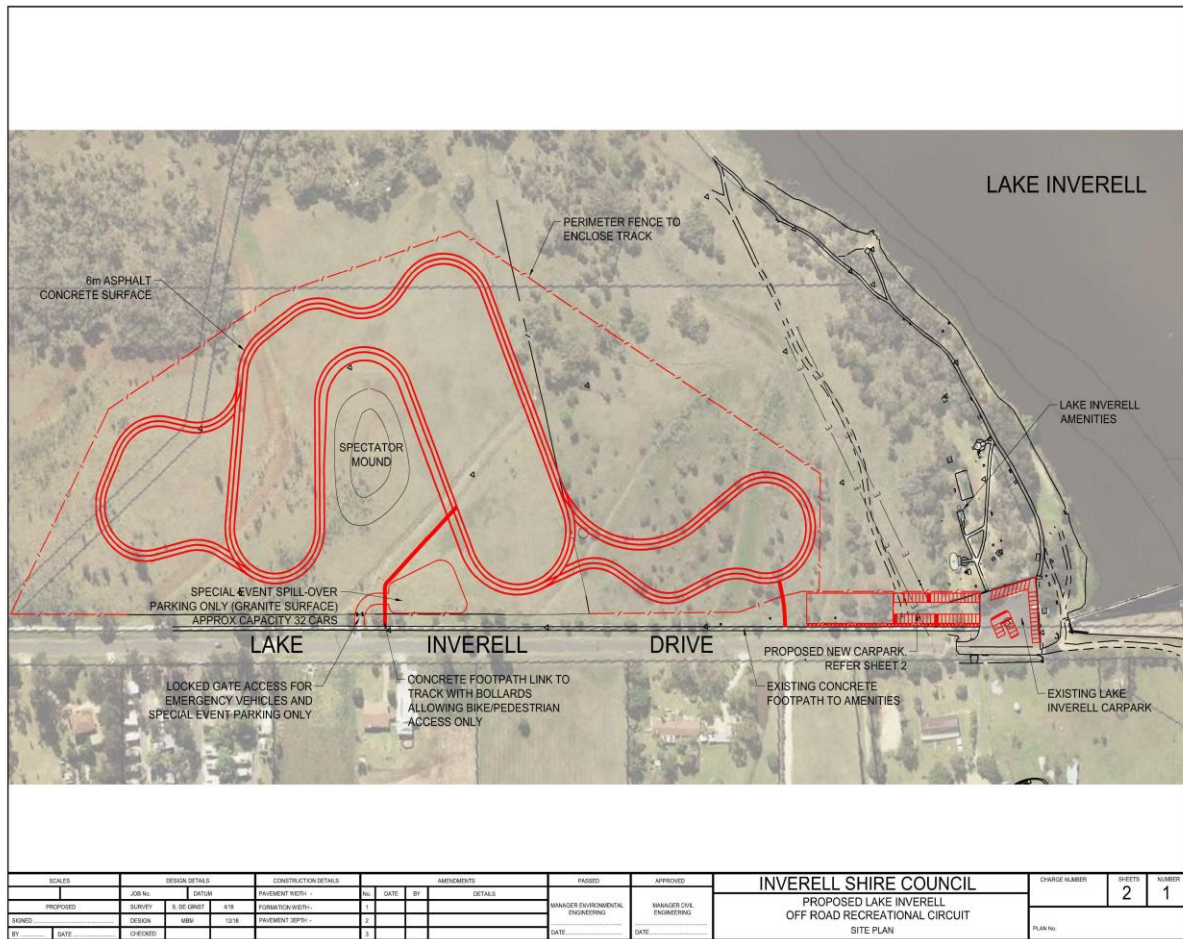
Nil.

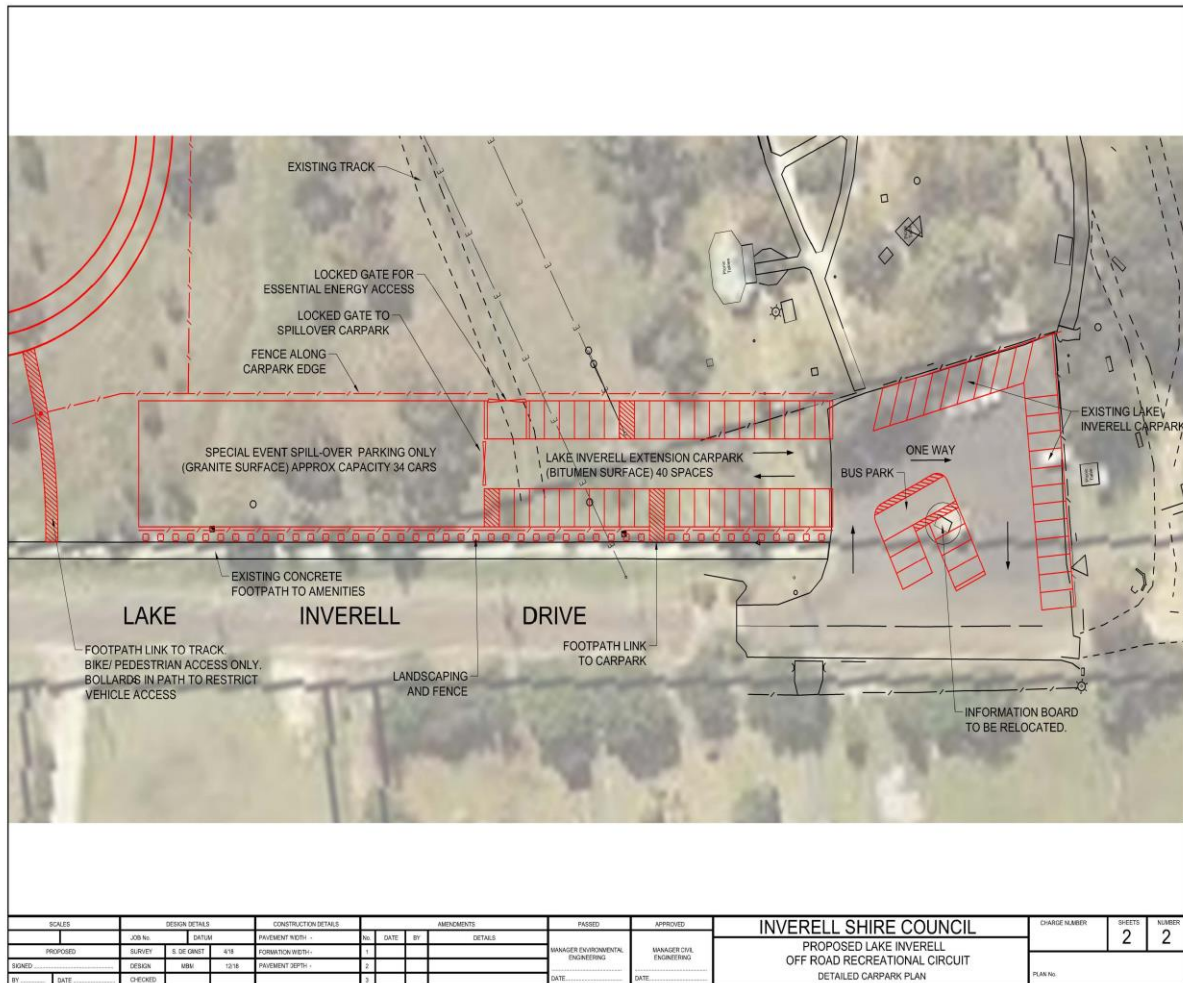
LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That Council endorse the Review of Environmental Factors, dated November 2018, for the Off-Road Recreational Circuit located on Lot 10 DP 252287, Lot 1 DP 1101540 and Lot 2 DP 1101540, Lake Inverell Drive.

APPENDIX 2



APPENDIX 3

inverelltimes.com.au

Tuesday, September 25, 2018 INVERELL TIMES 9



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Funeral Notices

PATSY PERRETT
Aged 75 years

Late of McLean Care, Inverell and formerly of "Carrawarra", Gum Flat and Henderson Street, Inverell.

Beloved daughter of Jack & Lurl Perrett (both deceased), dearly loved sister of Joy & Robert Mason, Julie Daley and Kerry Findlay.

Relatives and friends are respectfully informed that Patsy's Funeral Mass will be held at the Sacred Heart Catholic Church, Inverell, this Friday 28th September, commencing at 11:00 am, followed by Interment at the Warialda Cemetery.

Flowers will be lovingly accepted or friends may wish to make a donation to the NSW Cancer Council. A donation stand will be at the Church.

THORLEY AND SONS FUNERAL SERVICES
INVERELL Phone (02) 6722 2566
FDA of NSW Accreditation No 12029-03

PATRICK FRANCIS ALOYSIUS Clancy
"Pat"
Aged 61 years

Late of Auburn Vale Road, Inverell. Dearly loved Son, Brother, Uncle, Nephew and Cousin.

Relatives and friends, along with the Sacred Heart Parish Community are warmly invited to celebrate Pat's Christian Farewell, which will be held at the Sacred Heart Catholic Church, Inverell, this Thursday 27th September, commencing at 10:30 am, followed by Interment at the Inverell Cemetery.

In lieu of flowers, friends may wish to make a donation to the Children's Cancer Foundation. A donation stand will be at the Church.

THORLEY AND SONS FUNERAL SERVICES
INVERELL Phone (02) 6722 2566
FDA of NSW Accreditation No 12029-03

NEVILLE JOHN STIEGER
Aged 76 years

Late of Mulligan Street, Inverell. Beloved husband of Audrey, dearly loved father & father-in-law of Kim & Geoff and Mandy & Mick, adored pop, old pop and brother.

Relatives and friends are respectfully informed that Neville's Funeral Service will be held at the Sapphire City Crematorium Chapel, Inverell, this Wednesday 26th September, commencing at 10:30 am, followed by Cremation.

Members of the Inverell Golf Club are especially invited to attend. In lieu of flowers friends may wish to make a donation to Inala House, Tamworth. A donation stand will be at the Chapel.

THORLEY AND SONS FUNERAL SERVICES
INVERELL Phone (02) 6722 2566
FDA of NSW Accreditation No 12029-03

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- Art Show and competition
- Collector's displays

guyratroutfest@gmail.com
02 6775 5735
www.guyratroutfest.weebly.com

The Inverell Times

Would like to inform our valued readers that the office will be closed on **Monday 1st October** due to the **Labour Day Public Holiday**.

Classified ads for **The Inverell Times** Tuesday 2nd October will need to be completed by 2pm **Friday 28th September**.

67200 100

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Public Notices

Inverell Shire Council

www.inverell.nsw.gov.au

Administration Centre
144 Otho Street
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Inverell NSW 2360

Phone: (02) 6728 8288
Fax: (02) 6728 8277
council@inverell.nsw.gov.au

INVERELL OFF-ROAD RECREATIONAL CIRCUIT LAKE INVERELL RESERVE

Inverell Shire Council is in the process of undertaking a Review of Environmental Factors under Part 5 of the Environmental Planning and Assessment Act 1979 for the proposed construction of an Off-Road Recreational Circuit on land forming part of Lake Inverell Reserve. The land is known as Lot 10 DP 252287 and Lots 1 & 2 1101540, Lake Inverell Drive, Inverell.

To facilitate the growing demand for passive and active outdoor recreation activities within Inverell the Inverell Off-Road Recreational Circuit is intended to be an adaptable public facility, providing a safe off-road environment that can be enjoyed by multiple user groups for a broad range of activities, including:

- Walking;
- Adult and children cycling, including other devices such as scooters, push bikes, roller skates;
- School sporting activities – cross country, walk-a-thons, traffic education; and
- Fitness – Training circuits and obstacles, "Toughen Up" challenges, Triathlon, cycling and running events.

Any residents wishing to know more or provide comment about the Inverell Off-Road Recreational Circuit proposal are encouraged to contact Council, by phoning the Civil & Environmental Services Department on 02 6728 8200.

Written comments will be received up until 4.30pm, 16 October, 2018 and can be submitted via post to the General Manager, PO Box 138, Inverell NSW 2360 or email to council@inverell.nsw.gov.au.

QUOTATIONS FOR WINNING AND STOCKPILING OF GRAVEL FOR THE 2018/2019 RESHEETING PROGRAM

Council is currently calling for Quotations for the provision of Gravel Winning and Stockpiling Services, for the 2018/2019 Gravel Re-sheeting Program.

Copies of the specification documentation can be obtained from Council's Administration Centre, 144 Otho Street, Inverell between 8.30am and 4.30pm Monday to Friday or by contacting Council's Civil & Environmental Services Administration Staff on 02 67288 200 or email Nicole.Riley@inverell.nsw.gov.au.

Canvassing of Councillors will result in disqualification of the quotation. The lowest quote will not necessarily be accepted.

The completed documents must be submitted to Council prior to 3.30pm 19 October 2018, in the Tender Box at the Administration Centre in Otho Street, clearly marked "Gravel Winning 2018/2019".

If you have any questions or require any clarification please contact Council's Civil and Environmental Services Division on 02 67288 200.

P.J. HENRY PSM
General Manager

CCA COCA-COLA AMATIL

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Applicants must have strong sales and service background ideally from a hospitality or retail background & hold a full valid drivers license.

If you are interested, please email your resume through to sally.henderson@ccamatil.com

Applications close Friday, 5th October

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Aboriginal Health Worker

Full Time - INVERELL

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☎ 0409 823 710 or
jsheather@armajun.org.au

Closing date: **Monday 1st October 2018**

This position is Aboriginal designated under Section 14 of NSW Anti-Discrimination Act (1977).

For Sale

DISABILITY EQUIP

Elec lifter & bed, 2 wheel chairs (1 new), 2 walking frames (1 new), plus ramps, all good cond. Ph 0456 645982.

Motor Vehicles

KIA SORENTO h/back, auto, 28,000kms, very g/cond, bright red, v/bar, good tyres. (BR34CF) \$13,500. Ph 67222 183

Goats

ALL GOATS WANTED

Can arrange pick up

Can supply mustering

Ph Harry
0400870583

Produce

EBONY COW PEA
\$2.50/kg + gst.
Ph 67232 888 or 0427 009 129.

NEW to town, gorgeous Asian, hot sexy, size 8, 40D. Ph 0403 582 765

ADD COLOUR TO YOUR AD

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Positions Vacant

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INVERELL SHIRE COUNCIL**INVERELL OFF-ROAD RECREATIONAL CIRCUIT, LAKE INVERELL RESERVE**

Inverell Shire Council is in the process of undertaking a Review of Environmental Factors under Part 5 of the *Environmental Planning and Assessment Act 1979* for the proposed construction of an Off-Road Recreational Circuit on land forming part of Lake Inverell Reserve. The land is known as Lot 10 DP 252287 and Lots 1 & 2 1101540, Lake Inverell Drive, Inverell.

To facilitate the growing demand for passive and active outdoor recreation activities within Inverell the Inverell Off-Road Recreational Circuit is intended to be an adaptable public facility, providing a safe off-road environment that can be enjoyed by multiple user groups for a broad range of activities, including:

- Walking;
- Adult and children cycling, including other devices such as scooters, push bikes, roller skates;
- School sporting activities – cross country, walk-a-thons, traffic education; and
- Fitness – Training circuits and obstacles, “Toughen Up” challenges, Triathlon, cycling and running events.

Any residents wishing to know more or provide comment about the Inverell Off-Road Recreation Circuit proposal are encouraged to contact Council, by phoning the Civil & Environmental Services Department on 02 6728 8200.

Written comments will be received up until 4.30pm, 16 October, 2018 and can be submitted via post to the General Manager, PO Box 138, Inverell NSW 2360 or email to council@inverell.nsw.gov.au.

www.inverell.nsw.gov.au

Our Ref: s28.7.18/63
Contact: Anthony Alliston, Manager Development Services

6 September 2018

**NOTIFICATION OF PROPOSED DEVELOPMENT
INVERELL OFF-ROAD RECREATIONAL CIRCUIT, LAKE INVERELL DRIVE, INVERELL**

Inverell Shire Council would like to notify you as a nearby landowner of its proposal to construct an Off-Road Recreational Circuit over part of Lake Inverell Reserve.

The site forms part of the Lake Inverell Reserve off the Gwydir Highway, Inverell. The subject land is described as Lot 10 DP 252287 and Lots 1 & 2 DP 1101540 having frontage to Lake Inverell Drive. A site plan has been included with this letter.

BACKGROUND

To facilitate the growing demand for passive and active outdoor recreation activities within Inverell the Inverell Off-Road Recreational Circuit is intended to be an adaptable public facility, providing a safe off-road environment, that can be enjoyed by multiple user groups for a broad range of activities as detailed below.

PURPOSE AND DESIGN

When designing the Circuit, the following activities were considered and catered for in the single, overall design:

- Walking;
- Adult and children cycling, including other devices such as scooters, push bikes, roller skates;
- School sporting activities – cross country, walk-a-thons, traffic education; and
- Fitness – Training circuits and obstacles, "Toughen Up" challenges, Triathlon, cycling and running events.

The site is located at the end of Inverell's public footpath/bicycle path providing an extension of this in an environment protected from general traffic. The Circuit will also complement the adjoining facilities and uses at Lake Inverell.

The operation of the Circuit for general day-to-day public use and specific activities will utilise the parking and amenities at Lake Inverell. It is intended to limit use to daylight hours only to respect the amenity of neighbouring dwellings. There will be no circuit lighting proposed.

Some special event and overflow parking has been considered and provided for within the design, all of which are contained within the site and will be managed through locked gates to ensure minimal impact on traffic and amenity.

Administration Centre, 144 Otho Street (PO Box 138), Inverell NSW 2360
Ph: 02 6728 8288 Fax: 02 6728 8277 DX 6159
council@inverell.nsw.gov.au

OPPORTUNITY TO COMMENT

The development does not require consent through the Development Application process; rather a Review of Environmental Factors (REF) will be completed in accordance with Part 5 of the *Environmental Planning and Assessment Act 1979*.

Inverell Shire Council would like to extend the opportunity for you to review and comment on this proposal prior to completion of an REF.

Written comments will be received up until 4.30pm, 16 October, 2018 and can be submitted via post to the General Manager, PO Box 138, Inverell NSW 2360 or email to council@inverell.nsw.gov.au.

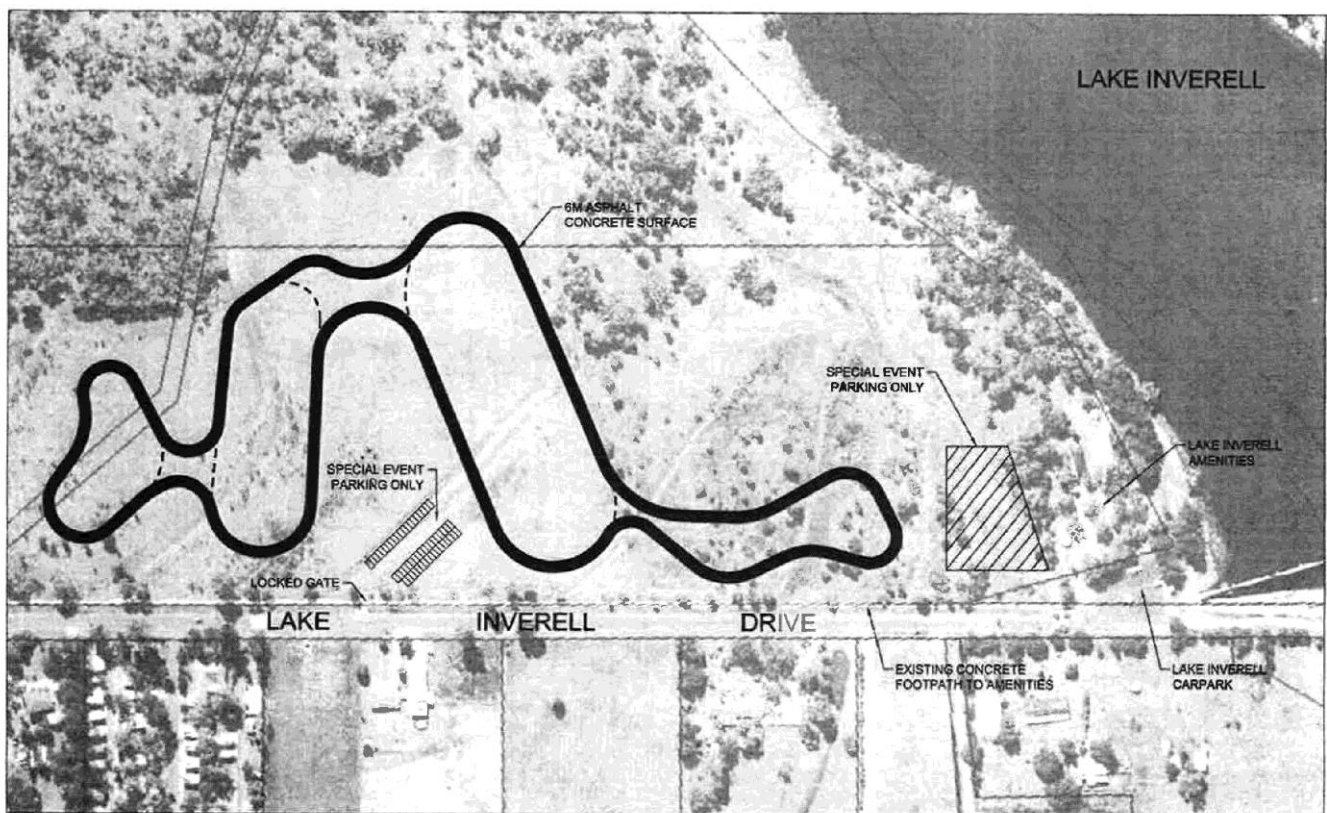
If you wish to discuss the proposal, require clarification or need any further information, I can be contacted on 0425 271 633.

Yours faithfully

ANTHONY ALLISTON
MANAGER DEVELOPMENT SERVICES

Encl.

*Site plan

[illegible]

ITEM NO:	8.	FILE NO: S19.5.1
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	PARKING FINE CONCESSIONS FOR NSW COUNCILS	
PREPARED BY:	Phil Sutton, Environmental Compliance Coordinator	

SUMMARY:

The purpose of this report is to provide information regarding the NSW Government's option to allow NSW Councils to lower parking fines. Council is being asked to determine what action it wishes to take in response to this matter

COMMENTARY:

The Treasurer and Minister for Industrial Relations has written to Council requesting that we take advantage of parking fine concessions for its constituents. A copy of the correspondence has been included in Appendix 4 (D35 - D37) for the information of Council.

On 1 July 2018, the NSW Government reduced the top 10 (by revenue raised) level 2 parking fines issued by NSW Government authorities from \$112 to \$80. A further 42 level 2 parking fines will be reduced from 1 January 2019. The current arrangements for parking fines to be indexed annually will continue.

Under the new framework, Councils can also reduce their fines from \$112 to \$80. These concessions do not apply automatically. To make this change Councils must opt in, by advising the NSW Treasurer and Minister for Industrial Relations in writing by 1 January 2019. Councils that opt in by 1 January 2019 to reduce their fines will be recorded in the relevant regulation, which will be published on the NSW Government Legislation website, and will be able to charge lower amounts from 1 March 2019. A list of Councils who have opted in will be made public after 1 January 2019.

The NSW Government believes the reforms to fines will make NSW a fairer place for the people who live and work here, and will reduce the financial burden on citizens across the State. At present, parking fines in NSW are much higher than in many cities in Australia and overseas.

In the last financial year, Council issued 51 parking related fines totalling \$6038. If Council were to adopt the concessions, that revenue could decrease by \$1500. It should be noted that the offence of parking in a disabled park without displaying a permit (\$549) is not included in the concessions. The proposed reduction would not impact Council's use of parking related fines as a deterrent and management tool, as most constituents are adverse to a fine of any calibre.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

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

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICER'S COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

A matter for Council.

APPENDIX 4



The Hon Dominic Perrottet MP
Treasurer and Minister for Industrial Relations

Clr Paul Harmon
Mayor
Inverell Shire Council
PO Box 138
INVERELL NSW 2360

Dear Mayor,

ACT NOW TO TAKE ADVANTAGE OF PARKING FINE CONCESSIONS FOR YOUR CONSTITUENTS

In June this year the NSW Government announced plans to make parking fines fairer for residents across the state.

Parking fines play an important role in maintaining order and safety on our streets. But the penalty should not be out of proportion to the offence. At present, parking fines in NSW are much higher than in many cities in Australia and overseas, including Melbourne, Brisbane, London, and New York.

So we are taking action.

As a first step we reduced a range of State Government issued parking fines by 25 per cent.

Many Councils have noted they have no power to reduce parking fine amounts, which are set at a \$112 minimum under State legislation, and the Government has committed to providing Councils the freedom and flexibility to reduce their parking fines too.

Following broad consultation which revealed overwhelming support from the community for fine reductions, I am pleased to advise that the Government has now made the regulatory changes necessary for Councils to reduce their fines.

What are the changes?

Under the new framework, Councils can reduce their fines from \$112 to \$80. These concessions do not apply automatically. To make this change Councils must opt in, by advising me in writing by 1 January 2019. You can do this by completing the slip enclosed.

Councils that opt in by 1 January 2019 to reduce their fines will be recorded in the relevant regulation, which will be published on the NSW Government Legislation website, and will be able to charge lower fine amounts from 1 March 2019. A list of Councils who have opted in will be made public after 1 January 2019.

If you do not opt in by 1 January 2019, you will have further opportunities to opt in at later points in the next year, but the benefits to your constituents will be delayed.

The current arrangements for parking fines to be indexed annually will continue.

Grace Period

As well as reducing fines, I am pleased to advise that the Government will introduce a 10 minute grace period for paid parking of more than one hour, commencing on 31 January 2019.

The new grace period, which has also received overwhelming public support, will apply to all fining authorities, including Councils, and will be subject to certain exceptions in the interests of safety and preventing congestion (such as at the commencement of a clearway zone).

You should advise your parking inspectors of the grace period by 1 January 2019, as the grace period is required to be implemented by all parking issuing authorities from 31 January 2019.

More information about the changes to parking fines can be found in the enclosed attachments, and online at nswfinesreview.com.au. If you have any questions about the changes, please contact Claudia Solomon at NSW Treasury on 02 9228 4774 or FinesReview@treasury.nsw.gov.au.

The NSW Government's reforms to fines will make NSW a fairer place for the people who live and work here, and will reduce the financial burden on citizens across the state.

While Councils have previously been unable to reduce parking fines, there is now an opportunity to do the right thing by constituents and opt in to the new regulations.

I strongly encourage you to fill in the slip provided and return to me by 1 January 2019 so we can put the changes into effect as soon as possible.

Yours sincerely,



Dominic Perrottet MP
Treasurer
Minister for Industrial Relations

Attached:

Return Slip to Opt In to Lower Parking Fines

Attachment A – Administrative Arrangements to be listed in Schedule 5A

Attachment B – Parking offences

Attachment C – Grace period for certain parking offences

cc: General Manager of your Council

FILL IN THIS SLIP AND RETURN BY 1 JANUARY 2019

Yes, my council has agreed to opt in to charge lower parking fine amounts of \$80 instead of \$112, indexed annually as per current practices.

I understand that by advising you before 1 January 2019, the changes will take effect from 1 March 2019.

Name of Mayor _____

Name of Council: _____

Date of Council decision/resolution: _____

Signature: _____

Date: _____

RETURN TO:

The Hon. Dominic Perrottet MP
Treasurer
GPO Box 5341
SYDNEY NSW 2001

Or

office@perrottet.minister.nsw.gov.au

ITEM NO:	9.	FILE NO: S15.8.81
DESTINATION 5:	The communities are served by sustainable services and infrastructure	R
SUBJECT:	CULTURAL AND ARTS STRATEGIC PLAN (LISTING)	
PREPARED BY:	Fiona Adams, Manager Integrated Planning and Reporting	

SUMMARY:

Council has been awarded funding from the Australian Government's Building Better Regions Fund to develop a Cultural and Arts Strategic Plan. Expressions of Interest were from suitably qualified consultants. Council is being asked to consider a confidential report in respect of this matter.

COMMENTARY:

The *Local Government Act 1993* (the Act), and the Local Government (General) Regulation 2005 makes provision for the closure of meetings to the public and media in specified circumstances. In particular s.10A of the Act provides that 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 relating to expressions of interest received for the development of a Cultural and Arts Plan.

The recommendation that this item of business be considered in closed Council specifically relies upon section 10A(2)(d)(i) the report includes:

- a) 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; 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 OFFICER'S COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That the matter be referred to closed Council for consideration as:

- i) the report includes 'Commercial information of a confidential nature that would, if disclosed:*
 - a) prejudice the commercial position of the person who supplied it, or*
 - b) confer a commercial advantage on a competitor of the council, or*
 - c) reveal a trade secret and*
- ii) on balance the public interest in preserving the confidentiality of this matter outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.*

TO ORDINARY MEETING OF COUNCIL 19/12/2018

ITEM NO:	1.	FILE NO: S4.13.2
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	STRATEGIC TASKS – ‘SIGN OFF’ – DECEMBER 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 December, 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
5 December 2018	Last day for audited financial statements to be presented to the public.	Achieved	Presented to the public in November 2018
31 December 2018	Report to Council (12.1) and the OLG (12.2) on complaint statistics (Model Code Procedures).	Achieved	Nil report to be submitted
31 December 2018	Delivery Program Progress reports provided to Council at least every 6 months (s.404(5)).	Achieved	Presented to November Economic and Community Sustainability Committee meeting.

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of December, 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: S13.5.5/11
DESTINATION 1:	A recognised leader in a broader context	R
SUBJECT:	QUESTIONS WITHOUT NOTICE – DECEMBER 2018	
PREPARED BY:	Kristy Paton, Corporate Support Office - Publishing	

SUMMARY:

The following details the Questions without Notice items raised at the Ordinary Meeting held 28 November, 2018.

Council is requested to note the actions taken to date.

COMMENTARY:

BP/REF: ITEM NO:	SUBJECT and FILE REFERENCE:	COMMENTS:
QWN/ORD 31/18 Cr King	<u>The Inverell "What's On"</u> Cr King asked if the opportunity to promote events on the Inverell "what's on" signboards was broadly advertised.	The Mayor undertook to remind listeners on his next regular radio interview.
	<u>Free tipping</u> Cr Watts asked about the 2 month grace period for free tipping at the Ashford and Yetman Transfer Stations. Cr Watts also enquired as to the progress of the transfer station at Delungra and asked to be kept up-to-date with progress.	Director Civil and Environmental Services confirmed the grace period was now over and fees were being charged. Director Civil & Environmental Services undertook to do this.

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

SUMMARY:

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

INFORMATION:

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-101/2018	Mr Andrew Walker Lee	39 George Street, Inverell	Alterations and Additions to Dwelling	30,000
CC-103/2018	Mr Michael James Walls and Mrs Cassandra Irene Walls	38 Dog Trap Lane, Inverell	Construct New Dwelling	385,000
CC-108/2018	Mr Lucas James Brown and Ms Linda Ann Bryant	100 Anderson Lane, Oakwood	Pool	25,000
CC-109/2018	Mr Brett William Tomlinson and Ms Emilie Cate Jorgensen	61-67 Otho Street, Inverell	Verandah	70,000
CC-110/2018	Local Government Engineering Services	180 Swanbrook Road, Inverell	Stage 1 of Subdivision under DA-67/2013	Nil
CC-111/2018	Mr Patrick Dust and Mrs June Anne Dust	7 Campbell Street, Wandera	Addition to dwelling	15,000
CC-113/2018	Mr Hamish Bruce Ditchfield	63 Caloola Drive, Inverell	Construct Above Ground Pool and Deck	7,000
CC-114/2018	Church Communities Australia	4188 Gwydir Highway, Elsmore	Construct Farm Shed	110,000
CC-117/2018	Mrs Helen Faye Harmon	32 Queens Terrace, Inverell	Construct Bathroom in Garage	8,000
CC-118/2018	Mr Dwayne Raymond Johns	11 Wolbah Close, Inverell	Install Above Ground Swimming Pool	28,000
CC-119/2018	Mr Benjamin Thomas Partridge	145 Roscrae Lane, Inverell	Earthworks	12,000
CC-121/2018	Lecoin Distributors Pty	Fullers Lane, Inverell	Construct New Dwelling and Shed	280,000

	Ltd			
CC-125/2018	MB & CM Jorgensen Pty Ltd	Oakland Lane, Inverell	Dwelling	303,000
CC-127/2018	Mr Alexander Peter George Eddy	5 Chisholm Street, Inverell	Shed	12,000
Monthly estimated value of Approvals: November 2018			14	1,285,000

SUMMARY:

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

INFORMATION:

Nil

SUMMARY:

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

INFORMATION:

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-123/2018	RLX Investment Company Pty Ltd	375 Yetman Road, Inverell	Inverell Regional Livestock Exchange	693,219
Monthly estimated value of Approvals: November 2018			1	693,219

AMENDED CONSTRUCTION CERTIFICATES**SUMMARY:**

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

INFORMATION:

Nil

ITEM NO:	4.	FILE NO: S7.2.4/11
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING NOVEMBER 2018	

PREPARED BY:	Elaine Kenny, Administration Officer
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SUMMARY:

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

INFORMATION:

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-35/2018	Decon Building	134 Brae Street, Inverell	Constructing a Shed	14,815
CD-36/2018	MB & CM Jorgensen	40 Talbargar Close, Inverell	Shed	15,000
CD-37/2018	John Green Pty Ltd	50 Wolbah Close, Inverell	Construct Two Sheds	16,520
CD-38/2018	John Green Pty Ltd	25 Bundaoon Lane, Inverell	Construct Garage	5,000
Monthly estimated value of Approvals: November 2018			4	51,335

AMENDED COMPLYING DEVELOPMENT CERTIFICATES**SUMMARY:**

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

INFORMATION:

Nil

SUMMARY:

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

INFORMATION:

Nil

SUMMARY:

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

INFORMATION:

Nil

ITEM NO:	5.	FILE NO: S7.2.4/11
DESTINATION 3:	An environment that is protected and sustained.	E
SUBJECT:	SUMMARY OF BUILDING CONSTRUCTION FOR NOVEMBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

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

INFORMATION:

Total Building Construction for Inverell Shire for November 2018:

<u>Type of Consent</u>	<u>Number</u>	<u>\$ Amount</u>
Construction Certificates – Council Approved	14	1,285,000
Construction Certificates – Private Certifier	1	693,219
Complying Development – Council Approved	4	51,335
Complying Development – Private Certifier	0	Nil
Totals	19	2,029,554

Estimated Value of Approvals issued in the financial ytd in:	2018/2019 (78)	\$8,525,703
	2017/2018 (79)	\$9,115,149

ITEM NO:	6.	FILE NO: S18.10.2/11
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	DEVELOPMENT CONSENTS AND REFUSALS DURING NOVEMBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

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

INFORMATION:

APPROVALS

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-132/2018	Mr Brett Tomlinson	61-67 Otho Street, Inverell	Verandah	70,000
DA-133/2018	Mr Patrick Dust and Mrs June Anne Dust	7 Campbell Street, Wandera	Addition to dwelling	15,000
DA-135/2018	Northaven Ltd	30 Granville Street, Inverell	Use of Dwelling as Group Home	Nil
DA-136/2018	Mr Hamish Bruce Ditchfield	63 Caloola Drive, Inverell	Construct Above Ground Pool and Deck	7,000
DA-137/2018	John Baker Contracting Pty Ltd	24 Bannockburn Road, Inverell	Demolition of Dwelling	Nil
DA-138/2018	Mrs Helen Faye Harmon	32 Queens Terrace, Inverell	Construct bathroom in Garage	8,000
DA-140/2018	Mr Dwayne Raymond Johns	11 Wolbah Close, Inverell	Install Above Ground Swimming Pool	28,000
DA-141/2018	Mr Benjamin Thomas Partridge	145 Roscrae Lane, Inverell	Earthworks	12,000
DA-142/2018	Mr Brian Robert James	240 Halls Lane, Bukkulla	New Dwelling	200,000
DA-144/2018	Lecoin Distributors Pty Ltd	Fullers Lane, Inverell	Construct New Dwelling and Shed	280,000
DA-147/2018	Mr David John Worgan	119 Auburn Vale Road, Inverell	New Shed	19,000
DA-148/2018	McMahon Structural	2160 Kings Plains Road, Sapphire	New Second Dwelling – Dual Occupancy	570,000
DA-149/2018	Mr Alexander Peter George Eddy	5 Chisholm Street, Inverell	Shed	12,000
DA-157/2018	Mr Peter Charles Marsh and Mrs Dianne Margaret Marsh	146 & 148 Evans Street, Inverell	Boundary Adjustment	Nil

Monthly estimated value of Approvals: November 2018	14	1,221,000
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DEVELOPMENT AMENDMENTS

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-81/2015/A	Miss Chelsea Gobbert	23 Otho Street, Inverell	Amendment for Skin Premises – Tattoo Parlour to Beauty Salon	Nil
DA-115/2017/A	MB & CM Jorgensen Pty Ltd	Oakland Lane, Inverell	Dwelling and Shed	Nil
Monthly estimated value of Approvals: November 2018			2	Nil

REFUSALS

Nil

ITEM NO:	7.	FILE NO: S18.10.2/11
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	VARIATION TO DEVELOPMENT STANDARDS APPROVED DURING NOVEMBER 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 November 2018.

INFORMATION:

Nil

ITEM NO:	8.	FILE NO: S29.19.1
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	SEPTIC TANK APPROVALS FOR NOVEMBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

The following details the Septic Tank approvals for November 2018.

INFORMATION:

<u>Septic Application Number</u>	<u>Applicant</u>	<u>Property</u>
S-20/2018	Mr Taylor Mason	16 White Box Place, Inverell
S-31/2018	MB & CM Jorgensen Pty Ltd	Oakland Lane, Inverell

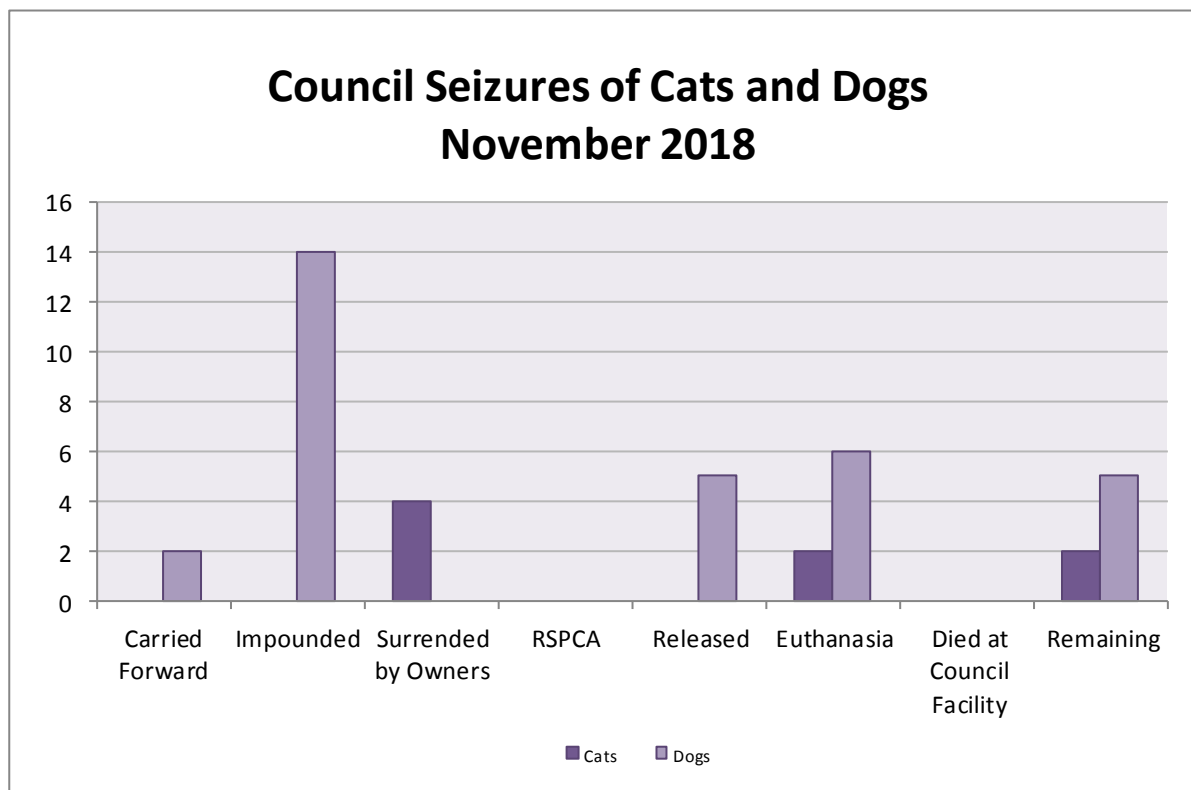
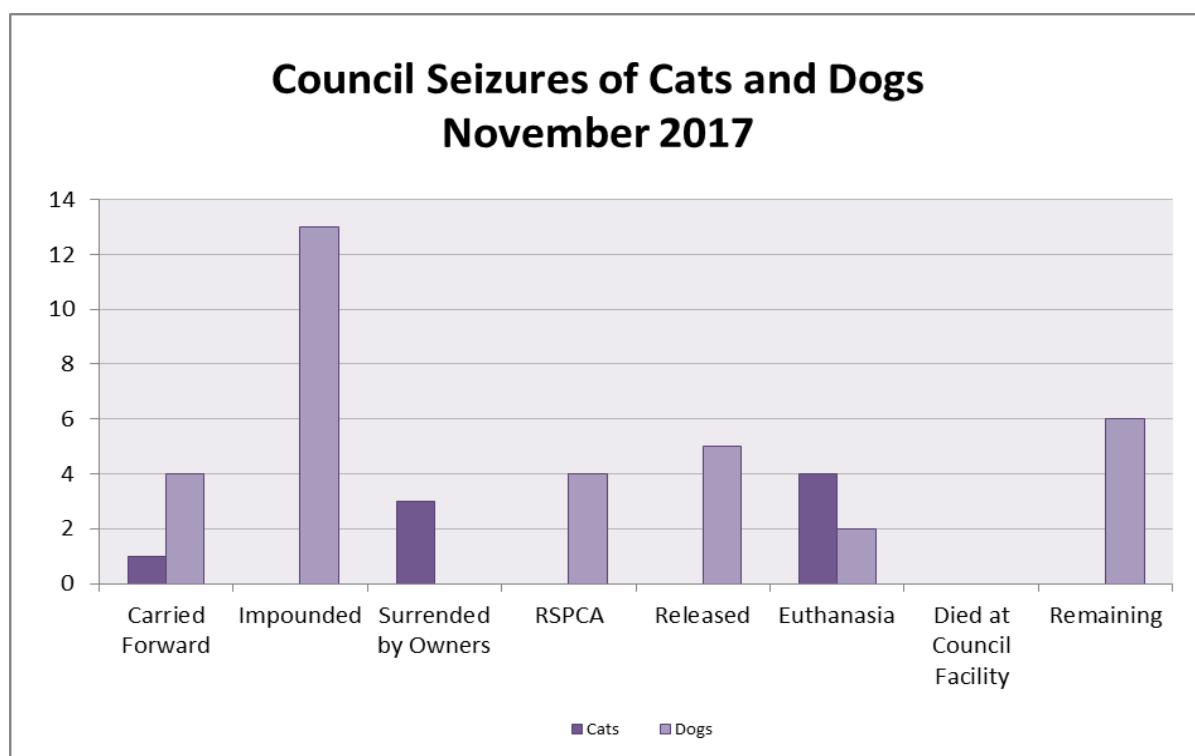
ITEM NO:	9.	FILE NO: S18.10.1
DESTINATION 3:	An environment that is protected and sustained	E
SUBJECT:	ORDINANCE ACTIVITIES REPORT FOR NOVEMBER 2018	
PREPARED BY:	Elaine Kenny, Administration Officer	

SUMMARY:

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

INFORMATION:

Nil

COMPLIANCE**Inverell Shire Council Pound Monthly Report November 2018****Inverell Shire Council Pound Monthly Report November 2017**

ITEM NO:	10.	FILE NO: S15.8.6/11
DESTINATION 5 :	The community is supported by sustainable services and infrastructure	S
SUBJECT:	GRANTS TO VILLAGES AND RURAL AREAS – RECREATIONAL / CULTURAL GRANT 2018-19	
PREPARED BY:	Fiona Adams, Manager Integrated Planning and Reporting	

SUMMARY:

Council fielded six (6) applications to its annual Recreational / Cultural Grants program and it is proposed that four (4) organisations be awarded funding across an array of community focused projects.

COMMENTARY:

Inverell Shire Council awards the grants of up to \$2,000 to community groups under its annual Recreational / Cultural Grants program for Villages and Rural Areas. These grants inject valuable funds to volunteer-run organisations in the Shire's smallest villages and localities. Often, these dollars provide a vital source of funds to improve their facilities and sustain their community.

Six (6) applications were received to this year's program. Following assessment by Cr Harmon and the General Manager, it is proposed that \$7,838 is awarded to the following applicants:

- **Ashford Golf Club** – install new men's toilet in clubhouse - \$1,999;
- **Mount Russell Hall** – install new stove in hall kitchen - \$2,000;
- **Nullamanna Hall** – install new signage to promote upcoming events - \$1,839; and
- **Staggy Creek Recreational Reserve Trust** – gravel for upgrading tennis court surfaces - \$2,000.

Further, it is proposed that the application received from Graman Memorial Hall be funded from the Drought Communities Programme and the application received from Staggy Creek Tennis Club be declined as it relates to the same tennis facility being funded above.

RECOMMENDATION:

That the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 19 December, 2018, be received and noted.

TO ORDINARY MEETING OF COUNCIL 19/12/2018

ITEM NO:	1.	FILE NO: S1.2.3/12
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	GOVERNANCE - PERFORMANCE REPORTING ON ROAD MAINTENANCE COUNCIL CONTRACTS	
PREPARED BY:	Nicole Riley, Administration Coordinator	

SUMMARY:

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

COMMENTARY:

The RMS conducts regular Contract Performance Reporting on the Road and Maintenance Council Contracts. Reports are submitted to Council 4 times a year with the most recent one being completed for quarter three (3), July to September, 2018.

A copy of the report is attached as Appendix 1, G2 – G5.

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND OPERATIONAL PLAN:

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

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

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

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICER'S COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

RECOMMENDATION:

That the information be received and noted.

APPENDIX 1



Transport
Roads & Maritime
Services

ROADS AND MARITIME SERVICES

RMS Form No 517 (amended)

Catalogue No. 45062482

(April 2018)

Contractor Performance Report

Single Invitation Maintenance Contract

General Information

Contractor's Name

Inverell Shire Council

Trading as

ABN	72 695 204 530
-----	----------------

Contract No.	08.2547.1956
--------------	--------------

Equip Contract No.	
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Contract Description

Inverell Shire Council

At Acceptance of Tender

Original Due date for

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

Progress

Quarter 1



Quarter 2



Quarter 3



Quarter 4



Key Milestones

Defect Correction Period

After construction
or call backContinuing unsatisfactory
Performance

Termination of Contract



Contract Sum as

Varied at Report Date	\$ 1,131,169.06
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Contractor's Performance

	Unsatisfactory	Marginal	Acceptable	Good	Superior
Collaboration - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ISC management always work collaboratively and assist in problem solving when required.					
Community and Stakeholder Engagement - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ISC have good customer and stakeholder engagement processes and no known issues have arisen.					
Contract Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The contract is well managed and ISC are usually very prompt in providing claims, reports and any requested data.					
Environmental Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Toolbox talks include environmental management and are being conducted routinely. No environmental incidents have been reported.					
People Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
No known issues and the ISC teams seem to be well supported.					
Quality Management Systems - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ISC approach all projects with a strong commitment to quality and this is reflected in the outcomes. The ISC management embrace RMS quality systems for projects and RMCC works.					
Standard of Work - RMCC - Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Routine maintenance systems are good and deliver effective and economical performance.					
Standard of Work 2 - RMCC - Minor Works	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Minor works are delivered effectively and efficiently.					
Standard of Work 3 - RMCC - Pavement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ISC pavement teams are very competent delivering quality outputs that meet RMS specification requirements.					



Transport
Roads & Maritime
Services

Subcontractor Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Subcontractors are used for specialist works and ISC systems provide good oversight and management.					
Time Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Works are delivered in a timely manner and any requests for additional information are responded to promptly.					
Traffic Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Some issues have arisen with contract traffic controllers but ISC management were quick to act to remove these people off the project to ensure compliance.					
Workplace Health and Safety Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ISC have good WH&S systems and there is a developing culture of safety. Toolbox talks and other meetings are held regularly and details recorded on RMS project works.					
Workplace Relations Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
No known issues and award provisions are always applied.					
Performance Score	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Transport
Roads & Maritime
Services**Overall Comments** *(Use separate report if necessary)***Reporting Officer***In my opinion:*

ISC deliver quality performance and cooperate effectively with RMD staff. This Council always delivers high quality works and are prepared to deliver additional works whenever the opportunity arises.

Name: Paul Radnidge

Report Date: 16/10/2018

Phone: 6640 1018

Reviewing Officer:*In my opinion:*

Not Required

The report has been forwarded to the Contractor **No** *(All reports are to be forwarded)*

The unsatisfactory performance aspects have been discussed with

Name:

Discussion Date:

Phone:

Response from Contractor Received and report finalised: No

Name:

A handwritten signature in black ink, appearing to read "P. Radnidge".

Review Date:

24/10/2018

Phone:

Approving Officer*In my opinion:*

Inverell Shire Council RMCC staff work well and in a collaborative manner with RMS RMCC staff.

It is encouraging to see continued development of a safety culture with around strong communication within the council's works teams.

Timeliness and quality of council's submissions, claims and other information is indicative of their commitment to meeting the contract requirements.

Name: Anna Stewart

A handwritten signature in black ink, appearing to read "Anna Stewart".

Report Date: 16/10/2018

Phone: 66401012

31/10/2018

Attachments:

Distribution:

1. Contractor's Representative
2. RMS's Representative

ITEM NO:	2.	FILE NO: S12.12.2/11
DESTINATION 5:	The communities are served by sustainable services and infrastructure	S
SUBJECT:	GOVERNANCE - MONTHLY INVESTMENT REPORT	
PREPARED BY:	Paul Pay, Manager Financial Services	

SUMMARY:

To report the balance of investments held as at 30 November, 2018.

COMMENTARY:

Contained within this report are the following items that highlight Council's Investment Portfolio performance for the month to 30 November, 2018 and an update of the investment environment:

- (a) Council's investments as at 30 November, 2018;
- (b) Council Investments by Fund as at 30 November, 2018;
- (c) Interest – Budgeted vs Actual;
- (d) Investment Portfolio Performance;
- (e) Investment Commentary; and
- (f) Certification – Responsible Accounting Officer.

A) Council Investments as at 30 November, 2018

Term Deposit Investment Group										
Investment No.	Borrower	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value	Term (days)
18/23	National Australia Bank	General	A1+	1	14-Dec-17	14-Dec-18	2.52%	2,000,000	2,000,000	365
18/24	Regional Australia Bank	Water	NR	3	14-Dec-17	14-Dec-18	2.51%	2,000,000	2,000,000	365
18/25	National Australia Bank	General	A1+	1	09-Jan-18	09-Jan-19	2.52%	1,000,000	1,000,000	365
18/27	National Australia Bank	General	A1+	1	15-Mar-18	09-Jan-19	2.60%	2,000,000	2,000,000	300
18/34	AMP BANK	General	A1	2	22-Jun-18	18-Jan-19	2.85%	2,000,000	2,000,000	210
18/35	AMP BANK	Water	A1	2	22-Jun-18	18-Jan-19	2.85%	1,000,000	1,000,000	210
18/36	AMP BANK	Sewer	A1	2	22-Jun-18	18-Jan-19	2.85%	500,000	500,000	210
18/37	Westpac Bank	General	A1+	1	28-Jun-18	21-Jan-19	2.85%	2,000,000	2,000,000	207
18/28	Westpac Bank	Water	A1+	1	15-Mar-18	15-Mar-19	2.67%	1,500,000	1,500,000	365
18/29	Westpac Bank	Sewer	A1+	1	15-Mar-18	15-Mar-19	2.67%	1,500,000	1,500,000	365
18/30	National Australia Bank	General	A1+	1	27-Mar-18	27-Mar-19	2.66%	2,000,000	2,000,000	365
18/31	CBA	General	A1+	1	12-Apr-18	12-Apr-19	2.68%	1,000,000	1,000,000	365
18/32	St George Bank	General	A1+	1	17-Apr-18	17-Apr-19	2.76%	2,000,000	2,000,000	365
18/33	CBA	General	A1+	1	18-Apr-18	17-Apr-19	2.72%	1,000,000	1,000,000	364
18/38	Westpac Bank	Water	A1+	1	28-Jun-18	25-Jun-19	2.95%	1,000,000	1,000,000	362
18/39	Westpac Bank	General	A1+	1	28-Jun-18	25-Jun-19	2.95%	2,000,000	2,000,000	362
19/01	CBA	General	A1+	1	17-Jul-18	17-Jul-19	2.76%	3,000,000	3,000,000	365
19/02	Bank West	Sewer	A1+	1	17-Jul-18	17-Jul-19	2.80%	2,000,000	2,000,000	365
19/03	Bank of Queensland	General	A1	2	03-Sep-18	03-Sep-19	2.73%	1,000,000	1,000,000	365
19/04	CBA	General	A1+	1	14-Sep-18	13-Sep-19	2.68%	1,000,000	1,000,000	364
19/05	National Australia Bank	Water	A1+	1	27-Sep-18	27-Sep-19	2.75%	1,000,000	1,000,000	365
19/06	St George Bank	General	A1+	1	02-Oct-18	02-Oct-19	2.60%	1,000,000	1,000,000	365
19/07	National Australia Bank	General	A1+	1	09-Oct-18	09-Oct-19	2.74%	1,000,000	1,000,000	365
19/08	Bendigo Adelaide Bank	General	A2	2	25-Oct-18	25-Oct-19	2.75%	2,000,000	2,000,000	365
19/09	ING BANK	General	A1+	1	25-Oct-18	25-Oct-19	2.90%	2,000,000	2,000,000	730
19/10	Westpac Bank	General	A1+	1	25-Oct-15	25-Oct-19	2.97%	2,000,000	2,000,000	1096
19/11	National Australia Bank	Sewer	A1+	1	20-Nov-18	20-Nov-19	2.75%	2,000,000	2,000,000	365
19/12	Rural Bank	General	A2	2	27-Nov-18	27-Nov-19	2.85%	2,000,000	2,000,000	365
19/13	Police Credit Union (SA)	General	NR	3	27-Nov-18	27-Nov-18	2.94%	1,000,000	1,000,000	365
19/14	AMP BANK	General	A1	2	27-Nov-18	27-Nov-19	2.85%	2,000,000	2,000,000	365
19/15	AMP BANK	General	A1	2	27-Nov-18	27-Nov-19	2.85%	1,000,000	1,000,000	365
19/16	AMP BANK	Water	A1	2	27-Nov-18	27-Nov-19	2.85%	1,000,000	1,000,000	365
19/17	AMP BANK	General	A1	2	27-Nov-18	27-Nov-19	2.85%	1,000,000	1,000,000	365
Sub Total - Term Deposit Investment Group								TOTALS	50,500,000	50,500,000

Cash Deposits Accounts Investment Group									
As at Date	Borrower	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value
30/11/18	National Australia Bank (Cash Maximiser)	General	A1+	1			1.65%	1,000,000	1,000,000
Sub Total - Cash Deposits Accounts Investment Group								1,000,000	1,000,000

Floating Rate Notes Investment Group									
As at Date	Borrower	FUND	Rating	Risk Rating	Purchase Date	Maturity Date	Current Yield	Principal Value	Current value

B) Council Investments by Fund 30 November, 2018

Portfolio by Fund		31/10/2018	30/11/2018
General Fund		\$ 38,000,000	\$ 38,000,000
Water Fund		\$ 8,500,000	\$ 7,500,000
Sewer Fund		\$ 6,000,000	\$ 6,000,000
TOTAL		\$ 52,500,000	\$ 51,500,000

Council investment portfolio decreased by \$1M during November, 2018. This was in respect of normal cash flow movements for receipts collected and payments made during November, 2018. A St George (local branch) investment was redeemed on 30 November due to poor quoted interest rates. These funds will be re-invested during December, 2018.

C) Interest – Budgeted verses Actual Result to Date

Ledger		2018/2019 Budget	Actuals to Date
General Fund	128820	879,000.00	183,152.78
Water Fund	812350	85,000.00	30,028.58
Sewer Fund	906320	87,000.00	32,278.63
TOTAL		\$ 1,051,000.00	\$ 245,459.99

The interest received to date (cash basis) is in accordance with budget and does not include accruals. It is noted that Council has investments totalling \$12.5M maturing over the next 90 days. It is again expected that Council's Investment Portfolio will achieve benchmark returns in 2018/2019.

D) Investment Portfolio Performance

Investment Portfolio Return		Benchmarks		
	% pa	RBA Cash Rate	Aus Bond Bank Bill	11am Cash Rate
Benchmark as at 30-11-2019		1.50%	1.91%	1.50%
Term Deposits	2.76%			
Cash Deposit Accounts	1.50%			
Floating Rate Notes				
Structured Products*	0.00%			

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

E) Investment Commentary

Council's investment portfolio returns exceeded the 11am Cash Rate benchmark in all investment categories except for Council's cash deposit accounts. These accounts are held for liquidity purposes. Term Deposits exceed all benchmarking indexes.

Council's investment portfolio of \$51.5M is almost entirely invested in fixed term deposits. Overall, the portfolio is highly liquid, highly rated and short-dated from a counterparty perspective.

As widely expected, the board of the Reserve Bank decided to leave the cash rate unchanged at 1.50 per cent again in December, citing slowing global trade flows resulting from continuing trade tensions.

Global inflation remains low but has slightly risen on higher oil prices and faster wage growth. Tighter global labour markets and further US fiscal stimulus are expected to boost global core inflation levels. Australian "Inflation remains low and stable", with CPI inflation at 1.90 per cent over the past year. A gradual pickup is expected over the next few years, with the "central scenario for inflation to be 2.25 per cent in 2019".

The forecast for GDP growth remained positive with an expected growth of 3.5 per cent over the next two years before slowing in 2020 on expectations of declining resource export growth. Positive business conditions continued alongside uncertainty towards "household consumption" due to low household income growth, high debt levels and falling asset prices.

The unemployment rate was at a 6 year low of 5 per cent, with a further decline expected on the basis that Australian growth remains above trend. High vacancy rates were highlighted, reporting skill shortages in some areas. A gradual rise in wage growth is expected as a result of supportive economic conditions alongside a strengthening labour market.

RBA again used relatively mild language in their interest rate decision. Nothing suggested a deviation from its slow cycle stance, and markets factor in no rate increase until late 2019.

Council Investment Advisor, Michael Chandra, head of Client Advisory, Imperium Markets provides the following outlook on Fixed Interest Markets:

The US Fed's median forecast is now for one final rate hike in 2018, with the December 19th rate hike currently priced in around 72%. While trade, tariff and emerging market risks remains on the downside, the US economy continues to run strongly.

Fed Chair Powell recently commented that interest rates "remain just below the broad range of estimates of the level that would be neutral for the economy", in stark contrast to his comments in October that "we may go past neutral, but we're a long way from neutral at this point, probably".

The European Central Bank (ECB) policy guidance remains unchanged with President Draghi still seeing risks as "broadly balanced". President Draghi reaffirmed the ECB is set to end net purchases under the APP after December and hold rates "though the summer of 2019", and potentially beyond, but stressed data dependency.

Domestically, the RBA reaffirmed that the next move in interest rates was more likely to be up than down. Housing concerns appears to be contained as house prices in the main capital cities are trending downwards following the tightening lending standards ('macro - prudential' policies) introduced by APRA although the level of household debt continues to be monitored closely. The major banks have also carried their 'out of cycle' rate hikes which have assisted in cooling the domestic property market.

The key risks for the RBA stem from the impact of trade wars, US inflation, domestic employment, wage growth, housing and consumption. As a result of these uncertainties, the Bank continues to be cautious and remain neutral, opting to be a "source of stability".

Deputy Governor Debelle indicated that although the RBA's policy guidance was unchanged, if circumstances do change, "there is still scope for further reductions in the policy rate. It is the level of interest rates that matter.....can still move lower".

The broader market also currently does not support any near-term monetary policy action by the RBA. In fact, the futures market currently prices in a flat interest rate outlook over the coming 12-18 months, with the first rate rise pushed back until mid-2020:

F) Certification – Responsible Accounting Officer

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

RELATIONSHIP TO STRATEGIC PLAN, DELIVERY PLAN AND MANAGEMENT PLAN:

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

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

Operational Objective: S.01.02.01 To manage Council Finances with the view to ensuring Council's ongoing financial health and stability, the discharge of statutory and fiduciary

responsibilities, proper accounting systems and standards and an efficient and equitable revenue base.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICER'S COMMENT:

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

LEGAL IMPLICATIONS:

Nil.

RECOMMENDATION:

That:

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