



INVERELL
SHIRE COUNCIL



Deputy Mayor, Cr Anthony Michael and Blues musician Buddy Knox enjoying the Gum Flat Family Picnic Day on Saturday, 25 May 2019.

Business Paper
Ordinary Meeting of Council
Wednesday, 26 June 2019

INVERELL SHIRE COUNCIL**NOTICE OF ORDINARY MEETING OF COUNCIL**

26 June, 2019

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 26 June, 2019, commencing at **3.00 PM**.

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

Please Note: Under the provisions of the Code of Meeting Practice the proceedings of this meeting (including presentations, deputations and debate) will be webcast. An audio recording of the meeting will be uploaded on the Council's website at a later time. Your attendance at this meeting is taken as consent to the possibility that your voice may be recorded and broadcast to the public.

P J HENRY PSM

GENERAL MANAGER

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Recording of Council Meetings

Council meetings are recorded. By entering the Chambers during an open session of Council, you consent to your attendance and participation being recorded.

The recording will be archived. All care is taken to maintain your privacy; however as a visitor of the public gallery, your presence may be recorded.

Ethical Decision Making and Conflicts of Interest

A guiding checklist for Councillors, officers and community committees

Ethical decision making

- Is the decision or conduct legal?
- Is it consistent with Government policy, Council's objectives and Code of Conduct?
- What will the outcome be for you, your colleagues, the Council, anyone else?
- Does it raise a conflict of interest?
- Do you stand to gain personally at public expense?
- Can the decision be justified in terms of public interest?
- Would it withstand public scrutiny?

Conflict of interest

A conflict of interest is a clash between private interest and public duty. There are two types of conflict:

- **Pecuniary** – regulated by the *Local Government Act 1993* and Office of Local Government
- **Non-pecuniary** – regulated by Codes of Conduct and policy. ICAC, Ombudsman, Office of Local Government (advice only). If declaring a Non-Pecuniary Conflict of Interest, Councillors can choose to either disclose and vote, disclose and not vote or leave the Chamber.

The test for conflict of interest

- Is it likely I could be influenced by personal interest in carrying out my public duty?
- Would a fair and reasonable person believe I could be so influenced?
- Conflict of interest is closely tied to the layperson's definition of 'corruption' – using public office for private gain.
- Important to consider public perceptions of whether you have a conflict of interest.

Identifying problems

1st Do I have private interests affected by a matter I am officially involved in?

2nd Is my official role one of influence or perceived influence over the matter?

3rd Do my private interests conflict with my official role?

Local Government Act 1993 and Model Code of Conduct

For more detailed definitions refer to Sections 442, 448 and 459 or the *Local Government Act 1993* and Model Code of Conduct, Part 4 – conflicts of interest.

Disclosure of pecuniary interests / non-pecuniary interests

Under the provisions of Section 451(1) of the *Local Government Act 1993* (pecuniary interests) and Part 4 of the Model Code of Conduct prescribed by the Local Government (Discipline) Regulation (conflict of interests) it is necessary for you to disclose the nature of the interest when making a disclosure of a pecuniary interest or a non-pecuniary conflict of interest at a meeting.

A Declaration form should be completed and handed to the General Manager as soon as practicable once the interest is identified. Declarations are made at Item 3 of the Agenda: Declarations - Pecuniary, Non-Pecuniary and Political Donation Disclosures, and prior to each Item being discussed: The Declaration Form can be downloaded at [Declaration Form](#)

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 2017 – September 2018

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 2018/2019 is adopted.



INTERNAL CALENDAR

JULY 2019

SUN	MON	TUE	WED	THU	FRI	SAT
	Financial Statements to be audited within 4 months (s.416(1)) Reminder: lodgement of Pecuniary Interest returns due 30 September for Councillors and designated persons who held office at 30 June (s.449(3)) Reports due for Committee Meetings by 4:30pm				Proposed loan borrowings return to be submitted to TCORP	
	1.	2.	3.	4.	5.	6.
Sapphire City Markets	Tingha NAIDOC Week Celebrations – Graeme Park 10:30am	Ashford NAIDOC Week Celebrations – LALC 11am	9am Civil & Environmental meeting 10:30am Economic & Community Sustainability Meeting	NAIDOC Week Celebrations – Victoria Park 10:30am		
7.	8.	9.	10.	11.	12.	13.
	Reports due for Ordinary Meeting by 4:30pm					
14.	15.	16.	17.	18.	19.	20.
Sapphire City Markets		LGNSW Visit	3pm Ordinary Meeting			
21.	22.	23.	24.	25.	26.	27.
28.	29.	30.	31.			
			GST Certificate to be submitted to OLG Last day for making rates (s.533) Public interest disclosures report due to the NSW Ombudsman (s.6CA of the Public Interest Disclosures Act 1994)			

 Council office closed

1 APOLOGIES

2 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 22 May, 2019, as circulated to members, be confirmed as a true and correct record of that meeting.

**MINUTES OF INVERELL SHIRE COUNCIL
ORDINARY COUNCIL MEETING
HELD AT THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON WEDNESDAY, 22 MAY 2019 AT 3 PM**

PRESENT: Cr Paul Harmon (Mayor), Cr Anthony Michael (Deputy Mayor), Cr Di Baker, Cr Stewart Berryman, Cr Kate Dight, Cr Paul King OAM, Cr Neil McCosker, Cr Mal Peters and Cr Jacki Watts

IN ATTENDANCE: Paul Henry (General Manager), Brett McInnes (Director Civil and Environmental Services), Scott Norman (Director Corporate and Economic Services).

1 APOLOGIES

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

34/19 RESOLVED *(Watts/McCosker) that the apology from Cr Peters due to his absence for personal reasons be accepted, and that leave of absence be granted.*

2 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 24 April, 2019, as circulated to members, be confirmed as a true and correct record of that meeting.

3 DISCLOSURE OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS

There were no interests declared.

4 BUSINESS ARISING FROM THE PREVIOUS MINUTES

5 PUBLIC FORUM

At this juncture, the time being 3.03 pm, the Mayor welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak:

Pam McLeay Boys Matter Too Program

Pam delivered an update on the "Boys Matter Too" event being run by Inverell Sunrise CWA. She thanked Council for their support and encouraged Councillors to attend.

At this juncture, the time being 3.07 pm, the Public Forum Session closed and Council resumed the balance of the Agenda.

6 ADVOCACY REPORTS

Cr Harmon	<p><u>Cr Harmon attended the following events in May:</u></p> <p>The Inverell Junior PSSA Tennis Carnival, the Opening of the Contemporary Art Exhibition at the Inverell Art Gallery, the Northern Tablelands Weeds Meeting on 14 May, the Regional Food Safety Group Meeting hosted by Inverell Shire Council and the Danthonia 20th Year Celebration.</p>
Cr Michael	<p><u>Cr Michael attended the following events in May:</u></p> <p>The opening of the Contemporary Art Exhibition at the Inverell Art Gallery, the finish of the Grafton to Inverell Cycle Race and commented on the good crowd and also attended the Multicultural Festival held in conjunction with the Grafton to Inverell Cycle Race.</p>
Cr McCosker	<p><u>Grafton to Inverell Cycle Race and Dinner</u></p> <p>Cr McCosker attended the finish of the Grafton to Inverell Cycle Race and Dinner. He commented it gave him great pride that his Son rode with a visiting A Grade Team.</p>
Cr Dight	<p><u>Contemporary Art Exhibition</u></p> <p>Cr Dight attended the opening of the Contemporary Art Exhibition at the Inverell Art Gallery.</p>
Cr Watts	<p><u>Delungra Community Meeting</u></p> <p>Cr Watts attended a Delungra Community Meeting on the 9 May, 2019.</p>
Cr Baker	<p><u>Cr Baker attended the following events in May:</u></p> <p>The Nullamanna Team Penning and Camp draft and noted the Mayor and the General Manager also attended.</p> <p>Cr Baker has been active with the Inverell Singers, and has recently sung at a Rotary Function and will be singing at the Opening of the Equestrian Stables. Cr Baker also attended the Danthonia 20th Year Celebration.</p>
Cr King	<p><u>Cr King attended the following events in May:</u></p> <p>The Liquor Accord Meeting on 21 May, 2019, the finish of the Grafton to Inverell Cycle Race, the Multicultural Festival and the Inverell Girl Guides Fete.</p> <p>Cr King wished to recognise the National Volunteers Week.</p>

1. BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) MEETING, MAY 2019
S14.10.1

36/19 RESOLVED (Dight/Baker) that:

- i) Inverell Shire Council writes to Goondiwindi Regional Council to invite them to collaboratively write a submission to the Cross Border Commission for support to upgrade Cunningham's Weir on the QLD, NSW border;
- ii) For the purposes of this Council, could Inverell Shire Council provide an assessment and summary of the domestic water availability for all the communities in our shire and the outlook for future water supply; and
- iii) Inverell Shire Council writes to Adam Marshall for an update on the latest water storage opportunities for the upper catchment areas of the Murray Darling Basin and the progress

that these are making, i.e. what studies are currently being undertaken to investigate these opportunities.

7 COMMITTEE REPORTS

1. CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING MINUTES – 8 MAY 2019 S4.11.16/11

Note: The S.375A record of voting recorded on page 9 relates to the adoption of the motion detailed below and covers DA 23/2019 and DA29/2019.

37/19 RESOLVED (Baker/Watts) *that:*

- i) the Minutes of the Civil & Environmental Services Committee Meeting held on Wednesday, 8 May, 2019, be received and noted; and*
- ii) the following recommendation of the Civil & Environmental Services Committee be adopted by Council:*

1. DA-23/2019 – DEMOLITION, CONSTRUCTION OF DUAL OCCUPANCY (ATTACHED), CONSTRUCTION OF DWELLING AND SUBDIVISION – 63 GRANVILLE STREET, INVERELL DA-23/2019

1. *Inverell Shire Council issues its consent, subject to conditions stated hereunder, in accordance with Section 80A of the Environmental Planning and Assessment Act 1979.*

Consent is granted for:

- *Demolition of all structures;*
- *One (1) into Two (2) Lot Subdivision, being;*
 - *Lot 1 – 504.2m² rectangular lot;*
 - *Lot 2 – 507.7m² battle-axe lot;*
- *Construction of Dual Occupancy (Attached) on the rectangular lot; and*
- *Construction of a dwelling on the battle-axe lot.*

To confirm and clarify the terms of consent, the development must be carried out in accordance with the stamped and approved plans and accompanying documentation, unless modified by any following condition. Any deviation will require the consent of Council.

2. *The applicant must comply with all relevant prescribed conditions as contained in Division 8A of the Environmental Planning & Assessment Regulation 2000 (as detailed at the end of this consent).*

CONDITIONS RELATING TO DEMOLITION

3. *All demolition work is to be carried out in accordance with Australian Standard 2601 The demolition of structures.*
4. *At all times during demolition a competent person shall directly supervise work. It is the responsibility of the person to ensure that:*
 - *The structure to be demolished and all its components shall be maintained in a stable and safe condition at all stages of the demolition work;*
 - *Precautions are to be taken to ensure that the stability of all parts of the structure and the safety of persons on and outside the site are maintained particularly in the event of sudden and severe weather changes; and*
 - *The site shall be sealed off at all times against the unauthorised entry of persons or vehicles.*
5. *All utilities are to be disconnected from the dwelling and capped to the satisfaction of the relevant authority.*

6. *If the development is found to contain asbestos the applicant/builder must investigate, and carry out, their obligations as specified under WorkCover, the Work Health and Safety Regulation 2011 and the Protection of the Environment Operations (Waste) Regulation 1996.*
7. *To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the demolition period:*
 - *Works on site are to be carried out in accordance with the Protection of the Environment Operations Act 1997 in relation to noise, dust and associated nuisances from the site. The carrying out of works shall not interfere with the quiet enjoyment of the surrounding neighbourhood;*
 - *Demolition may only be carried out between 7.00am and 5.00pm, Monday to Saturday, and no demolition is to be carried out at any time on a Sunday or Public Holiday. Council may consent to vary these hours in particular circumstances where it can be demonstrated that it is unavoidable;*
 - *Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path of easement, natural watercourse, footpath, kerb or road surface and shall implement measures to prevent the movement of such material off site;*
 - *Operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site;*
 - *Demolition waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a waste disposal depot;*
 - *Sediment and erosion control measures are to be implemented onsite and maintained until the site is fully stabilised, in accordance with Council's Erosion and Sedimentation Control Policy 2004; and*
 - *Where the proposed development involves the disturbance of any existing survey monuments, those monuments affected will need to be relocated by a registered surveyor under the Surveying and Spatial Information Act 2002. A plan showing the relocated monuments will then be required to be lodged as a matter of public record at the NSW Land Registry Services.*

CONDITIONS RELATING TO THE ONE (1) INTO TWO (2) LOT SUBDIVISION

8. *A Subdivision Certificate must be obtained from Council in accordance with Section 109C (1)(d) of the Environmental Planning and Assessment Act 1979. The applicant must submit a completed Subdivision Certificate application form (with applicable fee), four (4) copies of the survey plan, two (2) copies of any 88b instrument and documentary evidence demonstrating compliance with the conditions of this development consent.*
9. *Prior to the issue of a Subdivision Certificate, a Construction Certificate must be issued for both the dwelling and the dual occupancy (attached) approved under this consent.*

CONDITIONS RELATING TO THE CONSTRUCTION OF THE DWELLING

Prior to Commencement of Works

10. *Prior to the commencement of any works (including earthworks) on the site a Construction Certificate must be issued in accordance with Section 109C (1)(b) and 81A (2) of the Environmental Planning and Assessment Act 1979. The application for a Construction Certificate shall include plans and specifications demonstrating full compliance with the Building Code of Australia and associated standards.*
11. *Prior to issue of a Construction Certificate, approval under Section 68 of the Local Government Act 1993 is to be obtained for sewerage work, water supply work and stormwater drainage work.*

12. *Prior to issue of a Construction Certificate, approval under Section 138 of the Roads Act 1993 is to be obtained for the construction of the concrete access crossing in Granville Street.*
13. *New water and sewer connections are to be provided for the dwelling. Prior to issue of a Construction Certificate, the following is to be paid to Council:*
 - *A water connection fee in accordance with Council's fees and charges; and*
 - *A sewer junction fee in accordance with Council's fees and charges.*
14. *Prior to issue of a Construction Certificate, stormwater drainage plans, prepared by a suitably qualified engineer, are to be submitted to and approved by Council. These plans are to show:*
 - *Inter-allotment drainage along the common boundary between the dwelling and the dual occupancy (attached);*
 - *Drainage of the concrete driveway; and*
 - *Roof water drainage.*

During Construction

15. *To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:*
 - *Works on site are to be carried out in accordance with the Protection of the Environment Operations Act 1997 in relation to noise, dust and associated nuisances from the site. The carrying out of works shall not interfere with the quiet enjoyment of the surrounding neighbourhood;*
 - *Construction may only be carried out between 7.00am and 5.00pm, Monday to Saturday, and no construction is to be carried out at any time on a Sunday or Public Holiday. Council may consent to vary these hours in particular circumstances where it can be demonstrated that it is unavoidable;*
 - *Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path of easement, natural watercourse, footpath, kerb or road surface and shall implement measures to prevent the movement of such material off site;*
 - *Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site;*
 - *Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a waste disposal depot;*
 - *Sediment and erosion control measures are to be implemented onsite and maintained until the site is fully stabilised, in accordance with Council's Erosion and Sedimentation Control Policy 2004; and*
 - *Where the proposed development involves the disturbance of any existing survey monuments, those monuments affected will need to be relocated by a registered surveyor under the Surveying and Spatial Information Act 2002. A plan showing the relocated monuments will then be required to be lodged as a matter of public record at the NSW Land Registry Services.*
16. *A survey report is required to ensure that the proposed development is located on the correct allotment and at the approved distance from the boundary. The survey report is to be prepared by a registered land surveyor and be provided to the Principal Certifying Authority prior to works proceeding past floor level. This report is to be verified:*
 - *by the pegging of the site prior to the commencement of work; and*
 - *on completion of footings.*

Prior to Occupation

17. *Prior to occupation of the premises, an Occupation Certificate must be issued in accordance with Section 109M of the Environmental Planning and Assessment Act 1979.*

Note: Prior to issue of the Occupation Certificate, the Principal Certifying Authority is required to be satisfied, amongst other things, that:

- all required inspections (including each applicable mandatory critical stage inspection) have been carried out; and*
 - any preconditions to the issue of the certificate required by a development consent have been met.*
18. *Prior to issue of an Occupation Certificate, where applicable, the following works are to be completed:*
- All adjacent public and private land must be cleared of obstructions such as stockpiles of topsoil, building material, waste and other material associated with construction; and*
 - The applicant will repair/restore, or pay the full costs associated with repairing/restoring, any footpath, public reserve and infrastructure that is damaged by the development.*
19. *Prior to issue of an Occupation Certificate, the plan of subdivision relating to the one (1) into two (2) lot subdivision approved under this consent, must be registered with the NSW Land Registry Services.*
20. *Prior to issue of an Occupation Certificate, all stormwater including inter-allotment drainage and driveway drainage shall be drained in accordance with the approved engineering and Australian Standard 3500.3 Plumbing and drainage.*
21. *Prior to issue of an Occupation Certificate, the concrete access crossing, concrete access handle and turning areas are to be constructed in accordance with the approved plans and approval under Section 138 of the Roads Act 1993.*
22. *Prior to issue of an Occupation Certificate, all landscaping is to be completed as per the approved plan.*

Ongoing Use

23. A vehicle access door (e.g. roller door or similar) must not be installed within the garage wall facing Granville Lane.
24. All landscaping must be maintained in perpetuity in a reasonable manner.

**CONDITIONS RELATING TO THE CONSTRUCTION OF THE DUAL OCCUPANCY
(ATTACHED)****Prior to Commencement of Works**

25. Prior to the commencement of any works (including earthworks) on the site a Construction Certificate must be issued in accordance with Section 109C (1)(b) and 81A (2) of the Environmental Planning and Assessment Act 1979. The application for a Construction Certificate shall include plans and specifications demonstrating full compliance with the Building Code of Australia and associated standards.
26. Prior to issue of a Construction Certificate, approval under Section 68 of the Local Government Act 1993 is to be obtained for sewerage work, water supply work and stormwater drainage work.
27. Prior to issue of a Construction Certificate, approval under Section 138 of the Roads Act 1993 is to be obtained for the construction of the concrete access crossings.

28. *Prior to the issue of a Construction Certificate, two Community Services Contributions must be paid to Council pursuant to Section 7.11 (formerly Section 94) of the Environmental Planning and Assessment Act 1979.*
29. *Separate sewer connections are to be provided to each dwelling within the dual occupancy (attached). Prior to the issue of a Construction Certificate, contributions/fees must be paid to Council for sewer supply and separate sewer connections. This will require payment to Council of:*
- *A Contribution under Council's Development Servicing Plan No. 1 for 2 equivalent tenements; and*
 - *A sewer junction fee (Unit B) in accordance with Council's fees and charges.*

Note: Unit A will utilise the existing sewer junction.

30. *Separate water connections are to be provided to each dwelling within the dual occupancy (attached). Prior to the issue of a Construction Certificate, contributions/fees must be paid to Council for water supply and water connections. This will require payment to Council of:*
- *A Contribution per lot under Council's Development Servicing Plan No. 1 for 1.6 equivalent tenements; and*
 - *Water connection fees in accordance with Council's fees and charges*
31. *Prior to issue of a Construction Certificate, plans of the inter-allotment drainage along the common boundary between the dwelling and the dual occupancy (attached), prepared by a suitably qualified engineer, are to be submitted to and approved by Council.*

During Construction

32. *To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the construction period:*
- *Works on site are to be carried out in accordance with the Protection of the Environment Operations Act 1997 in relation to noise, dust and associated nuisances from the site. The carrying out of works shall not interfere with the quiet enjoyment of the surrounding neighbourhood;*
 - *Construction may only be carried out between 7.00am and 5.00pm, Monday to Saturday, and no construction is to be carried out at any time on a Sunday or Public Holiday. Council may consent to vary these hours in particular circumstances where it can be demonstrated that it is unavoidable;*
 - *Stockpiles of topsoil, sand, aggregate, spoil or other material shall be stored clear of any drainage path of easement, natural watercourse, footpath, kerb or road surface and shall implement measures to prevent the movement of such material off site;*
 - *Building operations such as brick cutting, washing tools, concreting and bricklaying shall be undertaken on the building block. The pollutants from these building operations shall be contained on site;*
 - *Builders waste must not be burnt or buried on site. All waste (including felled trees) must be contained and removed to a waste disposal depot;*
 - *Sediment and erosion control measures are to be implemented onsite and maintained until the site is fully stabilised, in accordance with Council's Erosion and Sedimentation Control Policy 2004; and*
 - *Where the proposed development involves the disturbance of any existing survey monuments, those monuments affected will need to be relocated by a registered surveyor under the Surveying and Spatial Information Act 2002. A plan showing the relocated monuments will then be required to be lodged as a matter of public record at the NSW Land Registry Services.*

33. A survey report is required to ensure that the proposed development is located on the correct allotment and at the approved distance from the boundary. The survey report is to be prepared by a registered land surveyor and be provided to the Principal Certifying Authority prior to works proceeding past floor level. This report is to be verified:
- by the pegging of the site prior to the commencement of work; and
 - on completion of footings.

Prior to Occupation

34. Prior to occupation of the premises, an Occupation Certificate must be issued in accordance with Section 109M of the Environmental Planning and Assessment Act 1979.

Note: Prior to issue of the Occupation Certificate, the Principal Certifying Authority is required to be satisfied, amongst other things, that:

- all required inspections (including each applicable mandatory critical stage inspection) have been carried out; and
 - any preconditions to the issue of the certificate required by a development consent have been met.
35. Prior to issue of an Occupation Certificate, where applicable, the following works are to be completed:
- All adjacent public and private land must be cleared of obstructions such as stockpiles of topsoil, building material, waste and other material associated with construction; and
 - The applicant will repair/restore, or pay the full costs associated with repairing/restoring, any footpath, public reserve and infrastructure that is damaged by the development.
36. Prior to issue of an Occupation Certificate, the plan of subdivision relating to the one (1) into two (2) lot subdivision approved under this consent, must be registered with the NSW Land Registry Services.
37. Prior to issue of an Occupation Certificate, all stormwater including inter-allotment drainage shall be drained in accordance with the approved engineering and Australian Standard 3500.3 Plumbing and drainage.
38. Prior to issue of Occupation Certificate, a concrete access crossing and driveway is to be constructed from Granville Street to the garage of each unit in accordance with the approved under Section 138 of the Roads Act 1993.
39. Any other condition deemed appropriate by the Director Civil and Environmental Services.
2. DA-29/2019 – SINGLE DWELLING USE – 124 TRAFALGAR LANE, GUM FLAT – VARIATION TO MINIMUM LOT SIZE DEVELOPMENT STANDARD DA-29/2019

Subject to concurrence being received from the NSW Department of Planning and Environment, DA-29/2019 be approved subject to the following conditions:

Preliminary

1. Inverell Shire Council issues its consent, subject to conditions stated hereunder, in accordance with Section 80A of the Environmental Planning and Assessment Act 1979.

Consent is granted for a single dwelling use only on Lot 308 DP 754840.

Advice Only

2. The following matters are not conditions of consent, but will require consideration in the design of any proposed dwelling:
- A separate application is to be approved for the actual construction of a dwelling.

- *Any new dwelling is to comply with the provisions of Planning for Bush Fire Protection 2006.*
 - *Approval is required under Sec. 68 of the Local Government Act 1993 for the installation and operation of an onsite sewage management system.*
 - *No native vegetation should be removed as a result of the construction of a dwelling without the approval of Council.*
 - *The external colours of the dwelling should be sympathetic with the surrounding rural landscape.*
3. *Any other condition deemed appropriate by the Director Civil and Environmental Services.*
3. DA-26/2019 – NEW COLORBOND FENCE – 6375 GWYDIR HIGHWAY, INVERELL DA-26/2019

That additional information regarding the proposed fence be presented in a report to the May 2019 Council meeting.

S375A Record of Voting	
Councillors For:	Councillors Against:
Baker	
Berryman	
Dight	
Harmon	
King	
McCosker	
Michael	
Watts	

2. **ECONOMIC & COMMUNITY SUSTAINABILITY COMMITTEE MEETING MINUTES – 8 MAY 2019 S4.11.17/11**

38/19 RESOLVED (Watts/Dight) that:

- i) *the Minutes of the Economic & Community Sustainability Committee Meeting held on Wednesday, 8 May, 2019, be received and noted; and*
- ii) *the following recommendations of the Economic & Community Sustainability Committee be adopted by Council:*
 1. EXPIRING LICENCE AGREEMENTS S4.11.9
 - a) *BP Australia Pty Ltd - Lot A, DP 385492, Inverell Airport, Gilgai 5.10.1*
 - i) *Council renew the agreement with BP Pty Ltd, Lot A, DP 385492, Inverell Airport, Gilgai for a five (5) year period with a further five (5) year option under the same terms and conditions;*
 - ii) *the licence fee be \$396.64 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.*
 - b) *Licence Agreement, Essential Energy – Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood 5.10.57*

- i) Council renew the agreement with Essential Energy for a five (5) year period with a further two (2) year option under the same terms and conditions;
 - ii) the licence fee be \$1336.08 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.
- c) Licence Agreement, National Parks and Wildlife Service – Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood. 5.10.58
- i) Council renew the agreement with National Parks and Wildlife Service for Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood for a five (5) year period with a further five (5) year option under the same terms and conditions;
 - ii) the licence fee be \$1365.01 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.
- d) Licence Agreement, NSW State Emergency Service - Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood 5.10.60
- i) Council renew the agreement with NSW State Emergency Service for Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood for a five (5) year period with a further five (5) year option under the same terms and conditions;
 - ii) the licence fee be \$1340.00 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.
- e) Licence Agreement, Mr G & R Brown - Part Unformed Road, Eastern Boundary of Lots 227 & 333 DP 753287, Inverell 5.10.102
- i) Council renew the agreement with Mr Garry and Mrs Robyn Brown for Part Unformed Road, Eastern Boundary of Lots 227 & 333 DP 753287, Inverell for a three (3) year period with a further three (3) year option under the same terms and conditions;
 - ii) the licence fee be \$81.14 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.
- f) Licence Agreement, Mr G & R Brown - Part Unformed Road, Eastern Boundary of Lot 263, DP 753287, Inverell 5.10.66
- i) Council renew the agreement with Mr Garry and Mrs Robyn Brown for Part Unformed Road, Eastern Boundary of Lot 263, DP 753287, Inverell, for a three (3) year period with a further three (3) year option under the same terms and conditions;
 - ii) the licence fee be \$95.48 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.
2. BOUNDARY ADJUSTMENT - ARMIDALE REGIONAL COUNCIL S13.1.1

That:

- i) The information be received and noted; and
- ii) The actions proposed in respect of outstanding rates and charges be endorsed.

3. GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2/12

That:

- a)

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

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

That:

- i) *Council's Quarterly Operational Plan and Budget Review for 31 March, 2019 be adopted; and*
- ii) *the proposed variations to budget votes for the 2018/2019 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2019 from operations of \$5,427.*

5. EMERGENCY SERVICES LEVY INCREASE S12.13.1

That:

A. *Inverell Shire Council supports Local Government NSW's calls for:*

- a. *the NSW Government to cover the initial additional \$19M increase to local governments for the first year; and*
- b. *the NSW Government to work with NSW local governments to redesign the funding mechanism for the scheme to ensure fairness into the future.*

B. *Requests that the General Manager liaise with Local Government NSW to provide information on:*

- a. *The impact on council budgets; and*
- b. *Council advocacy actions undertaken.*

C. *Requests that the Mayor:*

- a. *write to the NSW Premier and NSW Interim Opposition Leader, NSW Minister for Customer Services, NSW Minister for Emergency Services, Minister for Local Government and Shadow Minister for Local Government, and local state member/s to:*
 - i. *call upon the NSW Government to fund the 12 months of this extra cost rather than requiring councils to find the funds at short notice when budgets have already been allocated;*
 - ii. *explain how this sudden increase will impact council services / the local community;*
 - iii. *highlight that councils were not warned of the increased cost until May 2019, despite the new laws being passed in November 2018;*
 - iv. *explain that the poor planning and implementation of the increase is inconsistent with the Government's commitment to work in partnership with the sector;*
 - v. *ask the Government to work with local governments to redesign the implementation of the scheme to ensure it is fairer for councils and communities into the future;*
 - vi. *Questioning the mechanism used to estimate and administer the self managed insurance scheme that covers the increased workers compensations claims that the majority of the increase is attributed to; and furthermore how future surpluses and deficits relating to the scheme will be reported and dealt with.*

6. INDUSTRY SUPPORT FUND S12.22.1/12

That:

- i) *Council contribute to upgrading the car park surface at the new dentist surgery at 82 Campbell Street, Inverell from bitumen to concrete; the estimated cost being \$58,000; and*
- ii) *The contribution be funded from the Industrial Promotion Vote.*

7. INVERELL GIRL GUIDES ASSOCIATION - REQUEST FOR ASSISTANCE S12.22.1/12

That additional information is sought in regards to the Inverell Girl Guides Association request for assistance and the matter be represented for Council's consideration.

8 DESTINATION REPORTS

1. BRIEFING – PLANNING MATTER (LISTING) DA-11/2019

39/19 RESOLVED (Watts/Baker) *that the matter be referred to closed Council for consideration as:*

- i) the report includes 'Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege' (Section 10A(2)(g) of the Local Government Act, 1993); and*
- ii) on balance the public interest in preserving the confidentiality of the information outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting.*

2. LOCAL GOVERNMENT REMUNERATION TRIBUNAL DETERMINATION S13.6.4/12

40/19 RESOLVED (Michael/Baker) *that an increase of 2.5% in fees for Mayors and Councillors be applied for the 2019/2020 financial year as recommended by the Local Government Remuneration Tribunal.*

3. INVERELL FRIENDS OF THE LIBRARY S3.6.5

41/19 RESOLVED (Baker/King) *that:*

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

<i>President:</i>	<i>Mrs Bev Parlevliet</i>
<i>Vice President:</i>	<i>Mrs Catherine Hunt</i>
<i>Secretary:</i>	<i>Ms Nancy Wilkins</i>
<i>Assistant Secretary:</i>	<i>Mrs Neroli O'Brien</i>
<i>Treasurer:</i>	<i>Mrs Jill Burtenshaw</i>
<i>Assistant Treasurer:</i>	<i>Mr Bruce Hunt</i>
<i>Publicity Officer:</i>	<i>Mrs Patty Provis</i>
<i>Archive Recorder:</i>	<i>Mrs Anna Moorse</i>

4. DA-26/2019 – NEW COLORBOND FENCE – 6375 GWYDIR HIGHWAY, INVERELL DA-26/2019

42/19 RESOLVED (Michael/Berryman) *that the information be noted and Development Application 26/2019 be approved subject to the following conditions of consent:*

- 1. Inverell Shire Council issues its consent, subject to conditions stated hereunder, in accordance with Section 80A of the Environmental Planning and Assessment Act 1979.*
Consent is granted for a colorbond fence within Lot 3 DP 1101540 at the front of the RSM Clay Target Club.
To confirm and clarify the terms of consent, the development must be carried out in accordance with the stamped and approved plan (and accompanying documentation, unless modified by any following condition. Any deviation will require the consent of Council.
- 2. The fence must be setback a minimum 1 metre from the front and eastern boundary of Lot 3 DP 1101540, with landscaping to be provided between the colorbond fence and the*

boundaries. This landscaping must take the form a hedge (or similar dense planting) with a minimum mature growth height of 4 metres.

Prior to installation of the fence, a landscaping plan must be submitted to and approved by Council nominating plant species, planting size, size at maturity and location.

3. Within 6 months of completion of the fence, all landscaping must be completed in accordance with the approved landscaping plan.
4. All landscaping is to be maintained in perpetuity in a reasonable manner, with replacement plantings undertaken in the event of any loss of plants.
5. Any other condition deemed appropriate by the Director Civil and Environmental Services.

S375A Record of Voting	
Councillors For:	Councillors Against:
Berryman	Baker
Harmon	Dight
King	
McCosker	
Michael	
Watts	

4. DRAFT RISK APPETITE STATEMENTS S4.11.21

43/19 RESOLVED (Watts/Berryman) that Council adopt the draft Risk Appetite Statements and refer them to the Audit, Risk and Improvement Committee for inclusion in the Enterprise Risk Management Framework.

5. MODEL CODE OF MEETING PRACTICE S4.12.1

44/19 RESOLVED (Berryman/Dight) that Council:

- i) Adopt the Draft Code (as amended),
- ii) Place the Draft Code on public exhibition of a period of not less than 28 days,
- iii) Invite public submissions on the Draft Code for a period not less than 42 days commencing from the date which the Draft Code was placed on public exhibition.

9 INFORMATION REPORTS

1. RENEW OUR LIBRARIES PUBLIC LIBRARY FUNDING CAMPAIGN S.3.6.1/13
2. STRATEGIC TASKS – ‘SIGN OFF’ – MAY 2019 S4.13.2
3. QUESTIONS WITHOUT NOTICE – APRIL 2019 S13.5.5/12
4. CHANGES TO CROWN LAND MANAGEMENT S4.13.2
5. STAFF MOVEMENTS: - 01 OCTOBER 2018 TO 31 DECEMBER 2018 S22.25.1
6. STAFF MOVEMENTS: - 01 JANUARY 2019 TO 31 MARCH 2019 S22.25.1
7. CONSTRUCTION CERTIFICATES APPROVED FOR APRIL 2019 S7.2.4/12
8. COMPLYING DEVELOPMENT CERTIFICATES APPROVED DURING APRIL 2019 S7.2.4/12
9. SUMMARY OF BUILDING CONSTRUCTION FOR APRIL 2019 S7.2.4/12

10. DEVELOPMENT CONSENTS AND REFUSALS DURING APRIL 2019 S18.10.2/12
11. VARIATION TO DEVELOPMENT STANDARDS APPROVED DURING APRIL 2019 S18.10.2/12
12. SEPTIC TANK APPROVALS FOR APRIL 2019 S29.19.1
13. ORDINANCE ACTIVITIES REPORT FOR APRIL 2019 S18.10.1
14. PROJECT UPDATE - YOUTH OPPORTUNITIES PROGRAM S15.8.92
15. PROJECT UPDATE – DROUGHT COMMUNITIES PROGRAMME S15.8.90

45/19 RESOLVED (Michael/Baker) that the items contained in the Information Reports to the Ordinary Meeting of Council held on Wednesday, 22 May, 2019, be received and noted.

10 GOVERNANCE REPORTS

Nil

11 QUESTIONS WITHOUT NOTICE

QWN/ORD 13/19 Precinct Meetings S2.17.7

Cr Dight

Cr Dight requested that Council consider holding meetings in outlying areas of the Shire before the end of this term of Council.

QWN/ORD 14/19 Additional Flights S30.16.4

Cr Dight

Cr Dight asked Council to advocate for additional flights between Inverell to Sydney and Brisbane.

12 CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)

At 4.16pm, the Chairperson noted that no members of the public or press were in attendance at the meeting therefore Council proceeded to consider the motion to close the meeting to the press and public.

CLOSED COUNCIL REPORTS

46/19 RESOLVED (Baker/Watts) that Council proceed into Closed Council to discuss the matters referred to it, for the reasons stated in the motions of referral.

Upon resuming Open Council at 4.24pm, the Chair verbally reported that the Council had met in Closed Council, with the Press and Public excluded, and had resolved to recommend to Council the following:

1. BRIEFING – PLANNING MATTER DA-11/2019

That the information be received and noted.

ADOPTION OF RECOMMENDATIONS

47/19 RESOLVED (Watts/Baker) that the recommendations of Closed Council be adopted.

The Meeting closed at 4.26 PM.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 26 June 2019.

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CHAIRPERSON

- 3 DISCLOSURE OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS**
- 4 BUSINESS ARISING FROM THE PREVIOUS MINUTES**
- 5 PUBLIC FORUM**
- 6 ADVOCACY REPORTS**

Nil

7 COMMITTEE REPORTS

7.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MINUTES - 29 MAY 2019

File Number: S4.11.21/02 / 19/19711

Author: Kristy Paton, Temporary Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 29 May, 2019.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

Receipt of Minutes:

RECOMMENDATION:

- i) *That the Minutes of the Audit Risk and Improvement Committee held on Wednesday, 29 May, 2019, be received and noted.*
- ii) *the following recommendation of the Audit Risk and Improvement Committee be considered by Council:*

7.1.1 Risk Appetite Statements

RECOMMENDATION:

That the Committee:

- 1. *Confirm the Risk Appetite Statements reflect the conclusions reached at the workshop,*
- 2. *Note Councils endorsement of the Risk Appetite Statements, and*
- 3. *Support the Statements inclusion in the Council's Risk Management Framework.*

The Committee found the Statements to reflect the conclusions of the workshop, and it was reported that there was no negative reaction at Council's Ordinary Meeting.

7.1.2 Final 2018 Audit Reports

RECOMMENDATION:

That the Conduct of the 2018 Audit Report and final management letter and management responses be received and noted.

The Committee discussed the good result compared to that of other councils, with Inverell Shire Council having comparatively low risk, but recognised there are still procedures that need to be reviewed in terms of a Contractor Manager plan and associated policy. The issue of Crown Lands transfer was raised, particularly the non-reconciliation of parcels handed over with that of the Land Bank Register. Although Crown lands are not a balance sheet item, it was identified as an item for future mention in audit planning.

7.1.3 Audit Engagement Plan 2019

RECOMMENDATION:

That the Committee Schedule a meeting for 16 October, 2019 to consider the Audit of the 2018-19 General Purpose Financial Statements.

The Committee discussed the time frame for delivery of documents being comparable to last year, with endorsement being sought from ARIC first before going to Council.

The Committee discussed issues arising from the interim audit exit meeting, namely:

- Internally constructed assets and the documentation around them;
- The absence of firm policy for use of purchase orders;
- The audit of credit card and cash handling procedures;
- The realignment of the Tingha boundary that will take effect from 1 July 2019, and
- The impact of new accounting standards.

7.1.4 Audit of the Risk Management Framework

RECOMMENDATION:

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Committee recommend to Council that the Crowe Horwath proposal be accepted for audit of the risk framework.

The Committee examined the benefits of engaging risk specialists over a financial services firm and considered that Crowe Horwath are in a better position to develop an effective internal audit program at a more competitive price.

7.1.5 WHS Management System Review

RECOMMENDATION:

That the Committee:

1. *To endorse the report as a comprehensive review of Inverell Shire Council's WHS Management System; and*
2. *Request regular reports regarding the implementation of the recommendations.*

The Committee congratulated Council on commissioning such a report and highlighted a direct cost/benefit link in addressing WH&S issues with reducing overall organisation risk. ARIC endorsed the corrective action plan and recognised the need for work in addressing gaps identified in the report.

7.1.6 Fringe Benefit Tax Audit

RECOMMENDATION:

That the Committee request it be provided with a report detailing a review of Council's procedures

and policy relating to Fringe Benefit Tax.

The Committee discussed current Fringe Benefit items being comparatively low with packaging restricted to mostly exempt benefits. An absence of existing policy on compliance, salary packaging, and minimalising liability was identified with the Committee recommending the development of an overarching policy. The proposed "Introduction to Fringe Benefit Tax Course" targeted at relevant finance staff to be run in conjunction with the audit was also endorsed.

7.1.7 Minutes from Previous Meeting

RECOMMENDATION:

7.1.8 ARIC 2019-20 Budget

RECOMMENDATION:

That the Committee recommend to Council that any surplus in the 18-19 audit program budget be revoted to 19-20 year to assist with progressing the internal audit program.

The Committee endorsed the budget of \$40 000 as reasonable given the state government's focus on internal audit. A \$6 000 shortfall on the requested amount was discussed with the original amount having been devised based on three audits per year. The Committee discussed a small surplus from the 2018-19 budget being made available to address this shortfall.

7.1.9 Code of Conduct for Committee Members

RECOMMENDATION:

That the Committee acknowledge the Inverell Shire Model Code of Conduct for Committee Members, Delegates of Council and Council Advisers.

The Committee endorsed the Code of Conduct as being non-contentious.

ATTACHMENTS:

- 1. Minutes of Audit Risk and Improvement Committee Meeting 29 May, 2019**

**MINUTES OF INVERELL SHIRE COUNCIL
AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL ON WEDNESDAY, 29 MAY 2019 AT 2PM**

1 ATTENDANCE

Phil Schwenke – Chair (Independent Member), Nicky Lavender (Independent Member), Cr Kate Dight (Committee Member).

Also in attendance: Scott Norman (Director Corporate and Economic Services), Paul Pay (Manager Financial Services), Dana Vickers (Corporate Support Officer – Governance);

Fiona Adams (Manager Integrated Planning and Reporting) and Alex Rainger (Risk Coordinator) attended for Item 7.2, WHS Management System Review; and

Paul Cornall (Forsyths) and Chris Harper (NSW Audit Office) attended by teleconference for Item 6, External Accountability Reports.

2 APOLOGIES

Paul Henry (General Manager).

2.1 NOTICES OF DISCLOSURES

Nil

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Minutes of the Audit Risk and Improvement Committee Meeting held on 17 October, 2018, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

4 BUSINESS ARISING FROM PREVIOUS MINUTES

The Committee raised the issue and reviewed the risk associated with IT Super Users. Several options for reducing risk were examined:

- It was noted that most councils have difficulty in achieving super user auditing and while knowledge was being shared no workable, totally effective solution has been yet identified.
- Certain people who had Super User access did not need it and it has been removed.
- If universal auditing is enabled it will unreasonably compromise performance. It is unable to be selectively turned off or on for particular users or functions. Universal auditing captures the relevant data but the systems have no reporting functions and customised reports would have to be created.
- All component modules do have robust auditing so any action can be traced to a particular User.
- Manual user control systems were considered however these would only record legitimate changes and there would be no mechanism to catch malicious transactions.
- The Use of Citrix to control desk tops on the network does help address the issue in that access to the enterprise systems can't be gained without a Citrix logon and these are tightly controlled.

- These procedures and approaches to mitigating the risks still require to be documented into a policy.

5 RISK MANAGEMENT FRAMEWORK & CONTROLS REPORTS

5.1 RISK APPETITE STATEMENTS

SUMMARY:

Council has endorsed the draft Risk Appetite Statements developed after the February 2019 Enterprise Risk Management Workshop. The Committee was asked to review the Statements with a mind to include them in Council's Risk Management Framework.

The Committee found the Statements to reflect the conclusions of the workshop, and it was reported that there was support for the statements at Council's Ordinary Meeting.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender

Seconded: Cr Kate Dight

That the Committee:

1. Confirm the Risk Appetite Statements reflect the conclusions reached at the workshop,
2. Note Council's endorsement of the Risk Appetite Statements, and
3. Support the Statements inclusion in the Council's Risk Management Framework.

CARRIED

6 EXTERNAL ACCOUNTABILITY REPORTS

6.1 FINAL 2018 AUDIT REPORTS

SUMMARY:

The NSW Audit Office has issued an unmodified audit opinion in regard to financial statements of Inverell Shire Council for the year ended 30 June, 2018. No significant audit issues or observations were identified. The Final Audit Management Letter for year ending 30 June, 2018 was presented for the Committee's consideration.

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Conduct of the 2018 Audit Report and final management letter and management responses be received and noted.

CARRIED

The Committee discussed the good result compared to that of other councils in the region, with Inverell Shire Council having comparatively low risk. It was recognised there are still procedures that need to be reviewed in terms of a Contractor Management plan and associated policy. The issue of Crown Lands transfer was raised, particularly the non-reconciliation of parcels handed

over with that of the Land Bank Register. Although Crown lands are not a balance sheet item, it was identified as an item for future mention in audit planning.

6.2 AUDIT ENGAGEMENT PLAN 2019

SUMMARY:

The Audit Office NSW has provided the Audit Engagement Plan for the 2019 external Audit. The Committee noted 16 October 2019 as the scheduled date for the ARIC meeting at which the Engagement Closing Report will be presented.

The Committee discussed the time frame for delivery of documents being comparable to last year, with endorsement being sought from ARIC first before going to Council.

The Committee discussed issues arising from the interim audit exit meeting, namely

- internally constructed assets and the documentation around them,
- the absence of firm policy for use of purchase orders,
- The audit of credit card and cash handling procedures,
- The realignment of the Tingha boundary that will take effect from 1 July 2019, and the impact of new accounting standards.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender

Seconded: Cr Kate Dight

That the Committee Schedule a meeting of the Audit Risk & Improvement Committee for 16 October 2019 to consider the Audit of the 2018-19 General Purpose Financial Statements.

CARRIED

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7 INTERNAL AUDIT PROGRAM REPORTS

7.1 AUDIT OF OF THE RISK MANAGEMENT FRAMEWORK

SUMMARY:

This report presented two proposals to deliver the internal audit of the ISC Risk Framework.

The Committee examined the benefits of engaging risk specialists over a financial services firm and considered that that Crowe Horwath are in a better position to develop an effective internal audit program at a more competitive price.

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Committee recommend to Council that the Crowe Horwath proposal be accepted for audit of the risk framework.

.CARRIED

7.2 WHS MANAGEMENT SYSTEM REVIEW

SUMMARY:

StateCover conducted a review of Inverell Shire Council's WHS Management System (WHSMS); the Committee reviewed the report and noted the corrective actions.

The Committee congratulated Council on commissioning such a report and highlighted a direct cost/benefit link in addressing WH&S issues with reducing overall organisation risk. ARIC endorsed the corrective action plan and recognised the need for work in addressing gaps identified in the report.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender

Seconded: Cr Kate Dight

That the Committee:

1. Endorse the report as a comprehensive review Inverell Shire Council's WHS Management System; and
2. Request regular reports regarding the implementation of the recommendations.

CARRIED

7.3 FRINGE BENEFIT TAX AUDIT

SUMMARY:

It is intended to conduct a review of Council's procedures relating to Fringe Benefit Tax and provide the observations and the recommendations to the ARIC.

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Committee request it be provided with a report detailing a review of Council's procedures and policy relating to Fringe Benefit Tax.

CARRIED

The Committee discussed current Fringe Benefit items being comparatively low with packaging restricted to mostly exempt benefits. An absence of existing policy on compliance, salary packaging, and minimising liability was identified with the Committee recommending the development of an overarching policy. The proposed "Introduction to Fringe Benefit Tax Course" targeted at relevant finance staff to be run in conjunction with the audit was also endorsed.

8 GENERAL BUSINESS REPORTS

8.1 ARIC 2019-20 BUDGET

SUMMARY:

The draft 2019-20 Operational Plan contains a total proposed budget for ARIC operations of \$40K. To supplement this it was suggested that the Committee recommend that any surplus in the 18-19 audit program budget be revoted to 19-20 year to assist with progressing the internal audit program.

The Committee endorsed the budget of \$40K as reasonable given the state government's focus on internal audit. A \$6K shortfall on the requested amount was discussed with the original amount having been devised based on three audits per year. The Committee discussed a small surplus from the 2018-19 budget being made available to address this shortfall.

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Committee recommend to Council that any surplus in the 18-19 audit program budget be revoted to 19-20 year to assist with progressing the internal audit program.

CARRIED

8.3 CREDIT CARD USE CRACKDOWN

SUMMARY:

Last November the previous Minister for Local Government announced a crackdown on the use of credit cards. This followed an incident at Hay Shire Council. The report was provided for the Committee's information.

The Committee discussed the related incident at Hay Shire Council and raised the questions of any previous credit card issues occurring at Council. It was put forward that a good culture exists. Credit card use has been reviewed by the Manager Financial Services over an extended period with their use being mostly for IT purchases and HECs payments. Council credit cards are unable to withdraw cash.

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender

That the Committee note the report, and be provided with a copy of the draft financial policy, with terms and conditions for credit card use, at the next ARIC meeting.

CARRIED

8.4 CODE OF CONDUCT FOR COMMITTEE MEMBERS

SUMMARY:

Council has adopted a new Code of Conduct based on the revised Model Codes of Conduct and Procedures issued by the Office of Local Government. The Committee is asked to acknowledge this new Code of Conduct.

The Committee endorsed the Code of Conduct as being non-contentious.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender

Seconded: Cr Kate Dight

That the Committee acknowledge the Inverell Shire Model Code of Conduct for Committee Members, Delegates of Council and Council Advisers.

CARRIED

9 OTHER BUSINESS

Cash Handling

The Committee discussed the cash handling procedures.

Rising Workers Compensation costs

The Committee raised the issue of rising workers compensation expenses and their impact on Council. A synopsis of the arrangements with the Statecover Mutual was provided along with Council's Return to work case review procedure.

2017-18 Audit Report

The ARIC discussed process of reviewing the 2017-18 Financial Statements and the tight timeframes involved. It was acknowledged that 2018-19 Statements process would have similar tight time frames and the changes in procedure were being driven by the NSW Audit Office.

10 NEXT MEETING

It was agreed that an ARIC meeting will be held on 16 October 2019 to review the Financial Statements.

The Meeting closed at 3:43.

The minutes of this meeting were confirmed at the Audit Risk and Improvement Committee held on 22 August 2019.

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CHAIRPERSON

7.2 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 12 JUNE 2019

File Number: S4.11.16/11 / 19/21034

Author: Kristy Paton, Temporary Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 12 June, 2019.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

Receipt of Minutes:**RECOMMENDATION:**

That the Minutes of the Civil and Environmental Services Committee held on Wednesday, 12 June, 2019, be received and noted.

7.2.1 Purchase of Variable Message Sign Boards**RECOMMENDATION:**

That the Committee recommend to Council that two (2) Variable Message Sign boards be purchased with funding sourced from Council's Internally Restricted Plant Replacement Reserve.

7.2.2 Lake Inverell Off Road Recreation Circuit**RECOMMENDATION:**

That the Committee recommend to Council that the information provided regarding the proposed interim opening of the Off Road Recreational Circuit be noted and endorsed.

7.2.3 Infill Development**RECOMMENDATION:**

That the Committee recommend to Council that:

- 1. The information regarding infill development in the township of Inverell be received and noted;*
- 2. Further information be provided to the committee regarding state government planning reforms, in particular local character overlays as the matters progress; and*
- 3. Given limited strategic justification, Council not seek to progress any changes in regards to planning controls for infill development at this point in time.*

7.2.4 Assessment and Funding associated with the Provision of Bus Stops and Shelters

RECOMMENDATION:

That the Committee recommend to Council that:

1. *The information regarding assessment and funding associated with the provision of bus stops and shelters be noted by the Committee; and*
2. *The actions relating to the bus shelter request for the McLean Care Complex be endorsed.*

7.2.5 Works Update**RECOMMENDATION:**

Moved: Cr Stewart Berryman

Seconded: Cr Paul Harmon

That the information be received and noted.

CARRIED

7.2.6 Governance - Performance Reporting on road Maintenance Council Contracts**RECOMMENDATION:**

Moved: Cr Mal Peters

Seconded: Cr Stewart Berryman

That the information reports be received and noted.

CARRIED

ATTACHMENTS:

1. **Minutes of Civil and Environmental Services Committee Meeting 12 June, 2019**

**MINUTES OF INVERELL SHIRE COUNCIL
CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL ON WEDNESDAY, 12 JUNE 2019 AT 9.00 AM**

PRESENT: Cr Paul Harmon (Mayor), Cr Mal Peters, Cr Stewart Berryman, Cr Di Baker, Cr Neil McCosker

IN ATTENDANCE: Paul Henry (General Manager), Brett McInnes (Director Civil & Environmental Services), Scott Norman (Director Corporate & Economic Services)

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Stewart Berryman

Seconded: Cr Neil McCosker

That the Minutes of the Civil and Environmental Services Committee Meeting held on 8 May, 2019, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

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

Cr Harmon declared a pecuniary interest in Item 4.4 Bus Stops and Shelters as he is the Company Manager for Inverell Bus Service that provides the town service.

PUBLIC FORUM

Nil

ADVOCACY REPORTS

Cr Harmon	<p>Cr Harmon attended the recent meeting of Country Mayors Association of NSW.</p> <p>Cr Harmon met with Adam Marshall MP and Mr Elliot for an update in regards the new Inverell Police Station. Construction is planned to commence before the end of year.</p> <p>Cr Harmon met with Brad Hazard MP Minister for Health and Medical Research prior to the tour of inspection of the Inverell Hospital Redevelopment Project.</p>
Cr Baker	<p><u>Equestrian Centre</u></p> <p>Cr Baker attended the opening of the Equestrian Centre Stables and commented that the rainy day demonstrated that they were much needed.</p>

4 DESTINATION REPORTS

4.1 PURCHASE OF VARIABLE MESSAGE SIGN BOARDS

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Stewart Berryman

That the Committee recommend to Council that two (2) Variable Message Sign boards be purchased with funding sourced from Council's Internally Restricted Plant Replacement Reserve.

CARRIED

4.2 LAKE INVERELL OFF ROAD RECREATION CIRCUIT

COMMITTEE RESOLUTION

Moved: Cr Stewart Berryman

Seconded: Cr Paul Harmon

That the Committee recommend to Council that the information provided regarding the proposed interim opening of the Off Road Recreational Circuit be noted and endorsed.

CARRIED

4.3 INFILL DEVELOPMENT

COMMITTEE RESOLUTION

Moved: Cr Mal Peters

Seconded: Cr Stewart Berryman

That the Committee recommend to Council that:

- 1. The information regarding infill development in the township of Inverell be received and noted;*
- 2. Further information be provided to the committee regarding state government planning reforms, in particular local character overlays as the matters progress; and*
- 3. Given limited strategic justification, Council not seek to progress any changes in regards to planning controls for infill development at this point in time.*

CARRIED

At 9:43 am, Cr Paul Harmon left the meeting having previously declared a pecuniary interest in item 4.4.

4.4 ASSESSMENT AND FUNDING ASSOCIATED WITH THE PROVISION OF BUS STOPS AND SHELTERS

COMMITTEE RESOLUTION

Moved: Cr Stewart Berryman

Seconded: Cr Neil McCosker

That the Committee recommend to Council that:

- 1. The information regarding assessment and funding associated with the provision of bus stops and shelters be noted by the Committee; and*
- 2. The actions relating to the bus shelter request for the McLean Care Complex be endorsed.*

CARRIED

At 9:45 am, Cr Paul Harmon returned to the meeting.

5 INFORMATION REPORTS

5.1 WORKS UPDATE

Moved: Cr Stewart Berryman

Seconded: Cr Paul Harmon

That the information be received and noted.

CARRIED

6 GOVERNANCE REPORTS

6.1 GOVERNANCE - PERFORMANCE REPORTING ON ROAD MAINTENANCE COUNCIL CONTRACTS

Moved: Cr Mal Peters

Seconded: Cr Stewart Berryman

That the information reports be received and noted.

CARRIED

QUESTIONS WITHOUT NOTICE

Cr Peters had been approached by Ashford Residents seeking materials to fix the Cemetery fence. The Director Civil & Environmental Services requested they be directed to him and he would organise it.

Cr McCosker sought an update on the planned Tingha Roundabout. The Director Civil & Environmental Services replied that a concept design had been approved and funding is now being sought from State Government.

Cr McCosker asked if there is any planned works at the Mansfield St intersection on the Gwydir Highway. The Director Civil & Environmental Services replied that Council had approved concept designs however RMS has stated that it was not high on their priority list and therefore Council would need to fund it and at this stage the Tingha roundabout has priority.

At 10:12 am, Cr Di Baker left the meeting having declared a non-pecuniary interest in the Inverell Police Station discussion item as she is a member of the Joint Regional Planning Panel (JRPP).

Mr Paul Henry briefed the Committee on the construction of the new Inverell Police Station. It was noted that planning approval will be determined by the Joint Regional Planning Panel (JRPP).

The Project Manager is currently seeking temporary accommodation for the Police Force and Council has been asked if it has any suitable facilities available. Mr Henry sought the Committee's endorsement to offer the ex RTA building at market rent. There was general consensus to explore the possibility.

At 10:15 am, Cr Di Baker returned to the meeting.

Cr Baker enquired about progress on the Boardwalk at Lake Inverell. The Director Civil & Environmental Services replied that geotech testing has been completed and Council is now waiting for a concept design from LGSS. It is hoped to commence ground works in the next couple of weeks.

Cr Harmon asked what approvals would be needed for the removal of silt from Lake Inverell as he would like to be in a position to seek funding for the project while the water level is low. The Director Civil & Environmental Services undertook to seek an answer.

The Meeting closed at 10.25 am.

The minutes of this meeting were confirmed at the Civil and Environmental Services Committee held on 10 July 2019.

.....
CHAIRPERSON

7.3 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 12 JUNE 2019**File Number:** S4.11.17/11 / 19/21048**Author:** Kristy Paton, Temporary Corporate Support Officer - Publishing**SUMMARY:**

Meeting held on Wednesday, 12 June, 2019.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

Receipt of Minutes:**RECOMMENDATION:**

That the Minutes of the Economic and Community Sustainability Committee held on Wednesday, 12 June, 2019, be received and noted.

7.3.1 Notice of Business - Cultural Vote**RECOMMENDATION:**

That the Committee recommend to Council that a review of cultural activities funded from the cultural vote be undertaken to ensure that the Cultural Vote be retained at \$152K (budget allocation prior to decision to join Arts North West).

LOST**7.3.2 Expression of Interest to Licence Land - Delvyn Drive, Inverell****RECOMMENDATION:**

That the Committee Recommend to Council that:

- (i) Council enter into a Licence Agreement with Mr Darren Keyte Lot 1, Part Lot 2 DP 1135514, Delvyn Drive, Inverell for a five (5) year period with a further five (5) year option;*
- (ii) the Licence fee be \$1560 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.*

7.3.3 Donation Request - Inverell Anglers Association**RECOMMENDATION:**

That further information be sought as to the intended purpose of the donation.

7.3.4 Expiring Licence Agreement - Forestry Commission of NSW**RECOMMENDATION:**

That the Committee recommends to Council that:

- i) Council renew the agreement with the Forestry Commission of NSW for Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood;*
- ii) The licence agreement be for a five (5) year period with a five (5) year option;*
- iii) The Licence fee be \$1271.99 amount 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.*

7.3.5 Letter of Appreciation - Delungra Memorial Bowling & Recreation Club**RECOMMENDATION:**

That the Information Report is received and noted.

7.3.6 Governance - Monthly Investment Report**RECOMMENDATION:**

That the Committee recommend to Council 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.*

7.3.7 Budget and Operational Plan Review 2018/2019**RECOMMENDATION:**

That the Committee recommend to Council that the proposed variations to budget votes for the 2018/2019 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2019 from operations of \$5,427.

ATTACHMENTS:

- 1. Minutes of Economic and Community Sustainability Committee Meeting 12 June, 2019**

**MINUTES OF INVERELL SHIRE COUNCIL
ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON WEDNESDAY, 12 JUNE 2019 AT 10.45 AM**

PRESENT: Cr Paul Harmon (Mayor) Cr Paul King, and Cr Anthony Michael (Deputy Mayor)

IN ATTENDANCE: Paul Henry (General Manager), Brett McInnes (Director Civil & Environmental Services) and Scott Norman (Director Corporate & Economic Services)

1 APOLOGIES

APOLOGY

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

That the apologies received from Crs Dight and Watts for personal reasons be accepted and leave of absence granted.

CARRIED

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King OAM

That the Minutes of the Economic and Community Sustainability Committee Meeting held on 8 May 2019, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

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

Nil

4 ADVOCACY REPORTS

4.1 NOTICE OF BUSINESS - CULTURAL VOTE

MOTION

Moved: Cr Anthony Michael

Seconded: Cr Paul Harmon

That the Committee recommend to Council that a review of cultural activities funded from the cultural vote be undertaken to ensure that the Cultural Vote be retained at \$152K (budget allocation prior to decision to join Arts North West).

LOST

Cr King	<u>Cr King attended the following events</u> Blaze Aid Breakfast where the Rapid Response Team donated \$100,000 worth of fencing material. The opening of the Equestrian Centre Stables. The Elsmore Hall Family Fun Day and opening of the new playground. A tour of inspection of the Inverell Hospital redevelopment and met Mr Brad Hazzard MP Minister of Health and Medical Research. The 181th Anniversary of the Myall Creek Massacre. The tour of inspection of the Stage 1 redevelopment of the Inverell Sale Yards.
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5 DESTINATION REPORTS

5.1 EXPRESSION OF INTEREST TO LICENCE LAND - DELVYN DRIVE, INVERELL

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King OAM

That the Committee Recommend to Council that:

- (i) *Council enter into a Licence Agreement with Mr Darren Keyte Lot 1, Part Lot 2 DP 1135514, Delvyn Drive, Inverell for a five (5) year period with a further five (5) year option;*
- (ii) *the Licence fee be \$1560 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.*

CARRIED

5.2 DONATION REQUEST - INVERELL ANGLERS ASSOCIATION

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul Harmon

That further information be sought as to the intended purpose of the donation.

CARRIED

5.3 EXPIRING LICENCE AGREEMENT - FORESTRY COMMISSION OF NSW

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

That the Committee recommends to Council that:

- i) Council renew the agreement with the Forestry Commission of NSW for Mandoe Radio Site, Lot 22 DP 721168, Mount Hallam Road, Atholwood;*
- ii) The licence agreement be for a five (5) year period with a five (5) year option;*
- iii) The Licence fee be \$1271.99 amount 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.*

CARRIED

5.4 INVERELL GIRL GUIDES ASSOCIATION - ADDITIONAL INFORMATION

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

That the matter be referred to Closed Council for consideration as the matters and information is that the discussion is in relation to the personal hardship of a resident or ratepayer and on balance the public interest in preserving the confidentiality of the information outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting; and all reports and correspondence relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act, 1993.

CARRIED

5.5 LAND SALE

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King OAM

That the matter be referred to Closed Council for consideration as the matters and information is that the information that would, if disclosed, confer a commercial advantage on a competitor of the council and on balance the public interest in preserving the confidentiality of the information outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting; and all reports and correspondence relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the Local Government Act, 1993.

CARRIED

6 INFORMATION REPORTS

6.1 LETTER OF APPRECIATION - DELUNGRA MEMORIAL BOWLING & RECREATION CLUB

COMMITTEE RESOLUTION

Moved: Cr Paul King OAM

Seconded: Cr Anthony Michael

That the Information Report is received and noted.

CARRIED

7 GOVERNANCE REPORTS

7.1 GOVERNANCE - MONTHLY INVESTMENT REPORT

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

That the Committee recommend to Council 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.*

CARRIED

7.2 BUDGET AND OPERATIONAL PLAN REVIEW 2018/2019

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

That the Committee recommend to Council that the proposed variations to budget votes for the 2018/2019 Financial Year be adopted providing an estimated Cash Surplus at 30 June, 2019 from operations of \$5,427.

CARRIED

7 CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)

At 11.48am, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Meeting should not be considered in Closed Committee. There was no response.

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael
Seconded: Cr Paul King

That the Committee proceeds into Closed Committee to discuss the matters referred to it, for the reasons stated in the motions of referral.

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael
Seconded: Cr Paul King

That the Committee proceeds out of Closed Committee into Open Council.

CARRIED

Upon resuming Open Committee at 11.54am, the Chairperson verbally reported that the Committee had met in Closed Committee, with the Press and Public excluded, and had resolved to recommend to Council the following:

CARRIED

8.1 INVERELL GIRL GUIDES ASSOCIATION - ADDITIONAL INFORMATION

That the Committee recommend to Council that:

- i) Council make a 'one off' donation of \$1,400 to the Inverell Girl Guides to assist with paying outstanding rates and charges;*
- ii) The Inverell Girl Guides be asked to pay the Balance of the outstanding rates and charges;*
- iii) The MacIntyre Lions offer of assistance for hall maintenance, book keeping and donation towards rates and charges and ongoing operating costs.*

8.2 LAND SALE

That the Committee authorise the General Manager to submit a tender for the land at the amount agreed to in closed meeting.

ADOPTION OF RECOMMENDATIONS

Moved: Cr Anthony Michael
Seconded: Cr Paul King OAM

That the recommendations of Closed Committee be adopted.

The Meeting closed at 11.55am.

The minutes of this meeting were confirmed at the Economic and Community Sustainability Committee held on 10 July 2019.

.....
CHAIRPERSON

8 DESTINATION REPORTS**8.1 INVERELL TENNIS CLUB - ANNUAL GENERAL MEETING (AGM)****File Number:** S26.4.17 / 19/19739**Author:** Paul Henry, General Manager**SUMMARY:**

Advice has been received from the Inverell Tennis Club informing Council of the new Executives elected at their Annual General Meeting. Council is requested to note the Executives elected to the respective positions on the Committee and appoint the nominated persons to the Section 355 Committee of Council responsible for the reserve on which the tennis courts are located.

RECOMMENDATION:

That the office bearers elected to the Executive positions in the Inverell Tennis Club be noted and the three (3) nominated persons, Matthew Butler, Jean Bell & June Baxter-Turner be formally appointed as members of the Section 355 Committee of Council responsible for the management of the reserve on which the tennis courts are located.

COMMENTARY:

The Inverell Tennis Club recently held their Annual General Meeting. As a result of the meeting the following office bearers were elected to the Executive positions on the Committee:

- President Matthew Butler
- Secretary Jean Bell
- Treasurer June Baxter-Turner

Three (3) members of the Inverell Tennis Club (Matthew Butler, Jean Bell and June Baxter-Turner) have been nominated to form the Section 355 Committee of Council which is responsible for the reserve on which the tennis courts are located. These persons are to be formally appointed by resolution of Council to the Section 355 Committee.

ATTACHMENTS:**Nil**

8.2 COUNCIL PROPERTY - CAMPBELL STREET AND OTHO STREET, INVERELL**File Number:** S7.2.13 / 19/20494**Author:** Paul Henry, General Manager**SUMMARY:**

An approach has been made to utilise Council land. Council is being asked to consider a confidential report in respect of the matter.

RECOMMENDATION:

That the matter be referred to Closed Council for consideration as the matters and information are:

- c information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

On balance the public interest in preserving the confidentiality of the information outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting; and all reports and correspondence relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act, 1993*.

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.

It is recommended that, pursuant to Section 10A(2) of the *Local Government Act 1993* the matter be referred to Closed Committee for consideration as the matters and information are:

- c information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

On balance the public interest in preserving the confidentiality of the information outweighs the public interest in openness and transparency in Council decision-making by discussing the matter in open meeting; and all reports and correspondence relevant to the subject business be withheld from access to the media and public as required by section 11(2) of the *Local Government Act, 1993*.

8.3 ACQUISITION OF LAND**File Number:** S5.2.1/19 / 19/20606**Author:** Paul Henry, General Manager**SUMMARY:**

Council has negotiated the purchase of 101 Burtenshaw Road. Council is being asked to note the details of the purchase.

RECOMMENDATION:

- a) That the purchase of 101 Burtenshaw Road be noted, and
- b) The land be categorised as 'operational land'.

COMMENTARY:

At the December 2018 Ordinary Meeting of Council, Council provided authority for the Mayor and General Manager to negotiate the purchase of 101 Burtenshaw Road, Inverell.

Negotiations with the vendor's agent resulted in agreement on vacant possession of 101 Burtenshaw Road on terms and conditions suitable to Council, including transfer of adjacent Road Enclosure Permits, for the purchase agreed of \$270K as agreed by Council. A Contract of Sale was subsequently entered into. Settlement on the property occurred on 8 April, 2019.

RISK ASSESSMENT:

Nil.

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:**LEGAL IMPLICATIONS:**

Nil

ATTACHMENTS:

Nil

9 INFORMATION REPORTS

9.1 ORDINANCE ACTIVITIES REPORT FOR MAY 2019

File Number: S18.10.1 / 19/16240

Author: Elaine Kenny, Administration Officer

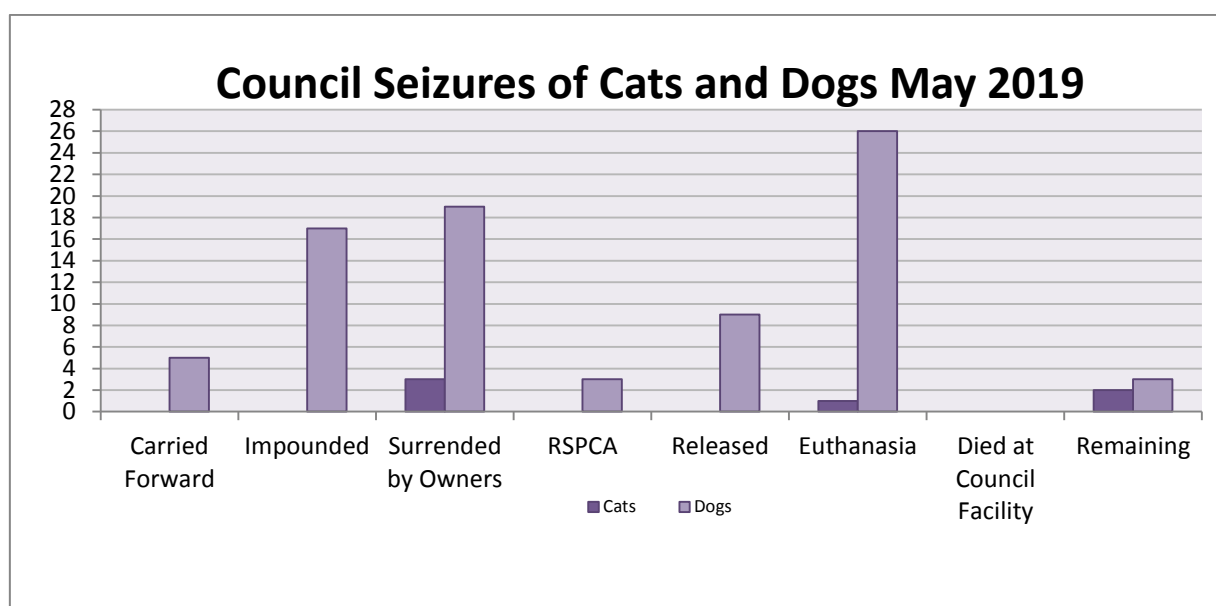
SUMMARY:

The following details the number of various Ordinance activities carried out during May 2019, in comparison to the same month in 2018.

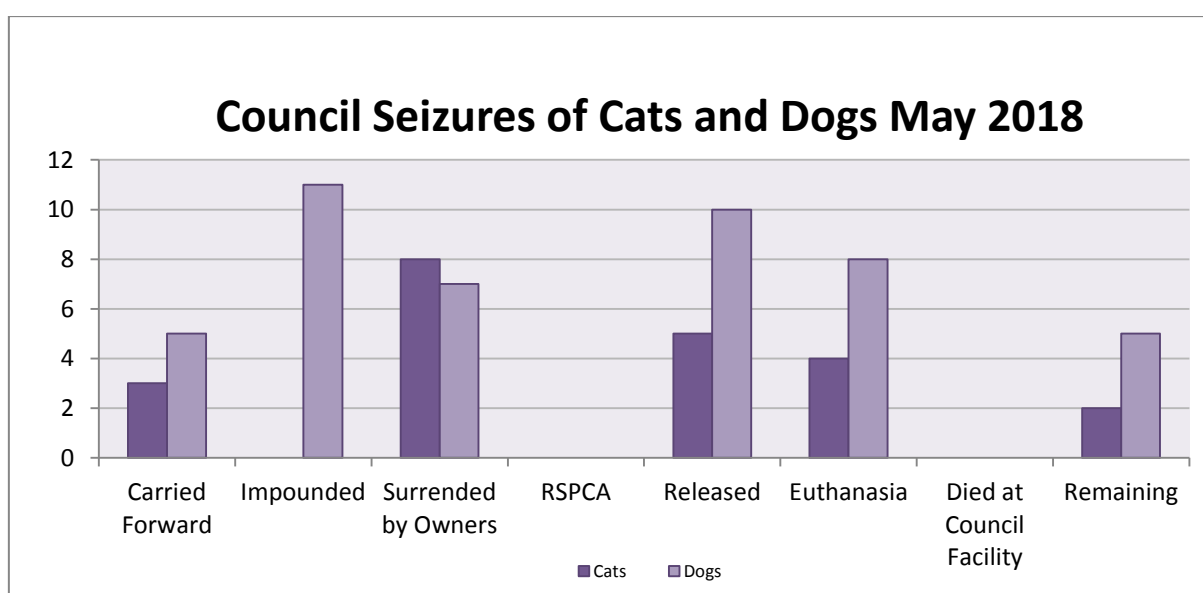
INFORMATION:

COMPLIANCE

Inverell Shire Council Pound Monthly Report May 2019



Inverell Shire Council Pound Monthly Report May 2018



ATTACHMENTS:

Nil

9.2 SEPTIC TANK APPROVALS FOR MAY 2019**File Number:** S29.19.1 / 19/16243**Author:** Elaine Kenny, Administration Officer**SUMMARY:**

The following details the Septic Tank approvals for May 2019.

INFORMATION:

<u>Septic Application Number</u>	<u>Applicant</u>	<u>Property</u>
S-8/2019	Mr Barry Michael Rohr	40 Goonoowigall Road, INVERELL

ATTACHMENTS:**Nil**

9.3 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES DURING MAY 2019
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File Number: S18.10.2/12 / 19/16488

Author: Elaine Kenny, Administration Officer

SUMMARY:

This report is intended to keep Council updated on the Development Applications, Construction Certificates and Complying Development Certificates determined during the month of May 2019.

DEVELOPMENT APPROVALS, REFUSALS AND VARIATIONS DURING MAY 2019

Development Approvals

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-98/2018	Inverell Shire Council	262 Campbells Road, BONSHAW	Construction of Waste Transfer Station	393,838
DA-99/2018	Inverell Shire Council	123 Haywood Road, DELUNGRA	Construction of Waste Transfer Station	406,488
DA-23/2019	Ms Rebecca Kostas	63 Granville Street, INVERELL	Demolition, Construction of Dwelling, Construction of Dual Occupancy (Attached) and Subdivision	498,000
DA-26/2019	Inverell Shire Council	6375 Gwydir Highway, INVERELL	New Colorbond Fence	10,000
DA-33/2019	Mr Hugh David Wilkinson	69 George Street, INVERELL	New Shed	20,000
DA-34/2019	Spanline Tamworth	32 Lewin Street, INVERELL	Awning over existing patio	38,835
DA-36/2019	JR & JG Dezius Pty Ltd	665 Copeton Dam Road, GUM FLAT	Additions to dwelling	121,000
DA-37/2019	Mr John David Williams	93-103 Moore Street, INVERELL	Sapphire City Caravan Park - 9 Additional Short Term Sites	Nil
DA-39/2019	Mr Mark Patrick Anthony Hargreaves, Mrs Susan	16/47 Mulligan Street, INVERELL	New Dwelling	220,000

	Hope Cuthbertson and Mr Lachlan John Hall			
DA-40/2019	Mr Mark Patrick Anthony Hargreaves, Mrs Susan Hope Cuthbertson and Mr Lachlan John Hall	17/47 Mulligan Street, INVERELL	New Dwelling	240,000
Monthly estimated value of Approvals: May 2019			10	1,948,161

Development Amendments

Nil

Development Refusals

Nil

Variation to Development Standards Approved

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 May 2019.

INFORMATION:

Nil

CONSTRUCTION CERTIFICATES APPROVED AND AMENDED DURING MAY 2019**Construction Certificates approved by Council**

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-129/2018	Local Government Engineering Services	150 Glen Innes Road, INVERELL	Demolish Dwelling Construct Dual Occupancy (Attached) Subdivide Dual Occupancy (Attached)	630,000
CC-23/2019	Mr Luke Charles Holder	365 Fernhill Road, INVERELL	Construct new dwelling	320,000
CC-24/2019	Ms Amber-Joy Case	39 Bolands Lane, INVERELL	Install in-ground pool	38,500

CC-26/2019	Mr Hugh David Wilkinson	69 George Street, INVERELL	New Shed	20,000
CC-27/2019	Spanline Tamworth	32 Lewin Street, INVERELL	Awning over existing Patio	38,835
CC-30/2019	Mr Mark Patrick Anthony Hargreaves, Mrs Susan Hope Cuthbertson, Mr Lachlan John Hall	16/47 Mulligan Street, INVERELL	New Dwelling	220,000
Monthly estimated value of Approvals: May 2019			6	1,267,335

Amended Construction Certificates approved by Council

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-136/2015/A	Mr Neil Morris Eigeland	Oakland Lane, INVERELL	Seven (7) Lot Subdivision of Proposed Lot 7 in DA-52/2009	Nil
Monthly estimated value of Approvals: May 2019			1	Nil

Construction Certificates approved by Private Certifier

Nil

Amended Construction Certificates approved by Private Certifier

Nil

COMPLYING DEVELOPMENT CERTIFICATES APPROVED AND AMENDED DURING MAY 2019**Complying Development Certificates Approved by Council**

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-15/2019	Mr David Schneider and Mrs Marilyn Joy Schneider	103 Fernhill Road, INVERELL	Construct Shed	30,000
CD-16/2019	Mr Malcolm	9 Talbragar Close,	New Shed	9,000

	John Buchan	INVERELL		
CD-17/2019	Mr Peter Douglass Thomas	95 Runnymede Drive, INVERELL	Shed	7,500
CD-18/2019	Mr Michael John Vickers	8 Rosslyn Street, INVERELL	Construct Carport	6,500
Monthly estimated value of Approvals: May 2019			4	53,000

Amended Complying Development Certificates approved by Council

Nil

Complying Development Certificates approved by Private Certifier

Nil

Amended Complying Development Certificates approved by Private Certifier

Nil

TOTAL BUILDING CONSTRUCTION FOR INVERELL SHIRE DURING MAY 2019:

<u>Type of Consent</u>	<u>Number</u>	<u>\$ Amount</u>
Construction Certificates – Council Approved	6	1,267,335
Construction Certificates – Private Certifier	0	Nil
Complying Development – Council Approved	4	53,000
Complying Development – Private Certifier	0	Nil
Totals	10	1,320,335

Estimated Value of Approvals issued in the financial ytd in: **2018/2019** **(140)** **\$16,287,384**
2017/2018 **(151)** **\$19,700,899**

ATTACHMENTS:

Nil

9.4 INVERELL TENNIS CLUB - LETTER OF APPRECIATION

File Number: S6.8.9 / 19/19367

Author: Paul Henry, General Manager

Council is in receipt of a letter of appreciation from the Inverell Tennis Club. The correspondence is tabled for Council to note.

COMMENTARY:

The Inverell Tennis Club recently hosted the Primary School Sports Association Tennis Tournament.

Cr Harmon was present to welcome players, teachers, coaches, families and friends to Inverell.

A letter of appreciation has been received and is **attached** for the information of Council.

ATTACHMENTS:

1. Letter of Appreciation - Inverell Tennis Club (PSSA Tennis)

Inverell Tennis club Inc.

Address: Crn Mansfield St & Evans Street Inverell NSW 2360

Ph: (02) 6722 4117

Email: secretary@inverelltennisclub.org.au

President: Matthew Butler

Secretary: Jean Bell

Treasurer: June Baxter-Turner



The Mayor, Inverell Shire
Mr Paul Harmon
10/6/9

Dear Paul,

On behalf of the Inverell Tennis Club, thank you for making the time to attend the PSSA (Primary School Sports Association-Tennis) and addressing, welcoming and congratulating the players, teachers, coaches as well as their family and friends during the days they were present in the Sapphire City. Your presence was very appreciated by the Club.

Thank you also for supporting the wonderful volunteers within our club. They enabled our town to be able to host such a wonderful tournament. Over the days of the Tournament, with the players with their families and schools coming from across both cities and country towns throughout NSW, and representing both state and independent schools, they would have not only brought appreciated money into our town but would have also done much to putting Inverell on the map as a wonderful place to re-visit.

With other Club members who were present during your welcome and congratulations, your words were very appreciated. I am sure also, that over the tournament, we witnessed some future Australian Stars out on our courts.

It was a smashing few days serving up many winning shots and highlights.

Yours faithfully,

Jean Bell



9.5 STRATEGIC TASKS - 'SIGN OFF' - JUNE 2019**File Number: S4.13.2 / 19/19701****Author: Kristy Paton, Temporary Corporate Support Officer - Publishing****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 June, 2019 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
30 June 2019	Objections to the inclusion of land to be vested in public bodies lodged (s.600(6)).	N/A	Noted
30 June 2019	Valuer General to provide increase/decrease in values of rateable land (s.512(2)).	Achieved	
30 June 2019	Delivery program Progress reports provided to Council at least every 6 months (s.404(5)).	Achieved	Provided every 6 months
30 June 2019	Operational Plan (2019 -20) adopted and Long Term Financial Plan updated (s.405(1)).	Will be achieved following adoption at June Ordinary meeting.	Refer to report item #10.2.

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of June, 2019. 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

ATTACHMENTS:**Nil**

9.6 QUESTIONS WITHOUT NOTICE - MAY 2019**File Number:** S13.5.5/12 / 19/19705**Author:** Kristy Paton, Temporary Corporate Support Officer - Publishing**SUMMARY:**

The following details the Questions without Notice items raised at the Ordinary Meeting held 22 May, 2019.

Council is requested to note the actions taken to date.

COMMENTARY:

BP/REF: ITEM NO:	SUBJECT and FILE REFERENCE:	COMMENTS:
QWN/ORD 13/19 Cr Dight	<u>Precinct Meetings S2.17.7</u> Cr Dight requested that Council consider holding meetings in outlying areas of the Shire before the end of this term of Council.	Arrangements being made for meeting to be held in village October 2019.
QWN/ORD 14/19 Cr Dight	<u>Additional Flights S30.16.4</u> Cr Dight asked Council to advocate for additional flights between Inverell to Sydney and Brisbane.	Correspondence forwarded to air service provider.

ATTACHMENTS:**Nil**

9.7 AUSTRALIAN NATIONAL ANTHEM - ADDITIONAL VERSES

File Number: S3.16.18 / 19/20423

Author: Paul Henry, General Manager

SUMMARY:

Council is in receipt of a letter from Bruce Lee Chue regarding the discussion on the Australian National Anthem. This matter is submitted for Council's information only.

COMMENTARY:

Mr Bruce Lee Chue has advised that he has written a suggested 4th and 5th verse for the Australian National Anthem. He has undertaken this task to address any concerns that the words 'young and free' written in 1895 could be perceived as not inclusive of all Australians.

The verses are:

Verse 3

Australia is our home, a land so fertile, strong and free
Combined with our first residents we want the world to see
The beauty that amazes those who gaze upon our land
Then come to share our country's wealth, by toiling hand in hand
We excel in sport, respect and care
Advance Australia Fair

Verse 4

Our strength lies in our attitude to fairness, truth and praise
The willingness to be as one, united all our days
There's room for all who will embrace our laws and the way we live
We welcome them from every race, new skills are theirs to give
With confidence we will declare
Advance Australia Fair

Composed by Bruce Lee Chue 2017
Copyright 2018
12.06.2019

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

Nil

10 GOVERNANCE REPORTS

10.1 AASB 124 RELATED PARTY TRANSACTIONS

File Number: S4.14.4/03 / 19/18800

Author: Paul Pay, Manager Financial Services

SUMMARY:

The Australian Accounting Standard 124 (AASB 124) now require local government authorities to identify and disclose related party transactions between it and its related parties that are individually or collectively material.

This report requests that Council's Key Management Personnel (KMP) declare full details of any Related Parties and Related Party Transactions by completing Sections 1 and 2 of Council's KMP – Related Party Transaction Questionnaire form.

RECOMMENDATION:

That Council:

- a) *Receive and note the report; and*
- b) *In accordance with AASB 124, Key Management Personnel (KMP) complete section 1 and 2 of Council's KMP – Related Party Transactions Questionnaire and return completed forms to Council by 10 July, 2019.*

COMMENTARY:

All councils in New South Wales must produce annual financial statements that comply with Australian Accounting Standards.

The Australian Accounting Standard 124 (AASB 124) now require local government authorities to identify and disclose related party transactions between it and its related parties that are individually or collectively material.

The objective of the standard is to ensure that Council's financial statements contain the disclosures necessary to draw attention to the possibility that its financial position and profit or loss may have been affected by the existence of related parties and by transactions and outstanding balances, including commitments, with such parties.

As a result, Council must disclose Related Parties of Key Management Personnel (KMP) and all material and significant Related Party Transactions including outstanding balances and commitments, in its Annual Financial Statements commencing with the reporting period ending 30 June, 2019.

The impact of AASB 124 will be on the disclosures within the Annual Financial Statements; there is no financial impact on Council's reported financial position or performance.

KMP's are defined as those persons who have authority and responsibility, either directly or indirectly, for planning, directing and controlling the activities of the Council. KMP's for the Council are therefore considered to include:

- Mayor;
- Councillors;
- General Manager;
- Director of Corporate and Economic Services;

- Director Civil and Environmental Services.

For the purpose of AASB 124, close family members could include extended members of a family (such as, without limitation, parents, siblings, grandparents, uncles/aunts or cousins) if they could be expected to influence, or be influenced by, the KMP in their dealings with Council.

Related party transactions are a transfer of resources, services or obligations between the Council and a related party, regardless of whether a price is charged. Examples of related party transactions are:

- purchases or sales of goods;
- purchases or sales of property and other assets;
- rendering or receiving of services;
- rendering or receiving of goods;
- leases;
- transfers under licence agreements;
- transfers under finance arrangements (example: loans);
- provision of guarantees (given or received);
- commitments to do something if a particular event occurs or does not occur in the future; and
- Settlement of liabilities on behalf of Council or by Council on behalf of that related party.

Council will need to disclose the nature of the relationship with the related party, as well as sufficient information about the transactions and outstanding balances, including commitments, necessary for users of the financial statements to understand the potential effect of the relationship on the financial statements.

Information provided by KMPs and other related parties will be held for the purpose of compliance with Council's legal obligations and shall be disclosed where required for compliance or legal reasons only. KMP compensation will be disclosed on an aggregate basis only (KMP will not be named).

To assist Council to comply with AASB 124, Council's KMPs will be required to declare full details of any Related Parties and Related Party Transactions by completing Sections 1 and 2 of Council's KMP – Related Party Transaction Questionnaire form. This form will be distributed by the Director Corporate and Economic Services at Wednesday's Council Meeting. All sections of the Questionnaire must be completed by providing the appropriate information or a "NIL" response.

It is requested that KMPs return their completed questionnaires by Wednesday, 10 July, 2019 to either the Director Corporate and Economic Services or Manager Financial Services.

For assistance in completing the questionnaire please contact Council's Manager Financial Services, Paul Pay on 02 67 288 279.

RISK ASSESSMENT:

These declarations are a reporting requirement and do not impact the risk profile of Council beyond that.

POLICY IMPLICATIONS:

Council must comply with AASB 124 and Council's Key Management Personnel (KMP) – Related Party Transactions Policy and declare, where necessary, details of any Related Parties and Related Party Transactions in Council's Annual Financial Statements.

CHIEF FINANCIAL OFFICERS COMMENT:

AASB 124 requires an additional disclosure in the notes to Council's Financial Statements, titled "Note 24 – Related Party Transactions" for the period ending 30 June, 2019. This will not impact Council's financial result and comparatives are not required.

Any financial implications will relate to indirect costs associated with researching, collecting and recording information which are expected to be minimal.

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

Nil

10.2 ADOPTION OF 2019/2020 OPERATIONAL PLAN AND BUDGET**File Number: S13.5.2/12 / 19/20181****Author: Paul Pay, Manager Financial Services****SUMMARY:**

Council adopted the 2019/2020 Draft Operational Plan and Budget, Long Term Financial Plan (LTFP) at its April 2019, Meeting. These Documents were subsequently placed on public exhibition for a period of 28 days. The community were invited to provide submissions on the documents in accordance with Section 405 of the *Local Government Act, 1993* and sound community consultation principles. The purpose of this report is for Council now to adopt the 2019/2020 Operational Plan and Budget, Long Term Financial Plan, to make its rates and charges for 2019/2020, and to vote its expenditure for 2019/2020.

RECOMMENDATION:

That:

1. *Voting for Expenditure for 2019/2020*

That the respective amounts set out in the 2019/2020 Operational Plan and Budget vide Resolution Number 24/19 be confirmed and voted for the carrying out of the various works and services of the Council for 2019/2020.

2. *Operational Plan*

That the 2019/2020 Operational Plan and Budget as exhibited in accordance with Section 405 of the Local Government Act 1993, incorporating the SRV as approved by IPART (General Rate Increase of 7.25%) be adopted. Noting that under this scenario Council will meet the NSW State Government FFF Program requirements and be "Fit For the Future"

3. *Fees and Charges for 2019/2020*

That the Fees and Charges as adopted on 24 April, 2019, Resolution Number 24/19, be fixed for 2019/2020 including, the Stormwater Management Charge of \$25.00 per residential assessment, \$12.50 per Residential Strata lot and \$25.00 for Business Premises for each 350 square metres or additional part thereof, subject to a maximum on Business Premises of \$200.

4. *Fixing of Rates*

a) *General Activities*

i) *Whereas the Estimates of Income and Expenditure of the Consolidated Fund for the year 2019/2020 were adopted by Council on 24 April, 2019, AND WHEREAS such estimates were advertised in The Inverell Times newspaper on 3 May 2019, and in accordance with S.535 of the Local Government Act, 1993, it is hereby recommended that:*

RESIDENTIAL – INVERELL

A Residential – Inverell rate of 1.43560 cents in the dollar on the 2016 land value of all rateable residential land in the town of Inverell;

RESIDENTIAL – GENERAL

A Residential - General rate of 1.01400 cents in the dollar on the 2016 land value of all other rateable residential land including the villages of Bonshaw, Wandera, Bukkulla, Graman, Mount Russell, Oakwood, Elsmore, Gum Flat, Little Plain and Nullamanna;

RESIDENTIAL VILLAGES – ASHFORD

A Residential Villages – Ashford rate of 2.66650 cents in the dollar on the 2016 land value of all rateable residential land in the village of Ashford;

RESIDENTIAL VILLAGES – DELUNGRA

A Residential Villages – Delungra rate of 1.73670 cents in the dollar on the 2016 land value of all rateable residential land in the village of Delungra;

RESIDENTIAL VILLAGES – GILGAI

A Residential Villages – Gilgai rate of 1.27990 cents in the dollar on the 2016 land value of all rateable residential land in the village of Gilgai;

RESIDENTIAL - YETMAN

A Residential Villages – Yetman rate of 2.24080 cents in the dollar on the 2016 land value of all rateable residential land in the village of Yetman;

RESIDENTIAL - TINGHA

A Residential Villages – Tingha rate of 0.71877 cents in the dollar on the 2016 land value of all rateable residential land in the village of Tingha;

BUSINESS – INVERELL INDUSTRIAL / COMMERCIAL

A Business Inverell / Commercial rate of 3.88200 cents in the dollar on the 2016 land value of all non-residential lands zoned as Industrial or Business in the Shire;

BUSINESS – OTHER

A Business – Other rate of 2.70440 in the dollar on the 2016 land value of all other business lands in the Shire;

FARMLAND

A Farmland rate of 0.46350 cents in the dollar on the 2016 land value of all rateable land in the Shire being farmland;

RESIDENTIAL RURAL

A Residential Rural rate of 0.69950 cents in the dollar on the 2016 land value of all rateable land that satisfies the description of Rural Residential land as defined by the Local Government Act, 1993;

MINING

A Mining rate of 2.70440 cents in the dollar on the 2016 land value of all rateable land in the Shire being mining land (Coal and Metalliferous Mines);

Now be made for the year ending 30 June, 2020;

- ii) *The Base Amount for each rateable assessment be \$225.00 for all categories and sub-categories. The percentage, in conformity with Section 500 is:*

<u>Category/Sub-category</u>	<u>Percentage of levy for Category/Subcategory raised from base amount (must be < 50%)</u>
<i>Residential Inverell</i>	<i>19.64%</i>
<i>Residential General</i>	<i>30.64%</i>
<i>Residential Villages - Ashford</i>	<i>40.92%</i>
<i>Residential Villages - Delungra</i>	<i>39.29%</i>
<i>Residential Villages - Gilgai</i>	<i>35.07%</i>

<i>Residential Villages – Yetman</i>	<i>39.85%</i>
<i>Business - Inverell Industrial / Commercial</i>	<i>3.92%</i>
<i>Business - Other</i>	<i>6.16%</i>
<i>Farmland</i>	<i>7.16%</i>
<i>Residential Rural</i>	<i>20.94%</i>
<i>Mining</i>	<i>0.00%</i>

b) Water Supply

- i) whereas the estimates of Income and Expenditure for the Consolidated Fund for the year 2019/2020 were adopted by Council on 24 April, 2019, and whereas such estimates including notice of the proposal to make and levy a charge in connection therewith were advertised in The Inverell Times newspaper on 3 May, 2019, it is hereby resolved that a Water Supply Charge of \$364.00 on all land rateable to the Water Supply charge in pursuance of Section 552 of the Local Government Act, 1993, be now made for the year ending 30 June, 2020.*
- ii) The annual water availability charge for properties with more than one meter be \$364.00 per additional water meter.*
- iii) A water charge of \$280.00 per assessment (includes first water meter) be adopted for properties within the Tingha Boundary Adjustment area for 2019/2020.*
- iv) A water charge of \$280.00 per additional water meter be adopted for properties within the Tingha Boundary Adjustment area for 2019/2020.*
- v) The charge for water consumed and charged for by meter be fixed at \$1.57 per kilolitre for commercial water users.*
- vi) The charge for water consumed be charged for by meter and be a stepped tariff at a cost of \$1.57 per kilolitre for water consumption between 0 to 600 kilolitres, and \$1.83 for water consumed over 600 kilolitres for all residential users (excludes raw water users, commercial, Abattoirs, Sporting Associations),*
- vii) The charge for water consumed and charged for by meter be fixed at \$0.82 cents per kilolitre for Abattoirs, plus a 20% early settlement discount for 2019/2020,*
- viii) The charge for water consumed by Sporting Associations be charged at \$1.11 per kilolitre,*
- ix) The charge for water consumed and charged for by meter be fixed at \$0.40 cents per kilolitre for raw water users.*

c) Sewerage Services

- i) whereas the Estimates of Income and Expenditure for the Consolidated Fund for the year 2019/2020 were adopted by Council on 24 April, 2019, and whereas such Estimates including notice of the proposal to make and levy a charge in connection therewith were advertised in The Inverell Times newspaper on 3 May, 2019, it is hereby resolved that a Sewerage Charge Occupied of \$500.00 on all land rateable to the sewerage charge in pursuance of Section 552 of the Local Government Act, 1993, now be made, excepting any assessment in respect of land not built upon and*

not supplied with sewerage in which case a Sewerage Charge Unoccupied of \$313.00 for properties not within the Tingha Boundary Adjustment area. A Sewer Charge Unoccupied of \$200 on all rateable properties within the Tingha Adjustment Area.

In accordance with Section 501(1) the following charges be made for the year ending 30 June, 2020, for the provision of other sewerage services:

Hotels/Licenced Clubs Charge \$1,500.00

(Excludes Motels, Clubs, Hostels, Nursing Home Hostels)

Nursing Homes/Supported Aged Care Sewerage Charge \$2,342.00

Charge for Residential Flat or Unit Buildings, Attached and Detached Dual Occupancy developments, Multi Housing developments, Retirement Living Units, and Boarding Houses.

1 Service = 1 Unit/Flat, eg a six (6) Unit/Flat development used for residential purposes on a single General Assessment will pay for six (6) services, ie \$2065.00 for 2019/2020. One (1) Duplex = two (2) Units.

Number of Services per Assessment	Annual Charge Per Assessment
1	\$ 500.00
2	\$ 813.00
3	\$ 1,126.00
4	\$ 1,439.00
5	\$ 1,752.00
6	\$ 2,065.00
7	\$ 2,378.00
8	\$ 2,691.00
9	\$ 3,004.00
10	\$ 3,317.00
11	\$ 3,630.00
12	\$ 3,943.00
13	\$ 4,256.00
14	\$ 4,569.00
15	\$ 4,882.00
	etc

Non-rateable Properties Charges

Schools - w/c's	\$82.70*
Other - w/c's	\$137.20*
Urinals	\$82.70*

(* these charges are per receptacle).

Motels Charges

<i>Motel Residence</i>	<i>\$500.00</i>
<i>Motel Restaurant</i>	<i>\$500.00</i>
<i>Ensuite/Room per service*</i>	<i>\$156.60</i>

** Eg A six (6) room motel will pay for six (6) services, ie \$939.60*

Motel/Hotel Complex Charges

<i>Hotel</i>	<i>\$1,500.00</i>
<i>Motel Residence</i>	<i>\$500.00</i>
<i>Ensuite/Room per service*</i>	<i>\$156.60</i>

** Eg A six (6) room motel will pay for six (6) services, ie \$939.60*

Caravan Parks Charges

<i>Caravan Park Residence</i>	<i>\$500.00</i>
<i>Caravan Park Amenities Block</i>	<i>\$1,500.00</i>
<i>Ensuite Cabin per service</i>	<i>\$156.60</i>

5. Waste Management Charges

Waste Management Charge

In accordance with Section 501 of the Local Government Act, 1993, a Waste Management Charge of \$85.00 per assessment be made for the year ending 30 June, 2020, on all rateable land not within the Tingha Boundary Adjustment area.

In accordance with Section 501 of the Local Government Act, 1993 a Waste Management Charge of \$50.00 per assessment be made for the year ending 30 June, 2020, on all rateable land within the Tingha Boundary Adjustment area.

Domestic Waste Management

In accordance with Section 496 the following charges be made for the year ending 30 June, 2020, for the provision of domestic waste management services:

- i) Domestic Waste Management Charge – Un-Occupied \$55.00
- ii) Domestic Waste Management Charge - Occupied
(per service per assessment) \$330.00
- iii) Domestic Waste Management Charge - Occupied
Tingha Boundary Adjustment Area – Properties with 140lt garbage bin
(per service per assessment) \$300.00

Other Waste Management Services

In accordance with Section 502 the following charges be made for the year ending 30 June, 2020, for the provision of other waste management services (Collection from Business/Commercial Premises):

- i) Weekly Commercial Waste Management Charge \$330.00
(per service per assessment, GST is charged if applicable)

- | | |
|---|-----------|
| ii) <i>Weekly Commercial Recycling Charge</i>
<i>per service per assessment, GST is charged if applicable)</i> | \$ 115.00 |
| iii) <i>Fortnightly Commercial Recycling Charge</i>
<i>per service per assessment, GST is charged if applicable)</i> | \$ 60.00 |

6. *Interest Charges on Overdue Rates and Charges*

Extra charges on overdue rates and charges will be levied at the rate of seven and half (7.5%) per cent per annum on a daily simple interest basis for the year ending 30 June, 2020.

7. *Long Term Financial Plan*

That the 2019-2029 Long Term Financial Plan as exhibited, be adopted in accordance with Council's IPART FFF Roadmap approved scenario.

COMMENTARY:

1. **Voting of Expenditure for 2019/2020**

Council at its meeting on 24, April, 2019, resolved to adopt the Draft 2019/2020 Operational Plan and Budget. These documents were prepared in accordance with Council's IPART approved Fit for the Future Roadmap and the strategic direction/actions detailed in the Roadmap and the LTFP as required by the NSW Office of Local Government.

The prescribed advertisement was subsequently placed in The Inverell Times on Friday 3 May, 2019, and the Draft Operational Plan and Budget was placed on public display, on Council's website, on Council's Facebook Page and at various locations across the Shire. Attached is a copy of Council's estimated budget results for 2019/2020 for your information.

Operational Plan

In accordance with Section 405 of the *Local Government Act 1993*, the Draft Budget (incorporating Operational Plan) as prepared has been placed on public exhibition. The closing date of submissions in relation to the Operational Plan was Friday 31 May, 2019, at 10.00 am. Council has received no public submissions.

Section 406 of the *Local Government Act 1993*, stipulates that:

"In deciding the final plan to be adopted, Council must take into consideration any submissions that have been made concerning the Draft Operational Plan prepared and exhibited in accordance with this part."

It is now necessary for Council to formally vote the respective amounts established for expenditure in 2019/2020. A recommendation to this effect is detailed above.

2. **Making of Rates and Fixing of Charges for 2019/2020**

At its meeting on 24, April, 2019, Council adopted the various Rates and Charges, for its General, Water and Sewerage activities, and Waste Management Services. In adopting the rates and charges Council utilised the full maximum rate pegging increase of 7.25% which includes the IPART approved special rate variation of 4.75%. Council also resolved not to increase the annual, water access charge and sewerage charges during 2019/2020 to lessen the impact of the IPART approved SRV. Waste management charges and water consumption charges have had minor increases.

To minimise the impact on ratepayers within the Tingha Boundary Adjustment area, Council has chosen to implement a transitional phase in period, three years, on some annual charges.

Council is now required to formally make these Rates and Charges for the 2019/2020 Budget Year. The necessary resolutions for making the rates and fixing of charges are contained above.

Establishment of Rate of Interest Payable on Overdue Rates

The *Local Government Act 1993* requires Councils to establish the rate of interest that it will charge on any overdue rates during 2019/2020. The interest rate set by Council must not exceed the percentage determined by the Minister in accordance with Section 566 (3). Advice has been received that the rate prescribed for the abovementioned section is 7.5% per annum for the 2019/2020 rating year.

It should be noted that the *Local Government Act 1993*, permits Council to amend the level of interest rates and therefore Council is not committed to maintain the same interest rate for the whole of the rating year. Further, the *Local Government Act 1993* provides a number of means for dealing with approaches from members of the public who claim hardship due to the imposition of interest charges on outstanding rates.

The principle actions available are:

- a) To write off extra charges; and
- b) To accept payments by instalments and write off or reduce extra charges.

The necessary resolution for the setting of the interest rate for overdue rates and charges is contained above.

3. Long Term Financial Plans

Council at its meeting on 24, April, 2019, resolved to adopt the Draft 2019/2029 Long Term Financial Plan. This document was prepared in accordance with Council's IPART approved Fit for the Future Roadmap and the strategic direction detailed in the Roadmap as required by the NSW Office of Local Government.

To ensure sound community consultation an advertisement was placed in The Inverell Times on Friday 3 May, 2019, and the Draft Long Term Financial Plan was placed on public display, on Council's website and Council's Facebook Page. The closing date of submissions in relation to the Long Term Financial Plan was Friday 31 May, 2019, at 10.00 am. Council has received no public submissions.

It is now necessary to formally adopt the 2019-2029 Long Term Financial Plan. A recommendation to this effect is detailed above.

4. Public Submissions

In accordance with the provisions of Section 405 of the *Local Government Act 1993*, to ensure good governance, transparency and to enable sound community consultation, the abovementioned documents were placed on public exhibition for a period of 28 days. This matter was widely publicised in the local media (prescribed advertisement and article in Inverell Times, and discussed on local Radio Talkback), on Council's Website and on Council's Facebook page. Hard copies of the documents were also provided at eight (8) locations across the Shire as detailed in the advertisement, and the community were provided with the opportunity to obtain copies of the documents "free of charge".

At the close of public exhibition period Council had not received any public submissions.

RISK ASSESSMENT:

There are many risks pertaining to budgeting. First and foremost is having an annual operational plan aligning with the outcomes of a long term financial strategy. There are also risks pertaining to cost estimates, revenue estimates and aligning capital works projects with the available day labour.

POLICY IMPLICATIONS:

The Operational Plan is one of Council's major Policy Documents. It sets out how Council will discharge its responsibilities to the community. The adoption of the Operational Plan and Budget enables the process of Council setting its Rates and Charges and Voting of its expenditures for 2019/2020.

CHIEF FINANCIAL OFFICERS COMMENT:

The 2019/2020 Operational Plan and Budget provides the basis of Council's operations for the ensuing year. The Budget provides the Finances necessary for Council to conduct its operations during the 2019/2020 Financial Year. The following matters are highlighted.

- A Balanced Budget has been achieved in all Funds,
- The Budget provides for a continuation of all of Council's existing services and works/asset management programs in accordance with Council's IPART approved Fit for the Future Roadmap as required by the NSW Office of Local Government.

LEGAL IMPLICATIONS:

Council is required under the provisions of Sections 401 - 407 of the *Local Government Act, 1993*, to prepare, publicise and adopt an Operational Plan and Budget with respect to Council's works and activities for at least the next three years. Council is required under the NSW State Government Integrated Planning and Reporting Guidelines, 2013 to prepare a Long Term Financial Plan and Asset Management Plan. These Plans must accord to Council's IPART approved Fit for the Future Roadmap.

ATTACHMENTS:

1. **Estimates of Income & Expenditure by Funtcion**
2. **Statement of Profit & Loss**
3. **Statement of Cash Flows**
4. **Balance Sheet**

INVERELL SHIRE COUNCIL
ESTIMATES OF INCOME & EXPENDITURE
(COMBINED GENERAL, WATER AND SEWERAGE FUNDS)
FOR THE YEAR ENDING 30 JUNE 2020

ESTIMATES FOR	ESTIMATED Expenses	ESTIMATED Revenues	ESTIMATED Operating Result
Functions/Activities			
Governance	250,130	-	250,130
Administration	7,060,642	(5,218,550)	1,842,092
Public Order & Safety	1,053,440	(392,610)	660,830
Health	(260,830)	(25,250)	(286,080)
Environment	3,829,945	(4,144,955)	(315,010)
Community Services & Education	103,320	(24,380)	78,940
Housing & Community Amenities	1,159,255	(292,340)	866,915
Water Supplies	3,500,600	(4,670,719)	(1,170,119)
Sewerage Services	1,936,850	(2,789,315)	(852,465)
Recreation & Culture	2,394,815	(198,105)	2,196,710
Mining Manufacturing & Construction	372,030	(182,600)	189,430
Transport & Communication	6,183,810	(5,152,876)	1,030,934
Economic Affairs	1,520,670	(417,455)	1,103,215
General Purpose Revenue	4,000	(20,775,214)	(20,771,214)
Sub Totals - Functions	29,108,677	(44,284,369)	(15,175,692)
Add Expenses not Involving Flows of Funds			
Depreciation			9,215,000
Increase in Employee's Leave Entitlements			2,568,190
Carrying Amount of Assets Sold			432,694
Subtract Income not Involving Flow of Funds			
Non-Cash Contributions (eg Land)			
Sub Total - Funds Not Involving Flow of Funds			12,215,884
Less Non-Operating Funds Employed			
Proceeds from Sale of Assets			(617,000)
Costs of Real Estate Asset Sold			-
Loan Fund Used			-
Other Debt Finance			-
Repayment by Deferred Debtors			-
Sub Total - Non-Operating Funds Employed			(617,000)
Add Funds Deployed for Non Operating Purposes			
Acquisition of Assets			12,746,051
Development of Real Estate			
Advances to Deferred Debtors			
Repayment of Loans			600,220
Repayment of Other Debts			
Sub total - Funds Deployed for Non operating Purposes			13,346,271
Subtract Unexpended Grants & Contributions Received During the Year			
Unexpended Specific Purpose Grants			-
Developer Contributions (S.94 and Water & Sewer)			(179,750)
Sub Total - Unexpended Grants & Contributions Received During the Year			(179,750)
Total Income and Expenditure			9,589,713
Add Back Non Cash Amounts			(9,647,694)
Add Transfers to/(from) Internally Restricted Assets			53,740
BUDGET (SURPLUS)/DEFICT			(4,241)

BUDGET SUMMARY FOR YEAR ENDING 30 JUNE 2020				
The anticipated result for the year is a deficit of \$9,589,713 which consists of:				
GENERAL	7,254,607	Deficit		
WATER SUPPLY	1,415,106	Deficit		
SEWERAGE SERVICES	920,000	Deficit		
TOTAL*	9,589,713	Deficit		
*These reflect the results of activities EXCLUDING the net movement of internally restricted asset (Reserves)				
To assist in understanding the result under the old "Working Funds" format the result are as listed in the following table				
	GENERAL	WATER	SEWERAGE	TOTAL
Anticipated (Surplus)/ Deficit	7,254,607	1,415,106	920,000	9,589,713
Deduct Depreciation	(6,809,500)	(1,484,500)	(921,000)	(9,215,000)
Net Reserves Utilised	(14,450)	68,190	-	53,740
Carrying Amount of of Assets Sold	(432,694)	-	-	(432,694)
Working Funds Results (Surplus) / Deficit	(2,037)	(1,204)	(1,000)	(4,241)

INVERELL SHIRE COUNCIL
CONSOLIDATED PROFIT AND LOSS STATEMENT
(COMBINED GENERAL, WATER AND SEWERAGE FUNDS)

ESTIMATES FOR	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	\$'000	\$'000	\$'000	\$'000	\$'000
EXPENSES FROM ORDINARY ACTIVITIES					
Employee Benefits & On Costs	14,264	14,689	15,128	15,579	16,059
Borrowing Costs	135	197	162	126	97
Materials & Contracts	7,724	7,773	7,947	8,132	8,324
Depreciation	9,215	9,232	9,250	9,267	9,284
Other Expenses	4,373	4,582	4,572	4,675	4,781
TOTAL EXPENSES FROM ORDINARY ACTIVITIES	35,711	36,473	37,060	37,779	38,545
REVENUE FROM ORDINARY ACTIVITIES					
Rates & Annual Charges	(21,467)	(22,067)	(22,663)	(23,220)	(23,797)
User Charges & Fees	(4,022)	(4,089)	(4,157)	(4,227)	(4,299)
Interest & Investment Revenue	(1,137)	(1,137)	(1,137)	(1,137)	(1,137)
Other Revenue	(597)	(555)	(563)	(571)	(579)
Grants & Contributions provided for operating purposes	(10,045)	(10,219)	(10,416)	(10,628)	(10,864)
Net Gain/Loss on Disposal of Assets	(184)	(144)	(23)	(99)	36
TOTAL REVENUE FROM ORDINARY ACTIVITIES BEFORE CAPITAL AMOUNTS	(37,453)	(38,211)	(38,959)	(39,882)	(40,639)
(SURPLUS)/DEFICIT FROM ORDINARY ACTIVITIES BEFORE CAPITAL AMOUNTS	(1,742)	(1,738)	(1,899)	(2,103)	(2,094)
Grants & contributions provided for Capital Purposes	(2,014)	(2,025)	(2,036)	(2,047)	(2,058)
(SURPLUS)/DEFICIT FROM ORDINARY ACTIVITIES AFTER CAPITAL AMOUNTS	(3,757)	(3,763)	(3,935)	(4,150)	(4,153)
Extraordinary Items					
(SURPLUS)/DEFICIT FROM ORDINARY ACTIVITIES	(3,757)	(3,763)	(3,935)	(4,150)	(4,153)
ADD BACK NON-CASH ITEMS					
Depreciation	(9,215)	(9,232)	(9,250)	(9,267)	(9,284)
Carrying Amount of Assets Sold (Book Value of Plant & Equipment to be sold)	(433)	(654)	(392)	(729)	(699)
TOTAL NON-CASH ITEMS	(9,648)	(9,886)	(9,642)	(9,996)	(9,983)
CAPITAL AMOUNTS					
Repayment by Deferred Debtors	-	-	-	-	-
Loan Proceeds	-	(2,000)	-	-	-
Acquisition of Assets	12,746	19,348	11,452	13,670	13,222
Principal Loan Repayments	600	789	823	794	628
TOTAL CAPITAL AMOUNTS	13,346	18,136	12,275	14,464	13,850
CONSOLIDATED NET (PROFIT)/LOSS	(58)	4,488	(1,302)	319	(286)
INTERNALLY RESTRICTED ASSET MOVEMENTS					
Net Transfers to/From Internally Restricted Assets	54	(4,492)	1,297	(322)	282
UNALLOCATED CONSOLIDATED NET (PROFIT)/LOSS	(4)	(4)	(4)	(3)	(4)

INVERELL SHIRE COUNCIL
BUDGETED STATEMENT OF CASH FLOWS
(COMBINED GENERAL, WATER AND SEWERAGE FUNDS)

ESTIMATES FOR	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024
	\$000	\$000	\$000	\$000	\$000
CASH FLOWS FROM OPERATING ACTIVITIES					
Receipts					
Rates & Annual Charges	(21,467)	(22,067)	(22,663)	(23,220)	(23,797)
User Charges & Fees	(4,022)	(4,089)	(4,157)	(4,227)	(4,299)
Interest & Investment Revenue	(1,137)	(1,137)	(1,137)	(1,137)	(1,137)
Other Revenue	(597)	(555)	(563)	(571)	(579)
Grants & Contributions provided for operating purposes	(10,045)	(10,219)	(10,416)	(10,628)	(10,864)
Grants & Contributions-Capital	(2,014)	(2,025)	(2,036)	(2,047)	(2,058)
Payments					
Employee Benefits & On Costs	14,264	14,689	15,128	15,579	16,059
Borrowing Costs	135	197	162	126	97
Materials & Contracts	7,724	7,773	7,947	8,132	8,324
Other Expenses	4,373	4,582	4,572	4,675	4,781
Suspense / Disbursement Accounts	-	-	-	-	-
<i>Net Cash provided by (or used in) operating activities</i>	(12,787)	(12,851)	(13,162)	(13,317)	(13,473)
CASH FLOWS FROM INVESTING ACTIVITIES					
Receipts					
Sale of investments					
Sale of Real Estate Assets					
Sale of Property, Plant & Equipment	(617)	(797)	(415)	(828)	(663)
Sale of interest in joint ventures/associates					
Other					
Payments					
Purchase of Investments					
Purchase of Property, Plant & Equipment	12,746	19,348	11,452	13,670	13,222
Purchase of Real Estate					
Other					
<i>Net cash provided by (or used in) investing activities</i>	12,129	18,550	11,037	12,842	12,559
CASH FLOWS FROM FINANCING ACTIVITIES					
Receipts					
Borrowings & Advances	-	(2,000)	-	-	-
Other					
Payments					
Borrowings & Advances	600	789	823	794	628
Lease Liabilities					
Other					
<i>Net cash provided by (or used in) financing activities</i>	600	(1,211)	823	794	628
<i>Net Increase/(decrease) in cash assets held</i>	(58)	4,488	(1,302)	319	(286)

COUNCIL OF THE SHIRE OF INVERELL
CONSOLIDATED BALANCE SHEET
(COMBINED GENERAL, WATER AND SEWERAGE FUNDS)

	Audited Actual 2018 \$'000	Estimated 2019 \$'000	Estimated 2020 \$'000	Estimated 2021 \$'000	Estimated 2022 \$'000	Estimated 2023 \$'000	Estimated 2024 \$'000
ASSETS							
CURRENT ASSETS							
Cash and Cash Equivalents	3,604	3,233	3,237	3,194	3,439	3,063	3,290
Investments	53,500	42,500	42,500	40,000	41,000	41,000	41,000
Receivables	5,239	5,239	5,241	5,243	5,246	5,247	5,249
Inventories	506	506	506	506	506	506	506
Other	182	182	182	182	182	182	182
Non-Current assets classified as held for sale	481	481	481	481	481	481	481
TOTAL CURRENT ASSETS	63,512	52,141	52,147	49,606	50,854	50,479	50,708
NON - CURRENT ASSETS							
Investments	0	11,000	11,000	11,000	11,000	11,000	11,000
Receivables	24	24	22	20	17	16	14
Infrastructure, Property, Plant and Equipment	637,405	640,911	644,009	653,471	655,281	658,955	662,194
Investment Property	3,280	3,280	3,280	3,280	3,280	3,280	3,280
TOTAL NON - CURRENT ASSETS	640,709	655,215	658,311	667,771	669,578	673,251	676,488
TOTAL ASSETS	704,221	707,356	710,458	717,377	720,432	723,730	727,196
LIABILITIES							
CURRENT LIABILITIES							
Payables	2,953	2,953	2,898	2,842	2,785	2,727	2,668
Borrowings	576	600	788	823	794	628	593
Provisions	3,894	3,894	3,894	3,894	3,894	3,894	3,894
TOTAL CURRENT LIABILITIES	7,423	7,447	7,580	7,559	7,473	7,249	7,155
NON - CURRENT LIABILITIES							
Payables	0	0	0	0	0	0	0
Borrowings	3,564	2,964	2,176	3,353	2,559	1,931	1,338
Provisions	2,146	2,146	2,146	2,146	2,146	2,146	2,146
TOTAL NON - CURRENT LIABILITIES	5,710	5,110	4,322	5,499	4,705	4,077	3,484
TOTAL LIABILITIES	13,133	12,557	11,902	13,058	12,178	11,326	10,639
NET ASSETS	691,088	694,799	698,556	704,319	708,254	712,404	716,557
EQUITY							
Retained Earnings	520,402	524,113	527,870	533,633	537,568	541,718	545,871
Revaluation Reserves	170,686	170,686	170,686	170,686	170,686	170,686	170,686
Council equity interest	691,088	694,799	698,556	704,319	708,254	712,404	716,557
Minority equity interest	0	0	0	0	0	0	0
TOTAL EQUITY	691,088	694,799	698,556	704,319	708,254	712,404	716,557

11 QUESTIONS WITHOUT NOTICE

12 CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)

Nil