



Adam Marshall, Member for Northern Tablelands, and Cr Paul Harmon, Mayor, sign the last roof sheets for Stage 1 of the Inverell Hospital re-development

Business Paper

Ordinary Meeting of Council

Wednesday, 28 August 2019

INVERELL SHIRE COUNCIL

NOTICE OF ORDINARY MEETING OF COUNCIL

23 August, 2019

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 28 August, 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) may be webcast. 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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	Nil	

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 2018 – September 2019

Ordinary Meetings:

Time: 3.00 pm

Venue: Council Chambers

OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
Wed	Wed	Wed	Wed	Wed	Wed	Thurs	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

September 2019

SUN	MON	TUE	WED	THU	FRI	SAT
Sapphire City Markets Sapphire Rock 'n' Roll Festival 1.	Reports due for Committee meetings by 4:30pm 2.	3.	4.	5.	6.	Delungra Community Drought Afternoon 1pm 7.
Long Plain Spring Markets Brighter Access Family Fun Day Ladies on the Land High Tea 8.	9.	10.	9am Civil & Environmental meeting 10:30am Economic & Community Sustainability meeting 11.	12.	13.	14.
Sapphire City Markets 15.	Reports due for Committee meetings by 4:30pm 16.	National Citizenship Day – Citizenship Ceremony - Council Chambers 11am 17.	18.	19.	Communicator of the Year Awards 6pm 20.	Inverell Art Prize Official Opening 6:30pm 21.
22.	23.	24.	3pm Ordinary meeting 25.	26.	27.	28.
29.	Roads and Bridges Data Return due (Grants Commission) Lodge completed Pecuniary Interest returns for Councillors and designated persons (s.449(3)) General Manager table returns at next council meeting. (s.450A) Reports due for October Committee meetings by 4:30pm 30.		Upcoming Events: Sapphire City Festival 18 – 27 October			

KEY:

Council office closed

1 APOLOGIES

2 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 24 July, 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, 24 JULY 2019 AT 3PM.**

PRESENT:

Cr Paul Harmon (Mayor), Cr Anthony Michael (Deputy Mayor), Cr Di Baker, Cr Stewart Berryman, Cr Kate Dight, Cr Paul King, Cr Neil McCosker and Cr Jacki Watts.

IN ATTENDANCE:

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

1 APOLOGIES**RESOLUTION 2019/63**

Moved: Cr Neil McCosker
Seconded: Cr Jacki Watts

That the apology received from Cr Peters be accepted and leave of absence for personal reasons be granted.

CARRIED

2 CONFIRMATION OF MINUTES**RESOLUTION 2019/64**

Moved: Cr Anthony Michael
Seconded: Cr Paul King

That the Minutes of the Ordinary Meeting of Council held on 26 June, 2019, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

3 DISCLOSURE OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS

Cr Harmon declared a pecuniary interest in Item 8.2 Summary of Development Applications, Construction Certificates and Complying Developments during June 2019 as he is one of the Applicants mentioned in the report.

4 PUBLIC FORUM

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

Leanne Stokan, Kelvin Brown and Emily Pianko - Baby Memorial Garden and Remembrance Wall Proposal.

The speakers presented a proposal for a small memorial garden be created within an existing park in Inverell, in honour of the lives of all the local babies or children who have died, either by miscarriage, stillbirth, or childhood illness or accident.

Steve Johnson, Jane Brookman and Kim Kelleher from Inverell Events – Sapphire Rock n Roll Festival

The representatives from Inverell Events updated Council on the planning for the Sapphire Rock n Roll Festival to be held in August 2019. They detailed the program of events and the support they have received and their fund raising efforts.

Rhonda Mason – I C YOUth Centre

Mrs Mason spoke about the current operations and future plans of the I C YOUth Centre at 18 Vivian Street, Inverell. The Centre offers after hours tutoring, a homework centre, a chill out zone and seeks to address other social welfare needs of local youth. It has the support of allied agencies such as Pathfinders, Centacare, local Magistrates and Police. The building needs to be upgraded for the Centre to be fully operational and there are plans to make an application to The Stronger Country Communities Program for grant funding. Rhonda hoped that Council will work with the Centre and co-ordinate applications to the program so it is not over subscribed.

Ryan Daley – DA 57/2019 (43 Brae St, Inverell)

Mr Daley referred Council to the report and recommendation relating to his development application. He highlighted low traffic volumes, low pedestrian count, low vehicle speeds, good sight distance, compliance of all Local and State Planning Policy, that the application didn't contemplate a multiple dwelling and that similar developments already exist in the area. He asked Councillors to approve his application.

The Public Forum Session ended at 3.47pm

5 ADVOCACY REPORTS**RESOLUTION 2019/65**

Moved: Cr Anthony Michael
Seconded: Cr Jacki Watts

That the written response from the General Manager be noted.

CARRIED

6 COMMITTEE REPORTS**6.1 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 10 JULY 2019****Receipt of Minutes:****RESOLUTION 2019/66**

Moved: Cr Di Baker
Seconded: Cr Stewart Berryman

- i) *That the Minutes of the Civil and Environmental Services Committee held on Wednesday, 10 July, 2019, be received and noted and*
- ii) *The following recommendations of the Civil & Environmental Services Committee be adopted by Council.*

CARRIED

6.1.1**QUESTION WITH NOTICE - CR NEIL MCCOSKER****MOTION**

Moved: Cr Neil McCosker

Seconded: Cr Stewart Berryman

That the response to the question regarding Cr Harmon's recent visit to Tulare raised by Councillor McCosker be received and noted.

6.1.2 Annual Heritage Advisory Service Update

That:

- i) The 2018/2019 annual reporting and funding acquittals to the NSW Office and Environment and Heritage be noted; and*
- ii) Council makes representations to The Honourable Robert Gordon Stokes MP, Minister for Planning and Public Spaces and The Honourable Adam Marshall MP, Member for the Northern Tablelands for the "Heritage Near Me" program to be maintained and funded in future State Budget.*

6.1.3 & 6.1.4 Local Strategic Planning Statements and Community Participation Plans

That:

- i) Council note the information provided in regard to Local Strategic Planning Statements and Community Participation Plans be received and noted;*
- ii) Council staff commence the preparation of a stand alone Local Strategic Planning Statement in accordance with the recommended course of action as outlined; and*
- iii) Council staff commence the preparation of a stand alone Community Participation Plan in accordance with the recommended course of action as outlined.*

6.1.5 Request to relocate the Grafton to Inverell Winners Walk

That:

- i) The Grafton to Inverell Winners Walk be relocated from its current position to a new position in Vivian Street; and*
- ii) The Manager Civil Engineering be delegated authority to negotiate with Inverell Cycle Club regarding installation of appropriate signage at the new location.*

6.1.6 Consideration of the Local Traffic Committee Recommendations

That

1. RESTRICTED PARKING SIGN REQUEST - MACINTYRE HIGH SCHOOL
 - i) *No Parking Signage be installed on Killean Street between Swanbrook Road and the School Bus Bay; and*
 - ii) *No Stopping signage be installed on the southern side of Swanbrook Road opposite the school teacher parking area.*
2. ROAD CONDITIONS - GRAMAN ROAD AT SAWPIT GULLY

That additional advisory signage be installed at Sawpit Gully on Graman Road in accordance with AS1743 in order to improve road user safety at the site.

3. LINEMARKING SAFETY REVIEW - BUNDARRA ROAD

That the line marking along Bundarra Road, between the Inverell Golf Course entrance and Staggs Lane be changed from separation line to barrier line.

6.1.7 National Class 1 Special Purpose Vehicle Notice

That:

- i) *All roads on Council's asset register as at 30 June, 2019 be included in the National Class 1 Special Purpose Vehicle Notice; and*
- ii) *All bridge structures on the road network recently transferred in the Tingha Boundary adjustment be assessed and these roads be included in the notice if suitable.*

6.1.8 Status of Town Water Supplies

That the information be received and noted.

6.1.9 Works Update

That the information be received and noted.

6.1.10 2018/2019 Annual Food Premises Inspection Program

That the information be received and noted.

6.2 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 10 JULY 2019**Receipt of Minutes:****RESOLUTION 2019/67**

Moved: Cr Jacki Watts

Seconded: Cr Anthony Michael

- i) *That the Minutes of the Economic and Community Sustainability Committee held on Wednesday, 10 July, 2019, be received and noted; and*
- ii) *The following recommendations of the Economic & Community Sustainability Committee be adopted by Council.*

CARRIED**6.2.1 Request to waive Town Hall hire fee - Office of the Children's Guardian***That:*

- i) *The report be received and noted; and*
- ii) *Council not accede to the request to waive the hire fees.*

6.2.2 Expression of Interest to Licence Land - Duff Street, Ashford.*That:*

- i) *Council enter into a Licence Agreement with Mr Robert and Mrs Kathryn Crowther for Lots 5, 6 and 7, Section 5, DP 758036, Duff Street, Ashford;*
- ii) *The licence agreement be for a two (2) year period with a further two (2) year option;*
- iii) *The Licence fee be \$100 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.*

6.2.3 Request for Sponsorship - Men's Health Night - Inverell Prostate Cancer Support Group*That:*

- i) *\$1000 be donated to Inverell Men's Health Night being held on 18 October, 2019;*
- ii) *The donation be funded from the Joint Community Health Promotion Initiative vote; and*
- iii) *A list of expenditure from the donation budget 2018-19 be presented to the August Economic & Community Sustainability Committee.*

6.2.4 Grant Funding - Tingha Bridge Roundabout*That the information be received and noted.*

6.2.5 Donation Request - Inverell Anglers' Association

That Council donate \$500 to assist with costs associated with restocking trout in the Macintyre River headwaters and the Gwydir River below Copeton Dam if the Inverell Anglers' Association proceed with restocking in the 2019-20 year.

6.2.6 NSW Public Libraries Association North West Zone AGM and Meeting

That:

- i) The report be received and noted; and*
- ii) Cr Baker be authorised to attend the State AGM and Conference being held in Penrith on 19-21 November, 2019.*

6.2.7 Project Outcomes - Drought Communities Programme

That the information be received and noted.

6.2.8 Letter of Appreciation - Gum Flat Public School

That the information be received and noted.

6.2.9 Social Media and Councillor/Staff Interaction Policy

That the information be received and noted.

6.2.10 IPART Report into Rating

That the information be received and noted.

6.2.11 Adoption of Tingha Residential Rates

That:

Fixing of Rates

In accordance with S.535 of the Local Government Act, 1993, it is hereby recommended that:

RESIDENTIAL - TINGHA

A Residential Villages – Tingha rate of 7.1877 cents in the dollar on the 2016 land value of all rateable residential land in the village of Tingha.

6.2.12 Governance - Monthly Investment Report

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.*

13 Grafton to Inverell Cycle Classic - Event Impact Report

That the report on the Grafton to Inverell Cycle Classic – Event Economic Impact be noted.

14 Connections Building - Adjustment of Lease Terms

That Connections be permitted to repay the funds invested by Council in the construction of the building located at 89 Vivian Street, Inverell.

7 DESTINATION REPORTS**7.1 CODE OF MEETING PRACTICE****RESOLUTION 2019/68**

Moved: Cr Jacki Watts

Seconded: Cr Di Baker

That Council adopt the draft Code of Meeting Practice.

CARRIED

7.2 DA-57/2019 - ONE (1) INTO TWO (2) LOT SUBDIVISION AND SINGLE DWELLING USE ONLY ON PROPOSED LOT 2 FRONTING DAVEY STREET - 43 BRAE STREET, INVERELL**RESOLUTION 2019/69**

Moved: Cr Di Baker

Seconded: Cr Anthony Michael

That Development Application 57/2019 be approved subject to the following conditions of consent:

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:

- *One (1) into two (2) lot subdivision;*
- *Single dwelling use only on proposed Lot 2 fronting Davey Street.*

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).*

DURING SUBDIVISION WORKS

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 outbuilding and capped to the satisfaction of the relevant authority.*
6. *To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the carrying out of subdivision works:*
 - *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 Lands Titles Office.*

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

7. *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.*
8. *Prior to issue of a Subdivision Certificate, separate Development Consent and a Construction Certificate must be obtained for the construction of a dwelling on*

proposed Lot 2.

9. *Prior to the issue of a Subdivision Certificate, electricity and telecommunications services are to be provided to all lots. The proponent is required to submit to Council, certificates from:*

- An approved electricity service provider indicating that satisfactory arrangements have been made for the provision of electricity to each lot in the subdivision.*
- An approved telecommunications service provider indicating that satisfactory arrangements have been made for the provision of telecommunications to each lot in the subdivision.*

10. *Prior to issue of a Subdivision Certificate, the roof water from the existing dwelling on proposed Lot 1 must be redirected to Brae Street.*

11. *Prior to issue of a Subdivision Certificate, inter-allotment drainage is to be provided along the common boundary of proposed Lots 1 and 2.*

Prior to construction of this inter-allotment drainage, plans of the inter-allotment drainage, prepared by a suitably qualified engineer, are to be submitted to and approved by Council. These plans are to show piped and surface drainage paths, including kerbs as necessary beneath fences, to direct drainage to Davey Street.

12. *Prior to the issue of a Subdivision Certificate, contributions/fees must be paid to Council for sewer supply and a sewer junction for Lot 2. This will require payment to Council of:*

- A Contribution per lot under Council's Development Servicing Plan No. 1 for 1 equivalent tenement; and*
- A sewer junction fee in accordance with Council's fees and charges.*

13. *A 3m easement over Council's sewer main and the sewer connection to Lot 2 is to be shown on the plan of subdivision and dedicated in favour of Council.*

14. *Prior to issue of a Subdivision Certificate, the existing water service in Davey Street is to be disconnected from the dwelling and relocated to serve Lot 2.*

15. *Prior to the issue of a Subdivision Certificate, contributions/fees must be paid to Council for water supply and new water connection for the existing dwelling on Lot 1. This will require payment to Council of:*

- A Contribution per lot under Council's Development Servicing Plan No. 1 for 1 equivalent tenement; and*
- A water connection fee in accordance with Council's fees and charges.*

16. *Prior to the issue of a Subdivision Certificate, a Community Services Contribution must be paid to Council pursuant to Section 94 of the Environmental Planning and Assessment Act 1979.*

17. *Prior to issue of a Subdivision Certificate, a concrete access crossing is to be constructed from the kerb in Davey Street to the boundary of Lot 2. The location of the access is to be in accordance with the approved plan. Prior to the commencement of this work the applicant is required to:*

- Apply to Council for approval under Section 138 of the Roads Act 1993 to install a paved vehicular access across the footpath (a copy of the application form is enclosed); and*
- Contact Council for footpath levels so that the driveway can be constructed to provide vehicle access onto the site.*

The installation of the vehicular access crossing must be carried out under the

supervision of Council and the applicant must give Council two (2) working days' notice to inspect the formwork prior to pouring any concrete.

All work is to be completed to the standard approved by Council, at the applicant's expense.

18. *Any other condition deemed appropriate by the Director Civil and Environmental Services.*

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

CARRIED

7.3 REQUEST FOR SUPPORT - DRIVER SAFETY AWARENESS DAY

RESOLUTION 2019/70

Moved: Cr Di Baker

Seconded: Cr Paul King

That Council support the Driver Safety Awareness Day and donate the costs associated with the hire of the Town Hall and closure of Evans Street.

AMENDMENT

Moved: Cr Anthony Michael

Seconded: Cr Neil McCosker

That Council support the Driver Safety Awareness Day and donate \$500.

LOST

AMENDMENT

Moved: Cr Kate Dight

Seconded: Cr Stewart Berryman

That Council support the Driver Safety Awareness Day and donate \$1000 and advise the organisers that this is the 2nd year Council has supported the event and in subsequent years they are encouraged to seek alternate sources of funding.

The Amendment became the motion and the motion on being put was carried.

CARRIED

7.4 ROAD CLOSURE - SAPPHIRE ROCK 'N' ROLL FESTIVAL**RESOLUTION 2019/71**

Moved: Cr Anthony Michael

Seconded: Cr Kate Dight

- i) *That Council support closure of the Evans Street Precinct between Otho Street and Campbell Street between the hours of 12 noon on Saturday, 31 August, 2019 until 12 noon on Sunday 1, September 2019.*
- ii) *That Council cover the cost of the road closure*

CARRIED**7.5 REQUEST FOR SUPPORT - SAPPHIRE ROCK 'N' ROLL FESTIVAL****RESOLUTION 2019/72**

Moved: Cr Di Baker

That Council donate \$200 to support the Sapphire Rock 'N' Roll Festival.

The motion lapsed for want of seconder.

MOTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

*That Council donate \$3 280 to support the Sapphire Rock 'N' Roll Festival.***AMENDMENT**

Moved: Cr Paul King

Seconded: Cr Stewart Berryman

Donate \$3 280 toward running the event and \$2 500 towards the printing cost of the Value Book.

LOST

The Motion on being put was carried.

CARRIED

7.6 PREPARING FOR THE YEAR AHEAD

COMMENTARY

As part of the debate Councillor's put forward the following proposals for consideration for inclusion in the Delivery Plan.

Cr Michael

- Adventure Play area similar Tamworth
- Byron St CBD Redevelopment.
- Reticulation of reuse water to Lake Inverell
- Half basket ball court
- Graffiti wall
- Silo and lane way murals
- Upgrade of the Tingha Sports Field
- Multipurpose Indoor Sports stadium

Cr King

- Baby Memorial Garden and Remembrance Wall

Cr Watts

- Open shade area for Dulunga Show ground
- Tourism Sign for Delungra
- Baby Memorial Garden and Remembrance Wall

Cr Dight

- Yetman Hall paint external
- Program of activities for youth in villages includes transport
- Investigate the development for residential blocks in small villages

Cr Baker

- BMX Track
- Up lighting in the CBD Trees
- Roof for equestrian centre
- Upgrade to Inverell Pound
- Silo murals

McCosker

- Upgrade to Inverell Pound
- Gilgai Cycling track

Cr Berryman

- Byron St CBD Redevelopment
- Upgrade of Jones Rd to Green Valley
- Drainage of Murray Street so road works can be completed

It was also noted that Sports Council should be approached for suggestions and I C YOUth Centre proposal should be considered as part of the discussion.

At 4:57pm, Cr Paul King left the meeting.

At 4:59 pm, Cr Paul King returned to the meeting.

RESOLUTION 2019/73

Moved: Cr Di Baker

Seconded: Cr Kate Dight

That:

- i) The information be noted;*
- ii) That Councillors submit projects for possible inclusion in a revised Delivery Plan for the 2017-21 period; and*
- iii) The following projects be included in the State/Federal Government Prospectus:*
 - a) Public Safety*
 - Extend solar light program*
 - Extend CCTV in Inverell CBD*
 - Emergency Broadcast Centre*
 - b) Telecommunications*
 - Public Wi-Fi in Inverell CBD*
 - NBN Wireless facilities to Phone Towers in villages*
 - c) Recreation/Culture*
 - Improve lighting at Art Gallery and Art Walk*
 - Inclusive Amenities Block at Sports Complex*
 - Redevelopment of Inverell Pool*
 - Mountain Bike Track Upgrade*
 - Upgrade Gilgai Hall*
 - d) Transport/Economic*
 - Widening of MR 187*
 - 'Black spots' on Ashford/Graman Road*
 - Upgrade of Holdfast Tarwoona and Keetah Roads*
 - Upgrade Taylor Avenue/Bannockburn Road intersection*
- iv) Council receive a report to further consider additional items for possible inclusion in a revised Delivery Plan for the 2017-21 period; and projects to be submitted to either State or Federal Government, should funding opportunities become available.*

CARRIED

At 4:57pm, Cr Paul King left the meeting.

At 4:59 pm, Cr Paul King returned to the meeting.

8 INFORMATION REPORTS

At 5:08 pm, Cr Paul Harmon left the meeting.

Cr Anthony Michael assumed the chair.

8.1 SEPTIC TANK APPROVALS FOR JUNE 2019

8.2 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENTS DURING JUNE 2019

8.3 ORDINANCE ACTIVITIES REPORT FOR JUNE 2019

8.4 LETTER OF APPRECIATION - SAPPHIRE CITY CONCERT BAND INC

8.5 LETTER OF APPRECIATION - INVERELL SUNRISE CWA

8.6 STAFF MOVEMENTS: - 01 APRIL 2019 TO 30 JUNE 2019

8.7 LETTER OF APPRECIATION - YETMAN CARAVAN PARK

8.8 LETTERS OF APPRECIATION

Moved: Cr Jacki Watts
Seconded: Cr Anthony Michael

That the information reports be received and noted.

CARRIED

At 5:10 pm, Cr Paul Harmon returned to the meeting and resumed the chair.

The Meeting closed at 5.11pm.

The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 28 August 2019.

.....
CHAIRPERSON

3 DISCLOSURE OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS

4 PUBLIC FORUM

5 ADVOCACY REPORTS

Nil

6 COMMITTEE REPORTS**6.1 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 14 AUGUST 2019**

File Number: S13.5.2/12 / 19/28923

Author: Kristy Paton, Temporary Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 14 August, 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, 14 August, 2019, be received and noted.

6.1.1 Project Control Group Meeting Minutes 22 July 2019 - Yetman Road Ulupna Reconstruction Project Stage 2**RECOMMENDATION:**

That the information be received and noted.

6.1.2 Project Control Group Meeting Minutes 22 July 2019 - MR 187 Yetman Road Cucumber Creek to Wallangra Reconstruction**RECOMMENDATION:**

That the information be received and noted.

6.1.3 DA-74/2019 - Demolition of the existing NSW Police building & structures, site preparation works, construction and use of new Police building; and ancillary works including signage - 109 Otho Street, Inverell**RECOMMENDATION:**

That the information be received and noted.

6.1.4 DA-65/2019 - TWO (2) INTO FOUR (4) LOT SUBDIVISION - 24 CHURCH STREET, GILGAI

RECOMMENDATION: *that Development Application 65/2019 be approved subject to the following conditions of consent:*

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 two (2) into four (4) lot subdivision;

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).*

DURING SUBDIVISION WORKS

3. *To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the carrying out of subdivision works:*

- *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 Lands Titles Office.*

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. 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.
5. Prior to issue of a Subdivision Certificate, the existing carport is to be removed and the proposed cantilevered carport constructed on proposed Lot 101. The new cantilevered carport is to be same dimensions and in the same location as the removed carport.
6. Prior to the issue of a Subdivision Certificate, electricity and telecommunications services are to be provided to all lots. The proponent is required to submit to Council, certificates from:
 - An approved electricity service provider indicating that satisfactory arrangements have been made for the provision of electricity to each lot in the subdivision.
 - An approved telecommunications service provider indicating that satisfactory arrangements have been made for the provision of telecommunications to each lot in the subdivision.

Note: Subject to the requirements of the electricity service provider, the power supply for proposed Lot 101 will need to be relocated.

7. Prior to issue of a Subdivision Certificate, inter-allotment drainage is to be provided along the common boundaries of the four (4) proposed lots.

Prior to construction of this inter-allotment drainage, plans of the inter-allotment drainage, prepared by a suitably qualified engineer, are to be submitted to and approved by Council. These plans are to show piped and surface drainage paths, including kerbs as necessary beneath fences, to direct drainage to Church Street.

8. Prior to the issue of a Subdivision Certificate, contributions/fees must be paid to Council for sewer supply to proposed Lots 102, 103 and 104. This will require payment to Council of:
 - A Contribution under Council's Development Servicing Plan No. 1 for 1 equivalent tenement, for proposed Lots 102, 103 and 104; and
 - A sewer junction fee in accordance with Council's fees and charges for proposed Lot 103.

Note: Existing sewer junctions will serve proposed Lots 101, 102 and 104.

9. Prior to the issue of a Subdivision Certificate, contributions/fees must be paid to Council for water supply to proposed Lots 101, 103 and 104. This will require payment to Council of:
 - A Contribution per lot under Council's Development Servicing Plan No. 1 for 1 equivalent tenement, for proposed Lots 101, 103 and 104; and
 - A water connection fee in accordance with Council's fees and charges for Lots 101, 103 and 104.

Note: The existing water service is to be retained for proposed Lot 102.

10. Prior to the issue of a Subdivision Certificate, a Community Services Contribution per lot must be paid to Council pursuant to Section 94 of the Environmental Planning and Assessment Act 1979 for Lots 102 and 103.
11. Prior to issue of a Subdivision Certificate, a concrete access crossing is to be constructed from the kerb in Church Street to the boundary of Lots 101 and 104. The location of the access is to be in accordance with the approved plan. Prior to the commencement of this

work the applicant is required to:

- *Apply to Council for approval under Section 138 of the Roads Act 1993 to install a paved vehicular access across the footpath (a copy of the application form is enclosed); and*
- *Contact Council for footpath levels so that the driveway can be constructed to provide vehicle access onto the site.*

The installation of the vehicular access crossing must be carried out under the supervision of Council and the applicant must give Council two (2) working days' notice to inspect the formwork prior to pouring any concrete.

All work is to be completed to the standard approved by Council, at the applicant's expense.

12. *Prior to issue of a Subdivision Certificate, the access handles for Lots 101 and 104 are to be:*

- *Concreted 3 metres wide; and*
- *Incorporate a landscaping strip 500mm wide, being located:*
 - *On the northern side of the concrete access for proposed Lot 101; and*
 - *On the southern side of the concrete access for proposed Lot 104.*

A minimum 50% of the landscaping is to comprise plant species with a full growth height of at least 1.5 metres.

Prior to construction of the access handles, plans nominating the concrete and landscaping details are to be submitted and approved by Council.

All landscaping is to be maintained in a reasonable manner, in perpetuity.

13. *Any other condition deemed appropriate by the Director Civil and Environmental Services.*

6.1.5 Gravel Resheet program 2019/20

RECOMMENDATION:

That:

- i. The 2019/20 Gravel Resheeting Program as presented be adopted; and*
- ii. The adopted program be placed on Council's website for the information of the community.*

6.1.6 Bitumen Resurfacing Program 2019/20

RECOMMENDATION:

That:

- i. The 2019/20 Bitumen Resurfacing Program as presented be adopted; and*
- ii. The adopted program be placed on Council's website for the information of the community.*

6.1.7 Tingha Water Standpipe Operation

RECOMMENDATION: *that the Tingha Standpipe operation be changed from the current Avdata Australia revenue collection system to a coin operated collection system, and the standpipe usage charge be applied at Council's standpipe sales charge, currently \$2.00/kl.*

6.1.8 Inverell Sewage Treatment Plant Effluent Options**RECOMMENDATION:**

That:

- 1. Council not request further investigations be undertaken into the feasibility of redirecting treated effluent from Inverell Sewage Treatment Plant to Lake Inverell Dam to supplement river flow.*
- 2. That investigations be undertaken into the feasibility of redirecting treated effluent from Inverell Sewage Treatment Plant to other areas including the Inverell Golf Course, Inverell Show Ground, Riverdale Turf Farm, Inverell Race Course or alternately agricultural pursuits in close proximity to the treatment plant.*

9 Procurement of Bitumen and Aggregate Services - 2019/2020 - Bitumen Resealing Program**RECOMMENDATION:**

That Council accept the quotation from Colas under a full service contract for the 2019/2020 Resealing Program.

ATTACHMENTS:

- 1. Minutes of Civil and Environmental Services Committee Meeting 14 August, 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, 14 AUGUST 2019 AT 9.00 AM**

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

IN ATTENDANCE:

COUNCILLORS: Cr Paul King, Cr Jacki Watts, Cr Anthony Michael (Deputy Mayor), Cr Kate Dight.

STAFF: Paul Henry (General Manager), Brett McInnes (Director Civil & Environmental Services), Scott Norman (Director Corporate & Economic Services), Justin Pay (Manager Civil Engineering), Michael Bryant (Manager Environmental Engineering) and Anthony Alliston (Manager Development Services).

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Stewart Berryman

Seconded: Cr Mal Peters

That the Minutes of the Civil and Environmental Services Committee Meeting held on 10 July, 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 Di Baker declared a pecuniary interest in Item 7.1 Procurement of Bitumen and Aggregate Services - 2019/2020 - Bitumen Resealing Program. Cr Baker stated that her interest arises as she is a shareholder in Boral.

Cr Di Baker declared a non-pecuniary interest in Item 6.3 DA-74/2019 - Demolition of the Existing NSW Police Building & Structures, Site Preparation Works, Construction and Use of New Police Building; and Ancillary Works Including Signage - 109 Otho Street, Inverell DA which has been referred to the Joint Regional Planning Panel (JRPP). Cr Baker stated that her interest arises as she is a member of the JRPP.

Mr McInnes declared a non-pecuniary interest in Item 6.3 DA-74/2019 - Demolition of the Existing NSW Police Building & Structures, Site Preparation Works, Construction and Use of New Police Building; and Ancillary Works Including Signage - 109 Otho Street, Inverell DA which has been referred to the Joint Regional Planning Panel (JRPP). Mr McInnes advised that his interest arises as he is a member of the JRPP.

4 PUBLIC FORUM

Nil

5 DESTINATION REPORTS**5.1 DA-65/2019 - TWO (2) INTO FOUR (4) LOT SUBDIVISION - 24 CHURCH STREET, GILGAI****COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Stewart Berryman

The Committee recommend to Council that:

Development Application 65/2019 be approved subject to the following conditions of consent:

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 two (2) into four (4) lot subdivision;

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).*

DURING SUBDIVISION WORKS

3. *To safeguard the local amenity, reduce noise nuisance and to prevent environmental pollution during the carrying out of subdivision works:*

- *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 Lands Titles Office.*

PRIOR TO ISSUE OF SUBDIVISION CERTIFICATE

4. *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.*
5. *Prior to issue of a Subdivision Certificate, the existing carport is to be removed and the proposed cantilevered carport constructed on proposed Lot 101. The new cantilevered carport is to be same dimensions and in the same location as the removed carport.*
6. *Prior to the issue of a Subdivision Certificate, electricity and telecommunications services are to be provided to all lots. The proponent is required to submit to Council, certificates from:*
 - *An approved electricity service provider indicating that satisfactory arrangements have been made for the provision of electricity to each lot in the subdivision.*
 - *An approved telecommunications service provider indicating that satisfactory arrangements have been made for the provision of telecommunications to each lot in the subdivision.*

Note: Subject to the requirements of the electricity service provider, the power supply for proposed Lot 101 will need to be relocated.

7. *Prior to issue of a Subdivision Certificate, inter-allotment drainage is to be provided along the common boundaries of the four (4) proposed lots.*

Prior to construction of this inter-allotment drainage, plans of the inter-allotment drainage, prepared by a suitably qualified engineer, are to be submitted to and approved by Council. These plans are to show piped and surface drainage paths, including kerbs as necessary beneath fences, to direct drainage to Church Street.
8. *Prior to the issue of a Subdivision Certificate, contributions/fees must be paid to Council for sewer supply to proposed Lots 102, 103 and 104. This will require payment to Council of:*
 - *A Contribution under Council's Development Servicing Plan No. 1 for 1 equivalent tenement, for proposed Lots 102, 103 and 104; and*
 - *A sewer junction fee in accordance with Council's fees and charges for proposed Lot 103.*

Note: Existing sewer junctions will serve proposed Lots 101, 102 and 104.

9. *Prior to the issue of a Subdivision Certificate, contributions/fees must be paid to Council for water supply to proposed Lots 101, 103 and 104. This will require payment to Council of:*
 - *A Contribution per lot under Council's Development Servicing Plan No. 1 for 1 equivalent tenement, for proposed Lots 101, 103 and 104; and*
 - *A water connection fee in accordance with Council's fees and charges for Lots*

101, 103 and 104.

Note: The existing water service is to be retained for proposed Lot 102.

10. *Prior to the issue of a Subdivision Certificate, a Community Services Contribution per lot must be paid to Council pursuant to Section 94 of the Environmental Planning and Assessment Act 1979 for Lots 102 and 103.*
11. *Prior to issue of a Subdivision Certificate, a concrete access crossing is to be constructed from the kerb in Church Street to the boundary of Lots 101 and 104. The location of the access is to be in accordance with the approved plan. Prior to the commencement of this work the applicant is required to:*
 - *Apply to Council for approval under Section 138 of the Roads Act 1993 to install a paved vehicular access across the footpath (a copy of the application form is enclosed); and*
 - *Contact Council for footpath levels so that the driveway can be constructed to provide vehicle access onto the site.*

The installation of the vehicular access crossing must be carried out under the supervision of Council and the applicant must give Council two (2) working days' notice to inspect the formwork prior to pouring any concrete.

All work is to be completed to the standard approved by Council, at the applicant's expense.

12. *Prior to issue of a Subdivision Certificate, the access handles for Lots 101 and 104 are to be:*
 - *Concreted 3 metres wide; and*
 - *Incorporate a landscaping strip 500mm wide, being located:*
 - *On the northern side of the concrete access for proposed Lot 101; and*
 - *On the southern side of the concrete access for proposed Lot 104.*

A minimum 50% of the landscaping is to comprise plant species with a full growth height of at least 1.5 metres.

Prior to construction of the access handles, plans nominating the concrete and landscaping details are to be submitted and approved by Council.

All landscaping is to be maintained in a reasonable manner, in perpetuity.

13. *Any other condition deemed appropriate by the Director Civil and Environmental Services.*

S375A Record of Voting	Councillors For:	Councillors Against:
Harmon	√	
Watts	√	
Berryman	√	
Peters		√
McCosker		√

CARRIED

5.2 GRAVEL RESHEET PROGRAM 2019/20**COMMITTEE RESOLUTION**

Moved: Cr Stewart Berryman

Seconded: Cr Paul Harmon

The Committee recommend to Council that:

- i. The 2019/20 Gravel Resheeting Program as presented be adopted; and*
- ii. The adopted program be placed on Council's website for the information of the community.*

CARRIED

5.3 BITUMEN RESURFACING PROGRAM 2019/20**COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Stewart Berryman

The Committee recommend to Council that:

- i. The 2019/20 Bitumen Resurfacing Program as presented be adopted; and*
- ii. The adopted program be placed on Council's website for the information of the community.*

CARRIED

5.4 TINGHA WATER STANDPIPE OPERATION**COMMITTEE RESOLUTION**

Moved: Cr Stewart Berryman

Seconded: Cr Neil McCosker

The Committee recommend to Council that the Tingha standpipe operation be changed from the current Avdata Australia revenue collection system to a coin operated collection system, and the standpipe usage charge be applied at Council's Standpipe Sales charge, currently \$2.00/KL.

CARRIED

5.5 INVERELL SEWAGE TREATMENT PLANT EFFLUENT OPTIONS**COMMITTEE RESOLUTION**

Moved: Cr Stewart Berryman

Seconded: Cr Paul Harmon

The Committee recommend to Council that:

- 1. Council not request further investigations be undertaken into the feasibility of redirecting treated effluent from Inverell Sewage Treatment Plant to Lake Inverell Dam to supplement river flow.*
- 2. That investigations be undertaken into the feasibility of redirecting treated effluent from Inverell Sewage Treatment Plant to other areas including the Inverell Golf Course, Inverell Show Ground, Riverdale Turf Farm, Inverell Race Course or alternately agricultural pursuits in close proximity to the treatment plant.*

CARRIED

5.6 PROCUREMENT OF BITUMEN AND AGGREGATE SERVICES - 2019/2020 - BITUMEN RESEALING PROGRAM**COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Stewart Berryman

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

- d(i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.*

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 PROJECT CONTROL GROUP MEETING MINUTES 22 JULY 2019 - YETMAN ROAD ULUPNA RECONSTRUCTION PROJECT STAGE 2****6.2 PROJECT CONTROL GROUP MEETING MINUTES 22 JULY 2019 - MR 187 YETMAN ROAD CUCUMBER CREEK TO WALLANGRA RECONSTRUCTION**

At 9:45 am, Cr Di Baker and Mr McInnes left the meeting having previously declared a non-pecuniary interest in Item 6.3 DA-74/2019 - Demolition of the Existing NSW Police Building & Structures, Site Preparation Works, Construction and Use of New Police Building; and Ancillary Works Including signage - 109 Otho Street, Inverell.

Cr Harmon assumed the Chair.

6.3 DA-74/2019 - DEMOLITION OF THE EXISTING NSW POLICE BUILDING & STRUCTURES, SITE PREPARATION WORKS, CONSTRUCTION AND USE OF NEW POLICE BUILDING; AND ANCILLARY WORKS INCLUDING SIGNAGE - 109 OTHO STREET, INVERELL

At 9:50 am Cr Di Baker and Mr McInnes re-joined the meeting.

Cr Baker resumed the Chair.

6.4 WORKS UPDATE

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Stewart Berryman

That the information reports be received and noted.

CARRIED

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

At 9:51 am, Cr Di Baker left the meeting having previously declared a pecuniary interest in Item 7.1 procurement of Bitumen and Aggregate Services – 2019/2020.

Cr Harmon assumed the Chair.

At 9.52am, the Chairperson noted that no members of the public or press were in attendance at the meeting therefore the Committee proceeded to consider the motion to close the meeting to the press and public.

COMMITTEE RESOLUTION

Moved: Cr Stewart Berryman

Seconded: Cr Mal Peters

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

CARRIED

COMMITTEE RESOLUTION

Moved: Cr Neil McCosker

Seconded: Cr Mal Peters

That Council proceeds out of Closed Committee into Open Committee.

CARRIED

Upon resuming Open Committee at 9.56am, 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:

7.1 PROCUREMENT OF BITUMEN AND AGGREGATE SERVICES - 2019/2020 - BITUMEN RESEALING PROGRAM

That the Committee recommended to Council that Council accept the quotation from Colas under a full service contract for the 2019/2020 Resealing Program.

CARRIED

ADOPTION OF RECOMMENDATIONS**COMMITTEE RESOLUTION**

Moved: Cr Mal Peters

Seconded: Cr Stewart Berryman

That the recommendations of Closed Committee be adopted.

At 9.57am Cr Baker re-joined the meeting.

The Meeting closed at 9.57am

The minutes of this meeting were confirmed at the Civil and Environmental Services Committee held on 11 September 2019.

.....
CHAIRPERSON

6.2 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 14 AUGUST 2019

File Number: S13.5.2/12 / 19/28927

Author: Kristy Paton, Temporary Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 14 August, 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, 14 August, 2019, be received and noted.

6.1.1 Submission on IPART Report into Rating

RECOMMENDATION:

That:

1. *Council makes a submission on the relevant recommendations of the IPART review of the Local Government Rating System.*
2. *That the submission reflects the details of the report.*

6.1.2 Request for Sponsorship - Tingha Sport and Recreation Bowling Club Inc.

RECOMMENDATION:

That Council take premium sponsorship of the Tingha Sport and Recreation Bowling Club Inc for their Inaugural "Mine for Cash" mixed triples bowls Carnival being held on 16 November, 2019 to the value of \$1000.

6.1.3 Inverell Community Garden - Donation Request

RECOMMENDATION:

That Council contributes \$200 towards advertising, promotion and technical assistance associated with a community screening of the visionary film '2040' as a fundraiser for the relocation of the Inverell Community Gardens.

That Council invite the Executive of the Inverell Community Gardens to present their Strategic Plan for the Community Gardens including plans for long term financial sustainability.

6.1.4 Murray Darling Association - Membership 2019/20**RECOMMENDATION:**

That Council thank the Murray Darling Association (MDA) for the invitation to join the association but decline to join at this time.

6.1.5 Governance – Monthly Investment Report**RECOMMENDATION:**

That:

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

6.1.6 Land Matters**RECOMMENDATION:**

That:

- 1. The General Manager be authorised to submit an offer for the land at the amount agreed to in closed meeting;*
- 2. The purchase be subject to any terms and conditions as negotiated by the General Manager;*
- 3. The land be classified as operational land; and*
- 4. When Council's acquisition program is complete that Council invite expressions of interest in the acquisition of the entire parcel of land owned by Council.*

ATTACHMENTS:

- 1. Minutes of Economic and Community Sustainability Committee Meeting 14 August, 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, 14 AUGUST 2019 AT 10.30 AM**

PRESENT: Cr Jacki Watts (Chair), Cr Paul King, Cr Paul Harmon, Cr Kate Dight and Cr Anthony Michael.

IN ATTENDANCE:

COUNCILLORS: Cr Stewart Berryman, Cr Neil McCosker, Cr Di Baker, Cr Mal Peters

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

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul King

That the Minutes of the Economic and Community Sustainability Committee Meeting held on 10 July, 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 PUBLIC FORUM

Nil

5 DESTINATION REPORTS

5.1 SUBMISSION ON IPART REPORT INTO RATING

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Kate Dight

That the Committee Recommend to Council that:

- 1. Council makes a submission on the relevant recommendations of the IPART review of the Local Government Rating System.*

2. *That the submission reflects the details of the report.*

CARRIED

5.2 REQUEST FOR SPONSORSHIP - TINGHA SPORT AND RECREATION BOWLING CLUB INC.

COMMITTEE RESOLUTION

Moved: Cr Paul King
Seconded: Cr Kate Dight

That the Committee recommend to Council that Council take Premium Sponsorship of the Tingha Sport and Recreation Bowling Club Inc for their Inaugural "Mine for Cash" Mixed Triples Bowls Carnival being held on 16 November, 2019 to the value of \$1000.

CARRIED

5.3 INVERELL COMMUNITY GARDEN - DONATION REQUEST

COMMITTEE RESOLUTION

Moved: Cr Michael

That the report be received and noted.

The motion lapsed for the want of seconder.

Moved: Cr Kate Dight
Seconded: Cr Paul King

That the Committee recommend to Council that Council contributes \$500 towards advertising, promotion and technical assistance associated with a community screening of the visionary film '2040' as a fundraiser for the relocation of the Inverell Community Gardens.

LOST

Moved: Cr Anthony Michael
Seconded: Cr Paul Harmon

That the Committee recommend to Council that Council contributes \$200 towards advertising, promotion and technical assistance associated with a community screening of the visionary film '2040' as a fundraiser for the relocation of the Inverell Community Gardens.

CARRIED

Moved: Cr Anthony Michael
Seconded: Cr Paul King

That the Committee recommend to Council that Council invite the Executive of the Inverell Community Gardens to present their Strategic Plan for the Community Gardens including plans for long term financial sustainability.

CARRIED

5.4 MURRAY DARLING ASSOCIATION - MEMBERSHIP 2019/20

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon
Seconded: Cr Anthony Michael

That the Committee recommend to Council that Council thank the Murray Darling Association (MDA) for the invitation to join the association but decline to join at this time.

CARRIED

5.5 LAND MATTERS

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael
Seconded: Cr Paul Harmon

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.

CARRIED

6 GOVERNANCE REPORTS

6.1 GOVERNANCE - MONTHLY INVESTMENT REPORT

COMMITTEE RESOLUTION

Moved: Cr Kate Dight
Seconded: Cr Anthony Michael

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

Cr Anthony Michael left the meeting at 11.25am.

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

At 11.28am, the Chairperson noted that no members of the public or press were in attendance at the meeting therefore the Committee proceeded to consider the motion to close the meeting to the press and public.

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Kate Dight

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

CARRIED

Cr Anthony Michael returned to the meeting at 11.32am.

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Paul Harmon

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

CARRIED

Upon resuming Open Committee at 11.40am, 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:

7.1 LAND MATTERS

That the Committee recommend to Council that:

- a) The General Manager be authorised to submit an offer for the land at the amount agreed to in closed meeting;*
- b) The purchase be subject to any terms and conditions as negotiated by the General Manager;*
- c) The land be classified as operational land; and*
- d) When Council's acquisition program is complete that Council invite expressions of interest in the acquisition of the entire parcel of land owned by Council.*

ADOPTION OF RECOMMENDATIONS

COMMITTEE RESOLUTION

Moved: Cr Anthony Michael

Seconded: Cr Paul Harmon

That the recommendations of Closed Committee be adopted.

CARRIED

The Meeting closed at 11.41am.

The minutes of this meeting were confirmed at the Economic and Community Sustainability Committee held on 11 September 2019.

.....
CHAIRPERSON

6.3 AUDIT RISK AND IMPROVEMENT COMMITTEE MINUTES - 22 AUGUST 2019

File Number: S13.5.2/12 / 19/29774

Author: Scott Norman, Director Corporate and Economic Services

SUMMARY:

Meeting held on Thursday, 22 August, 2019.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

Receipt of Minutes:

RECOMMENDATION:

That the Minutes of the Audit Risk and Improvement Committee held on Thursday, 22 August, 2019, be received and noted.

6.3.1 IT Superusers Policy

RECOMMENDATION:

The Committee

- 1. Received the report,*
- 2. Recommend the draft policy on IT Super Users to the Management Team.*

6.3.2 Credit Card Use Policy

RECOMMENDATION:

The Committee

- 1. Received the report,*
- 2. Recommend the draft policy on credit card use to the Management Team.*

6.3.3 Interim Management Letter 2018-19

RECOMMENDATION:

The Committee received the report and noted the information.

6.3.4 Audit of the Risk Management Framework S4.11.21/03**RECOMMENDATION:**

The Committee receive the report and recommend to Council that:

- 1. The recommendations contained in the report be implemented, and*
- 2. Internal audits be conducted concurrently on the first two risks prioritised in the recommended Internal Audit Program, those being,*
 - a. Procurement and Contract Management*
 - b. Employee Wellbeing, Culture and Ethics*

6.3.5 WHS Update Report**RECOMMENDATION:**

The Committee received and noted the progress report.

6.3.6 Actions From ARIC Training May 2019**RECOMMENDATION:**

That the Committee is asked to review the list for completeness and prioritise any proposed actions.

6.3.7 Statewide Mutual Risk Initiatives**RECOMMENDATION:**

That the Committee receive the report and recommend to Council

1. To take advantage of Statewide Mutual Free Board Initiative Number 7 – Insurable Risk Analysis – Service 1 (Identification through Scenario Analysis) for the 2019-20 Financial Year.
2. To complement this, Council should also engage JLT to complete Insurable Risk Analysis – Service 2 (Asset Insurance Index Review); and also
3. That the Committee request a report on the outcomes of the review.

6.3.8 Outstanding Actions Report**RECOMMENDATION:**

The Committee received the report and noted the information provided.

ATTACHMENTS:

- 1. Minutes of Audit Risk and Improvement Committee Meeting 22 August, 2019**

**MINUTES OF INVERELL SHIRE COUNCIL
AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON THURSDAY, 22 AUGUST 2019 AT 10.00 AM**

1 ATTENDANCE

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

Also in attendance: Scott Norman (Director Corporate & Economic Services), Paul Pay (Manager Financial Services), Sally Williams (Corporate Support Officer – Governance), Fiona Adams (Manager Integrated Planning and Reporting), Alex Rainger (Risk Coordinator); Todd Dewey (Crowe Horwath) and Kylie Ellis (Crowe Horwath).

2 APOLOGIES

Paul Henry (General Manager).

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender (Independent Member)

That the Minutes of the Audit Risk and Improvement Committee Meeting held on 29 May, 2019, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

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

NIL

5 PRESENTATION FROM STATEWIDE MUTUAL

SUMMARY:

Keely Autry and Adam Hellier from Statewide Mutual provided a presentation on Statewide Mutual's operations and the insurance climate. The Mutual has 118 members and has been working with councils since 1993. Ms Autry considers, collectively, councils have a diverse risk profile, with their area of operations encompassing everything from sewage treatment plants to roads, however, in general this is underpinned by thorough processes and procedures, meaning they are relatively attractive to underwriters.

A copy of the 'JLT Public Sector Risk Report 2019' was tabled, which names emerging risks which include financial sustainability, cyber incidents / IT infrastructure, reputation risk, natural catastrophes / climate change and property and infrastructure management as the top five risks.

6 RISK MANAGEMENT FRAMEWORK & CONTROLS REPORTS**6.1 IT SUPERUSERS POLICY S4.11.21/02****SUMMARY:**

The Committee reviewed and discussed the draft policy for IT Super Users. The Committee questioned the ability of any manager to instigate an IT Super User. It was confirmed that only the IT Manager has control over administering Citrix users and therefore IT Super User status and department managers will be consulted to determine the needs of their staff.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee

1. *Receive the report,*
2. *Recommend the draft policy on IT Super Users to the Management Team.*

CARRIED**6.2 CREDIT CARD USE POLICY S4.11.21/01****SUMMARY:**

The Committee questioned the priority of an internal audit for credit card use. It was confirmed that it will be a part of the internal review however it is not a priority to hold a separate audit for this matter as it was subject to audit at the interim external audit.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee

1. *Receive the report,*
2. *Recommend the draft policy on credit card use to the Management Team.*

CARRIED

7 EXTERNAL ACCOUNTABILITY REPORTS

7.1 INTERIM MANAGEMENT LETTER 2018-19 S4.11.21/02

SUMMARY:

The Committee discussed the implementation of position papers on emerging accounting issues.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee receive the report and note the information.

CARRIED

8 INTERNAL AUDIT PROGRAM REPORTS

8.1 AUDIT OF THE RISK MANAGEMENT FRAMEWORK S4.11.21/03

SUMMARY:

This report presented internal audit of the ISC Risk Framework completed by Crowe Horwath

Proposed order priorities for the Internal Audit Plan in 2019-2020 are:

1. Procurement and Contract Management
2. Employee Wellbeing, Culture and Ethics
3. General IT Controls
4. General Financial Controls (Expenditure Incl. Credit Cards)

The committee have recommended for 1 and 2 to be conducted concurrently. 3 and 4 contingent on budget, which will be reviewed at the next ARIC committee meeting.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee receive the report and recommend to Council that

1. *The recommendations contained in the report be implemented, and*
2. *Internal audits be conducted concurrently on the first two risks prioritised in the recommended Internal Audit Program, those being,*
 - a. *Procurement and Contract Management*
 - b. *Employee Wellbeing, Culture and Ethics*

CARRIED

9 GENERAL BUSINESS REPORTS

9.1 WHS UPDATE REPORT S4.11.21/02

SUMMARY:

The committee were informed that implementation of the WHS Audit recommendations has progressed well. The working Group has met regularly with the priorities being redevelopment of documentation of safe work methods (currently in the process of being signed off), contract management procedure (awaiting training to progress further) and the implementation of the Vault reporting system.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee receive and note the progress report.

CARRIED

9.2 ACTIONS FROM ARIC TRAINING MAY 2019 S4.11.21/02

SUMMARY:

The committee discussed a list of possible actions arising from the training and agreed that it would be best to individually review the list for completeness, prioritise actions and propose any new actions prior to the next ARIC committee meeting.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee is asked to review the list for completeness and prioritise any proposed actions

CARRIED

9.3 STATEWIDE MUTUAL RISK INITIATIVES S27.3.2

SUMMARY:

It was recommended that the most appropriate program of assessment offered by JLT for Statewide Mutual for ARIC to implement is the Insurable Risk Analysis program, with Chain of Responsibility program being the second recommendation.

COMMITTEE RESOLUTION

Moved: Mrs Nicky Lavender (Independent Member)

Seconded: Cr Kate Dight

That the Committee receive the report and recommend to Council

- 1. To take advantage of Statewide Mutual Free Board Initiative Number 7 – Insurable Risk Analysis – Service 1 (Identification through Scenario Analysis) for the 2019-20 Financial*

Year.

2. *To complement this, Council should also engage JLT to complete Insurable Risk Analysis – Service 2 (Asset Insurance Index Review); and also*
3. *That the Committee request a report on the outcomes of the review.*

CARRIED

9.4 OUTSTANDING ACTIONS REPORT S4.11.21/02

SUMMARY:

The purpose of this report is to provide the Committee with an update of the status of previously resolutions with actions that remain incomplete.

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Mrs Nicky Lavender (Independent Member)

That the Committee receive the report and note the information provided.

CARRIED

10 OTHER BUSINESS

Maintaining of Policies

The ARIC discussed the importance of maintaining up to date policies and requested a report on the currency of Council and Management policies.

External Audit

Manager Financial Services advised that draft financial statements will be circulated approximately 6 September, 2019.

11 NEXT MEETING

It was agreed that an ARIC meeting will preferably be held 16 October, 2019. Date to be confirmed.

The Meeting closed at 12:01pm.

The minutes of this meeting were confirmed at the Audit Risk and Improvement Committee held on 16 October 2019.

.....
CHAIRPERSON

6.4 WASTE MANAGEMENT SUNSET COMMITTEE MEETING MINUTES - 28 AUGUST 2019**File Number:** S31.9.3 / 19/28896**Author:** Nicole Riley, Administration Coordinator**SUMMARY:**

A Waste Management Sunset Committee meeting is to be held at 9.00am, Wednesday, 28 August, 2019. It is intended that the minutes from this meeting be tabled at the Council meeting.

RECOMMENDATION:

That a supplementary report on this matter be received.

COMMENTARY:

This report is intended to request Council to accept the tabling of the Waste Management Sunset Committee meeting minutes, which is to be held at 9.00am on Wednesday, 28 August, 2019.

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

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

Nil

7 Destination Reports

7.1 DELIVERY PLAN AMENDMENTS AND FUNDING OPPORTUNITIES

File Number: S4.13.2 / 19/28482

Author: Paul Henry, General Manager

SUMMARY:

Councillors suggested a number of projects that may be suitable for inclusion in the current Council Delivery Plan. This meeting is requested to determine which of these suggested projects should be placed in the Delivery Plan.

The projects for the Stronger Country Communities Fund (SCCF) also need to be determined.

RECOMMENDATION:

That:

- a) Councillors determine which projects should be included in the 2017-21 Delivery Plan, and*
- b) That the projects for submission to the Stronger Country Communities Fund (Round 3) be determined.*

COMMENTARY:

Council is requested to determine two (2) matters:

1. Additional items for inclusion in the 2017-21 Delivery Plan, and
2. Which projects should be submitted to the State Government for funding from the Stronger Country Communities Fund (Round 3).

A. DELIVERY PLAN

At the July Council Meeting, Councillors suggested a range of projects/activities that may be considered for inclusion in the 2017-21 Delivery Plan. These suggestions are detailed below together with:

- Staff commentary on required activities to deliver the project; and
- Possible funding sources that could be available to undertake the project.

Please refer to **Appendix 1** for these details.

B. STRONGER COUNTRY COMMUNITIES FUND

Advice has been received from the Deputy Premier, Mr Barilaro, that the third round of the Stronger Country Communities Fund is now open, and applications will be received up until 30 September, 2019.

This round has two (2) components:

- i) General Category – projects that deliver community benefits,
- ii) Youth Category – projects or programs that have a ‘youth focus’

This round is open to both Councils and Community Groups. Therefore, there is no guarantee that Council will receive any of the available funding.

The allocation for the Inverell Shire Area is \$830K.

If Council accepts the projects detailed in Appendix 1, as an addendum to the Delivery Plan, and considers the existing projects listed in Council's State/Federal Government Prospectus, the following suggested projects best meet the guidelines for the SCCF and could be delivered within the nominated timeframe (30/6/2020).

1. Youth Component

- Continuation of Council's Annual Program of 'Youth Activities', including an expansion of the activities available to the residents in villages (3 years).
Cost: \$150K
- Public Art/Graffiti Wall
Cost: \$20K
- Portable Stage
Cost: \$50K
- Half Court Basketball Court
Cost: \$50K

2. General Component

CBD Upgrades, including free WiFi
Cost: TBD

Note: These funds are not guaranteed to be provided to Council as community Groups may also make application to this fund.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. **Delivery Plan Projects 2019/20**

1	Suggestion	INVESTIGATE THE CONSTRUCTION OF AN 'ADVENTURE PLAYGROUND'
	Method	<ul style="list-style-type: none"> • Prepare draft concept plans • Determine the preferred location • Identify the site/construction/maintenance issues to be addressed • Prepare 'final' concept plans for Council determination
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue ○ State or Federal Grant Opportunities
2	Suggestion	CONSTRUCT A HALF COURT BASKETBALL FACILITY
	Method	<ul style="list-style-type: none"> • Prepare design/costing • Determine the preferred location • Identify the site/construction/maintenance issues to be addressed
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue ○ SCCF (Round 3) – Youth Component
3	Suggestion	CONSTRUCT A GRAFFITI WALL
	Method	<ul style="list-style-type: none"> • Determine the preferred location • Prepare the management plan for the facility • Prepare 'final' concept plan for Council determination
	Funding Source(s)	<ul style="list-style-type: none"> ○ SCCF (Round 3) – Youth Component
4	Suggestion	PREPARE A PUBLIC ART PROPOSAL (SILO/WATER RESERVOIR/LANEWAYS)
	Method	<ul style="list-style-type: none"> • Investigate site/implementation/maintenance issues to be addressed • Prepare proposal for Council consideration
	Funding Source(s)	<ul style="list-style-type: none"> ○ Annual Public Art vote (revenue) ○ State or Federal Grant Opportunities ○ Foundation for Rural Renewal

5	Suggestion	UPGRADE SPORTING FACILITIES AT TINGHA
	Method	<ul style="list-style-type: none"> • Cost the existing upgrade plans of the Recreation Reserve Trust/Tingha Tigers • Assist Trust and sporting groups prepare a management plan for the upgraded facilities • Obtain consent of Trust/Council for final proposal
	Funding Source(s)	<ul style="list-style-type: none"> ○ Club NSW Grant ○ SCCF (Round 3) – Youth Component ○ Revenue
6	Suggestion	IMPROVE FACILITIES AT DELUNGRA SHOWGROUND
	Method	<ul style="list-style-type: none"> • Assist Showground Trust prepare a grant application for a picnic shelter • Install a local tourist sign near shelter
	Funding Source(s)	<ul style="list-style-type: none"> ○ Crown Land Reserve Improvement Fund ○ Foundation for Rural Renewal ○ SCCF (Round 3)
7	Suggestion	INSTALL A ‘BABY REMEMBRANCE WALL’ IN A SUITABLE PUBLIC PLACE
	Method	<ul style="list-style-type: none"> • Invite the support group to finalise concept by providing comment on the finance and management of the wall • Final concept submitted to Council for determination • Council to identify a draft site for the memorial • Invite Community comment on the ‘preferred site’ • Council to determine location and construction timetable for memorial
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue
8	Suggestion	PAINT EXTERIOR OF THE YETMAN HALL
	Method	<ul style="list-style-type: none"> • Engage painting contractor
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue ○ Foundation for Rural Renewal Grant
9	Suggestion	PREPARE A PROGRAM OF YOUTH ACTIVITIES TARGETING YOUTH IN THE SHIRE’S VILLAGES, INCLUDING TRANSPORT OPTIONS
	Method	<ul style="list-style-type: none"> • Staff to expand the existing school vacation activity program to increase the range of village based activities
	Funding Source(s)	<ul style="list-style-type: none"> ○ SCCF (Round 3) – Youth Component ○ Other State Government Grant Opportunities

10	Suggestion	INVESTIGATE THE AVAILABILITY OF LAND SUITABLE FOR RESIDENTIAL DEVELOPMENT IN THE SHIRE'S VILLAGES NOTE: THIS WORK HAS BEEN UNDERTAKEN FOR DELUNGRA AND GILGAI
	Method	<ul style="list-style-type: none"> • Council staff undertake a 'desktop' investigation of Council records
	Funding Source(s)	<ul style="list-style-type: none"> ○ Council's salary vote
11	Suggestion	INVESTIGATE 'DECORATIVE LIGHTING EFFECTS' FOR CBD
	Method	<ul style="list-style-type: none"> •
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue
12	Suggestion	INSTALL A ROOF OVER A PORTION OF THE EQUESTRIAN CENTRE
	Method	<ul style="list-style-type: none"> • Design structure • Identify construction/installation/maintenance issues • Council to consider concept
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue
13	Suggestion	UPGRADE DOG POUND NOTE: A NEW POUND WOULD HAVE TO BE CONSTRUCTED AS AN UPGRADE OF EXISTING FACILITIES WOULD BE UNECONOMICAL/INEFFICIENT
	Method	<ul style="list-style-type: none"> • Alternative site identified • Design plans and estimated costs considered by Council • Council to determine next action
	Funding Source(s)	<ul style="list-style-type: none"> ○ Revenue
14	Suggestion	UPGRADE JONES ROAD (TO GREEN VALLEY FARM)
	Method	<ul style="list-style-type: none"> • • •
	Funding Source(s)	<ul style="list-style-type: none"> ○ Growing Local Economies Grant ○ Revenue
15	Suggestion	IMPROVE DRAINAGE IN MURRAY STREET
	Method	<ul style="list-style-type: none"> • • •
	Funding Source(s)	<ul style="list-style-type: none"> ○ Drainage Levy ○ Revenue

16	Suggestion	CONTINUE WITH THE IMPLEMENTATION OF THE TCRP
	Method	<ul style="list-style-type: none">• Council to consider....
	Funding Source(s)	<ul style="list-style-type: none">○ Revenue○ Urban Works Program○ SCCF (Round 3) – General Component○ Building Better Regions Fund

7.2 SAPPHIRE CITY MOTOR SPORTS CLUB - UPDATE**File Number:** S21.8.18 / 19/28941**Author:** Paul Henry, General Manager**SUMMARY:**

Council is in receipt of correspondence from the Sapphire City Motor Sports Club regarding their use of the Graman Recreation Reserve. Council is being asked to consider the Club's long term needs.

RECOMMENDATION:*That:*

- a) The information be noted; and*
- b) Council provide assistance to the Sapphire City Motor Sports Club to examine the most suitable site for the long term needs of the Club.*

COMMENTARY:

In February, 2019 Council considered a report on the use of the Graman Recreation Reserve, following representations from two (2) residents of Graman that live in 'close proximity' to the Reserve.

Council resolved to inform the Club of the following position of Council:

'That:

- i) Council require the Sapphire City Motor Sports Club to rehabilitate the site to the satisfaction of Council;*
- ii) Formally advise the Sapphire City Motor Sports Club to cease using the reserve unless any activities are undertaken in accordance with the original proposal;*
- iii) Advise the Sapphire City Motor Sports Club that Council is not prepared to provide it's consent for the submission of a Development Application for a concrete (burnout) pad until all other matters have been satisfactorily resolved; and*
- iv) Council commences discussions with the Sapphire City Motor Sports Club with a view to try and identify a site that would be more suitable to their actual long term interests'.*

a) Response from the Club

The Club has provided a detailed response to the resolved position of Council refer **Attachment 1**.

b) Additional Information

Since February, 2019 two (2) residents of Graman (not the residents living in close proximity to the Reserve) have phoned Council to express support for the Club and their activities in Graman.

Also, the Club has conducted an event since February, 2019. No commentary from members of the public has been received.

c) Development of Club's Future Plans

Council expressed a wish for the Club to give consideration to their business plan and in particular the future direction/development that the Club wishes to pursue.

The business plan would also include an examination of the range of possible sites for the Club's operation – taking into account the possible expanded range of Club activities.

A meeting has been held with Club representatives to discuss the development of the Club's business plan. However a detailed examination of records on available Crown Land is yet to be undertaken. The Club has expressed interest in obtaining Council's assistance with this task.

RISK ASSESSMENT:

Nil.

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

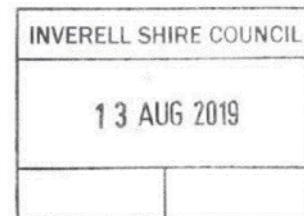
ATTACHMENTS:

1. **Correspondence from the Sapphire City Motor Sports Club re: Use of Graman Recreation Reserve**



SAPPHIRE CITY MOTOR SPORTS CLUB INC.
P.O.Box 933
Inverell NSW 2360

Ph. 0408688426



12 August 2019

Mr Paul Henry

General Manager
Inverell Shire Council
144 Otho Street
INVERELL NSW 2360

Dear Mr Henry,

We refer to previous correspondence and our meeting with Council on 21st June 2019.

We note the Destination Report presented at both the 13 February and 27 February meetings and the resolutions regarding the use of the Graman Recreation Reserve by the Sapphire City Motor Sports Club Inc.

- i) Council require the Sapphire City Motor Sports Club to rehabilitate the site to the satisfaction of Council.**

With regards to this resolution, we note the Club has started addressing the issues raised within the report presented to Council.

In photograph 1 contained within the report, we note the tyre stacks surrounding trees and some parts of the event space are a requirement of our CAMS (Confederation of Australian Motor Sport) registration. However, we note the complainants concern that the tyre wall closest to Graman Village may be a fire hazard and have such removed this section as this placement was above and beyond the requirements of CAMS.

Photograph 6 of the report shows a trench parallel to the gravel road. We note as soon as we are able this will be filled to comply with the request to do so.

Please also find attached our photographs showing the work we have already undertaken in accordance with this resolution.

- ii) Formally advise the Sapphire City Motor Sports Club to cease using the reserve unless any activities are undertaken in accordance with the original proposal.**

In our original agreement with Council, we note we were not to hold more than four (4) events per year. We note we hold a maximum of 4 events per year at the Graman Recreation Reserve, with some years not reaching this number. We note the complainants have suggested that Club members

are using the event space during working bees. If this happens, they are usually working bees combined with an event and are included within the 4 events we are able to hold per year.

We also acknowledge that we are not to do any permanent construction on the Graman Recreation Reserve. All construction performed at Graman Recreation Reserve by the Club is not permanent and can be easily removed if needed. We note photograph 4 of the Destination Report depicting barricades and fencing adjacent to the event space and that these are placed in line with our CAMS requirements, however, the poles of the structures have been hammered into the ground and are not cemented in place as a permanent structure would have been.

We note through all correspondence with Council we have referred to our events with the term Motorkhana, which is the correct term under CAMS regulations. In particular, our correspondence dated 28 October 2013 where we enclosed a copy of the CAMS handbook noting the definition as *"a meeting including only events designed to test the acceleration, braking and general manoeuvrability of the vehicles and the skill and judgement of the crew members. Motorkhanas may be conducted on a sealed or unsealed surface, and must not be, or include, a speed event. The term Motorkhana shall include the terms 'autokhana', 'gymkhana' and the like."* We note the nature of our events have not changed since our original agreement, with the exception of the number of competitors slightly increasing as interest in our Club and events grow and the excess dust caused by the extended drought currently facing our community. To rectify the dust issue raised by the complainants we will endeavour to water the event space more frequently during events to try and control the problem. The only reason this was not done prior was to try and conserve water as we are aware that some may consider it as wasteful considering the extent of the drought we are enduring.

Our original agreement also entailed us not removing trees. We note the complainants have said trees were removed by a dozer. This is simply untrue, there have been no trees removed since the construction of the fence, as approved by Council and Crown Lands, in 2016. We note if trees have fallen over the event space during storms, they are relocated on site, not removed.

iv) Council commences discussions with the Sapphire City Motor Sports Club with the view to try and identify a site that would be more suitable to their actual long term interests.

With reference to this resolution, we note the Club is willing to communicate with Council and Crown Lands more frequently regarding other venues. This includes being willing to write to Crown Lands to determine if there are any other available sites that suit our needs. However, the Club is certain that the Graman Recreation Reserve is the right place for us to continue our events and activities because it already has many of the facilities present, such as toilets, fencing and suitable space. We would also note the effort and time the Club members have used in preparing the Graman Reserve to the current standard consistent with the CAMS regulations suitable for the events we hold.

We would also like to mention that our Club has greatly increased the number of memberships since having access to and use of the Graman Recreation Reserve. We note we have gone from 16 members to over 65 in this time. We believe this shows the community engagement and support of our Club as well as enthusiasm for our events.

The events the Club runs at the Graman Reserve draw interest from other towns and these people often spend additional time in Inverell using local businesses such as motels, food services and more. We believe this is important tourism that will only help Inverell grow. We also believe this tourism will only increase as the interest in our events also grows.

Kind Regards,

The Sapphire City Motor Sports Club Inc

D 10

DESTINATION REPORTS
TO CIVIL & ENVIRONMENTAL SERVICES COMMITTEE MEETING
13/02/2019

D 10



This Photo is the
one sent to us
with the original
complaint

Photograph 1- A large number of tyres has been stacked on corners of the track and around trees.



This Photo was taken
on the 4th August
2019

As you can see we
have addressed this
complaint

7.3 PROPERTY ACQUISITION STANDARDS**File Number:** S4.2.1 / 19/29073**Author:** Paul Henry, General Manager**SUMMARY:**

Standards and minimum requirements have been developed by the NSW Government which commit acquiring authorities to improving the experience of property owners, while ensuring that project objectives are delivered. Council is being asked to adopt the new Standards.

RECOMMENDATION:

That Council adopt the new Property Acquisition Standards.

COMMENTARY:

The Department of Finance, Services and Innovation (DFSI) has produced revised Property Acquisition Standards that apply to all acquiring authorities in NSW, including General Purpose and County Councils.

The objectives of the revised Property Acquisitions Standards are to:

- establish key requirements for all agencies that undertake acquisitions under the Land Acquisition (Just Terms Compensation) Act 1991;
- commit all acquiring authorities to improving the experience of property owners when dealing with the compulsory acquisition of their land; and
- Increase the consistency and transparency of the compulsory acquisition process, across all acquiring authorities.

Key Points

- The Property Acquisition Standards, establish the key requirements for all agencies to comply with, when undertaking acquisitions under the Land Acquisition (Just Terms Compensation) Act 1991.
- The Property Acquisition Standards apply to all general purpose and county councils as they do to other acquiring authorities in NSW.
- Councils must apply these changes to future acquisitions.
- When making an application for approval to acquire land under the *Land Acquisition (Just Terms Compensation) Act 1991*, Councils will need to be able to provide evidence they have complied with the revised Property Acquisition Standards, for acquisitions where the Standards apply.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Standards to be adopted as policy position of Council.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil.

LEGAL IMPLICATIONS:

Nil.

ATTACHMENTS:

1. Property Acquisition Standards



Property Acquisition Standards

1. Property owners will be treated fairly and with empathy and respect.

- a) During the statutory six month negotiation period, acquiring authorities must make a reasonable effort to meet face-to-face with impacted property owners.
- b) In determining the compensation payable for market value, an acquiring authority must consider any applicable evidence supplied by the property owner. Where there is reasonable evidence to support it, an acquiring authority should resolve any minor discrepancies in market valuation in favour of the property owner.

2. Property owners will be provided with clear information about their rights.

- a) Prior to commencing negotiations, acquiring authorities must provide impacted property owners with clear and concise information about the acquisition process and their rights and obligations under the *Land Acquisition (Just Terms Compensation) Act 1991*.
- b) Acquiring authorities must issue property owners with a letter advising of the acquiring authority's statutory obligation to make a genuine attempt to acquire the land by agreement, and that the minimum six month negotiation period commences when the property owner receives the letter.

3. Property owners will be supported throughout the acquisition process with assistance tailored to meet individual circumstances.

- a) Acquiring authorities must provide an appropriately trained primary point of contact to undertake the Personal Manager function by helping residential property owners navigate the acquisition process.
- b) Acquiring authorities must provide an appropriately trained person to undertake the Community Place Manager function by providing timely and accurate information to the community on all relevant infrastructure projects that require property acquisitions.
- c) Acquiring authorities must ensure that all personal or commercially sensitive information is managed safely and securely.

4. The acquisition process will be consistent across projects and acquiring authorities.

- a) Any valuation commissioned by an acquiring authority must be consistent with Valuation and Property Standards jointly issued by the Australian Property Institute and the Property Institute of New Zealand.
- b) Acquiring authorities must exchange valuation reports with property owners as soon as practicable after both parties have received their final respective valuations, and where the property owner is willing to do so.

5. The Government will monitor and report publicly on the effectiveness of the land acquisition process.

- a) Acquiring authorities must capture and store accurate, comprehensive and current data for all property acquisition activity.
- b) Acquiring authorities must report as required to the Centre for Property Acquisition on acquisition activity.
- c) Acquiring authorities must invite property owners to participate in the acquisition feedback process managed by the Centre for Property Acquisition at a time and through a channel which is appropriate for the property owner.

7.4 URBAN WORKS PROGRAM

File Number: S28.21.1/12 / 19/29540

Author: Justin Pay, Manager Civil Engineering

SUMMARY:

This report has been provided to give Council an update in relation to the Urban Works Program. The opportunity exists to identify priority project/s for the 2019/20 Urban Works Program.

RECOMMENDATION:

That Council identify what project/s it wishes to further pursue for the 2019/20 Urban Works Program.

COMMENTARY:

Each year Council identifies particular projects to be completed as part of its Urban Works Program.

Background

In March 2016 Council considered a detailed report that was presented to inform future Urban Works Programs. The report contained a table that listed a range of urban works projects nominated in apparent order of priority. The table was populated on the basis of Councillor identified priorities and renewal projects from Council's asset management system. The nominated projects were considerably in excess of one (1) years program. The original table and a status update (blue text) has been provided below for the information of the Councillors.

No	Project	Issue	Desktop Estimate/Status
1	<i>Chisholm Street (Brae St to Brown St)</i> Project completed.	<i>Minimal gravel in road shoulder and under existing kerb and gutter, pavement and kerb and gutter extremely deformed due to garbage truck access. Causing significant drainage issues and effecting access to properties</i>	Completed
2	<i>Old Bundarra Road Pavement Rehab (Macintyre St to Lions Park)</i> Project completed.	<i>The sealed pavement has reached the end of its useful life and has significant defects, rutting, roughness, edge breaks and potholing. Currently significant maintenance burden to maintain safe and trafficable surface.</i>	Completed
3	<i>PAMP/Cycleway Program</i> Ongoing. Council has a \$44k allocation in the 2019/2020 budget. It is proposed to re-vote \$43k from 2018/19 to match RMS funding during the 2019/20 period.	<i>Grant applications made to complete further missing links in 2019/20. Council needs to fund their 50% contribution to the grant received from the RMS to construct additional cycleways along Arthur Street.</i>	Ongoing \$87K (Council Contribution)
4	<i>Captain Cook Drive / Wood St intersection pavement and asphalt.</i> Project completed.	<i>Section of pavement on the corner behind Royal Hotel Motel deformed due to water ingress and high heavy vehicle use. Section to have pavement rehabilitated and Asphalt surface applied.</i>	Completed

5	<p><i>Gilchrist Street Shoulders, Kerb and Gutter replacement (Bannockburn Rd to Jack St)</i></p> <p>Project completed.</p>	<p><i>Kerb and Gutter has reached end of useful life. Pavement is thin and weak and deformed due to garbage truck. Project would complete rehab of Gilchrist St</i></p>	Completed
6	<p><i>Town Centre Renewal Plan Works</i></p> <p>Council adopted the enhancement concepts contained in the TCRP to guide the future development of the town centre in May 2014. Since that time implementation works have been undertaken as part of the 2014/15, 2015/16 and 2016/17 Urban Works Program. The Otho Street renewal was a significant TCRP project completed in 17/18</p>	<p><i>Council has adopted the design concepts contained in the TCRP to guide the future development of the town centre. This project is ongoing with Council determining what components have been funded on an annual basis.</i></p>	<p>Ongoing</p> <p>Separate comments have been provided below in regards to future staging and cost estimates for this project.</p>
7	<p><i>Mansfield Street - New Kerb and Gutter including pavement upgrade (Bennett St to SH12)</i></p> <p>This project has not been funded. Commencement of project contingent upon upgrade of SH12 and Mansfield Street intersection.</p>	<p><i>Final block of Mansfield St upgrade. Pavement in this block at end of useful life, significant maintenance required to keep surface safe and trafficable. Contingent upon SH12 upgrades at intersection.</i></p>	<p>\$270K. Note this figure is Mansfield St works only. It does not include intersection treatment and turning lanes on SH12. These works are estimated at approx. \$750K.</p>
8	<p><i>Intersection black spots Mansfield Street</i></p> <p>Project completed.</p>	<p><i>Various intersecting streets with Mansfield Street have significant crash history.</i></p>	Completed
9	<p><i>Cloonan Tce - New Kerb and Gutter including pavement upgrade</i></p> <p>This project has commenced and has not yet been funded. Survey work has been completed and the project placed on the design priority list.</p>	<p><i>Current pavement is failing and lack of completed Kerb and Gutter is causing drainage and access problems for residents.</i></p>	\$210K
10	<p><i>Chester Street</i></p> <p>It is intended that this project be addressed at the same time as the Bundarra Road, SH12, and Chester Street intersection upgrade.</p>	<p><i>Pavement and Kerb and Gutter severely deformed and in need of rehab. Drainage issues, ponding of water and extremely rough surface.</i></p>	<p>\$450K per block (3 blocks priority further 2 lower priority) doesn't include SH12 intersection upgrade</p>

11	<p><i>Granville St</i></p> <p>This project has commenced and has not yet been funded. Survey work has been completed and the project placed on the design priority list.</p>	<p><i>Pavement and Kerb and Gutter severely deformed and in need of rehab. Drainage issues, ponding of water and extremely rough surface.</i></p>	<p><i>\$450K per block (2 blocks priority further 2 lower priority)</i></p>
12	<p><i>Lawrence Street - New Kerb and Gutter</i></p> <p>This project has commenced and has not yet been funded. Survey work has been completed and the project placed on the design priority list.</p>	<p><i>Missing links of kerb and gutter including pavement rehab from Henderson Street to end of street.</i></p>	<p><i>\$600K</i></p>

2019/20 Urban Works Program

There is \$512,700 currently available in the urban works program for 2019/20, these funds are yet to be allocated to a specific project/s. This provides the Committee with the opportunity to nominate projects from the previous planning work undertaken or to identify new projects for further investigation. There may also be the opportunity to supplement the urban works program with related grant funding and/or revotes from the 2018/19 budget. Additional information will be provided to Council in this regard.

Additional Urban Works Projects

There are a number of other urban based projects identified for 2019/20. These projects are proposed to be funded in addition to Council's dedicated urban works budget and include:

- Rifle Range Road, next stage of Industrial Subdivision (Industry Development Fund),
- Completion of Sports Complex Upgrade (grant funding and Special Projects allocation),
- Continued design and planning Bundarra Road, Gwydir Highway and Chester Street intersection upgrade (Federal Government funding, State Government funding and previous Urban Works allocation),
- Oliver Street Extension to Swanbrook Road (Strategic Capital Infrastructure Fund).

Town Centre Renewal Plan (TCRP)

At its October 2018 meeting, Council allocated funds for the 2018/19 Urban Works Program. In doing so it resolved, *inter alia* that, "as part of the ongoing Inverell Town Centre Redevelopment Plan, that detailed site and engineering plans be prepared for Byron Street between Campbell Street and Lawrence Street".

These plans have since been completed and attachment 1 contains a copy of the plans. Full size copies of the plans will be tabled at the Council meeting.

Project Scope

The scope of the works presented in the plans is similar to that completed in Otho Street, between Byron and Evans Street. Including:

- Removal of existing London Plane trees;
- Repair of infrastructure damage associated with street trees;
- Removal of raised mid-block crossings and replacement with at-grade facilities;
- Footpath work adjacent to replaced crossings;

- Construction of an at-grade centre median;
- Planting of trees in centre median;
- Planting of trees in existing kerb blisters;
- Associated services (water and sewer);
- Surface rehabilitation (asphalt replacement); and
- Street furniture renewal

The plans have been costed and a Project Control Group has been formed to undertake pre-construction activities.

Costings

Costings have been prepared for the Byron Street TCRP and are presented in the below table.

Byron Street TCRP Costings			
Block	Asphalt Cost	TCRP Costs	Total Cost
Campbell to Otho	\$79,000	\$621,000	\$700,000
Otho to Vivian	\$246,000	\$594,000	\$840,000
Vivian to Lawrence	\$316,000	\$1,087,000	\$1,403,000
Total			\$2,943,000

Note: no contingency has been included in these costings. Any impacts of wet weather or unforeseen project circumstances have not been allowed for.

The length of each block is presented in the below table, for comparison.

Block	Length of Proposed Construction
Campbell to Otho	86m
Otho to Vivian	84m
Vivian to Lawrence	177m

Should Council undertake TCRP works in the block between Otho and Vivian Streets, this would remove the need for the recently dedicated loading zone in the laneway between the Premier Store and The General Merchant. It would be the intent for courier vehicles to utilise the centre median for parking. The opportunity would also exist to undertake enhancement works in the laneway to provide a more attractive pedestrian link between the two (2) major retail precincts. No cost estimates have been provided for such works at this point in time.

Asphalt

The Asphaltic Cement (asphalt) surfacing in Byron Street is reaching the end of its useful life. Roads and Maritime Services resurfaced the traffic lanes on the Otho Street to Campbell Street section (State Highway) in 2013. As such the traffic lanes in this section are in good condition and do not require resurfacing. The parking lanes in this section do require attention.

The asphalt in the Otho Street to Lawrence Street section of Byron Street (kerb to kerb) requires replacement to avoid damage to the underlying pavement. While Council staff have undertaken significant routine maintenance over recent years to prolong the life of the asset, it is becoming economically unviable to continue this practice. The uneven surface that has resulted from deteriorating asphalt also leads to a safety risk for road users, particularly pedestrians. Attachment 2 contains photos showing the extent of surface defects. These defects require remediation via replacement of asphalt surface.

Irrespective of the TCRP project, if the above asphalt replacement works are not completed in a timely manner, there will be significant risk to the underlying pavement. Engineering staff estimate that the Otho to Vivian section requires replacement by December 2020 and the Vivian to

Lawrence section requires replacement by December 2021. If significant pavement defects were to eventuate, the project to rehabilitate them would be costly and require considerable impact on the operation of the CBD.

It would be reasonable for the asphalt renewal works in Byron Street be funded from Council's recurrent roads budget.

Programming of Works

In developing the above costings, the Project Control Group considered many options regarding programming of the works. The two (2) main factors impacting the timeframe for the project are:

- Works not commencing until early after the New Year, so as not to impact on the busy Christmas trade for retailers.
- Completion of works prior to mid-May so that trees can be planted and asphalt laid during suitable climatic conditions.

Ideally, asphalt works in Inverell's climatic zone should be completed prior to the end of April. The costings provided allow for additional construction equipment and a higher rate of wastage given the potential for colder temperatures. Expert advice has indicated that autumn is the most appropriate time for mature tree plantings giving them the best opportunity to establish and reducing the watering burden in the initial stages.

Should the TCRP works proceed, it is recommended that a similar construction period to the Otho Street project be adopted. This allows works to take place during a traditionally quieter trading period and conclude with planting during the optimal period. While providing the greatest degree of suitability, this January to mid May timeframe whilst providing the greatest degree of suitability does restrict the amount of work that can be completed during this period.

The below table shows the estimated construction duration for each individual block of Byron Street.

Byron Street TCRP Construction duration	
Block	Total Duration
Campbell to Otho	10 weeks
Otho to Vivian	10 weeks
Campbell to Vivian (concurrently)	16 weeks
Vivian to Lawrence	17 weeks

The above constraints allow for a 19-week construction window. Council does not have sufficient internal resources (human resources and plant) to complete the entire length of Byron Street from Campbell to Lawrence in a 19-week window. If Council were to resolve to complete this project in the above time frame, a significant amount of contract specialised labour and plant would be required. Completing the project in this fashion would also come at significant risk, given the length of trench required to be open at any single point in time. Heavy rain has the capacity to significantly delay progress and, if the rain cannot be kept out of the trench, damage to the trench walls may occur. Completing the project in this fashion would also have a more pronounced impact on traffic movements through Byron Street during construction.

Given the above constraints and risks, the Project Control Group strongly recommends that if this project is to proceed, it be staged over at least two (2) years. The recommended staging based on operational needs, ie traffic management, access to construction site and staging of drainage works is:

Stage A – Campbell to Vivian

Stage B – Vivian to Lawrence

There would be no significant operational impacts if each individual street block were to be treated as a discrete project and staged over a longer timeframe (eg 3 years).

Traffic Management

During construction of the Otho Street TCRP, a combination of two (2) discrete traffic management plans was used. During construction of the mid-block crossing, turn around areas were used to limit the amount of parking spaces that were removed during the project. Unfortunately, given the limited distances between the mid-block crossings and intersecting streets, this method will not be possible for the Campbell to Otho and Otho to Vivian sections. Ideally, full closure (no traffic or parking in either direction) of each block for a 15-day period would present optimal construction conditions. This would obviously come with significant impacts on road users, shoppers and business owners.

If the above road closure option is determined not to be viable, traffic management for these sections will require one lane (and associated parking) closure for the full duration of the project. This will also require that the parking conditions for the open lane be changed to parallel for the duration of construction. Given the works required on the mid-block crossing, it will be necessary for the lane closure to be reversed during some periods of the project. Installation of asphalt will require more complex traffic management conditions, with varying lane closures during this stage.

With characteristics of the Vivian to Lawrence section of Byron Street more consistent with Otho Street, traffic management in this section will be similar to the previously completed project. Utilising a combination of lane closures and mid-block turn around points. Asphalt work in this area will also require more complex traffic management conditions, with varying lane closures during this stage.

A number of premises on the north side of Byron Street have access from the rear, via Captain Cook Drive and Sweaney Street. This will aid in limiting the impact on business access during construction.

Conclusion

In 2016, Council undertook a planning exercise that identified a range of future urban works project/s to inform future works programs. A significant number of those projects have since been completed. The opportunity exists to complete further works as part of the 2019/20 Urban Works Program.

Based on the information provided, Council has the opportunity to determine what urban works projects it wishes to pursue during 2019/20. Depending on the project/s Council may also wish to pursue additional funding sources to undertake the works.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Revotes are not yet finalised.

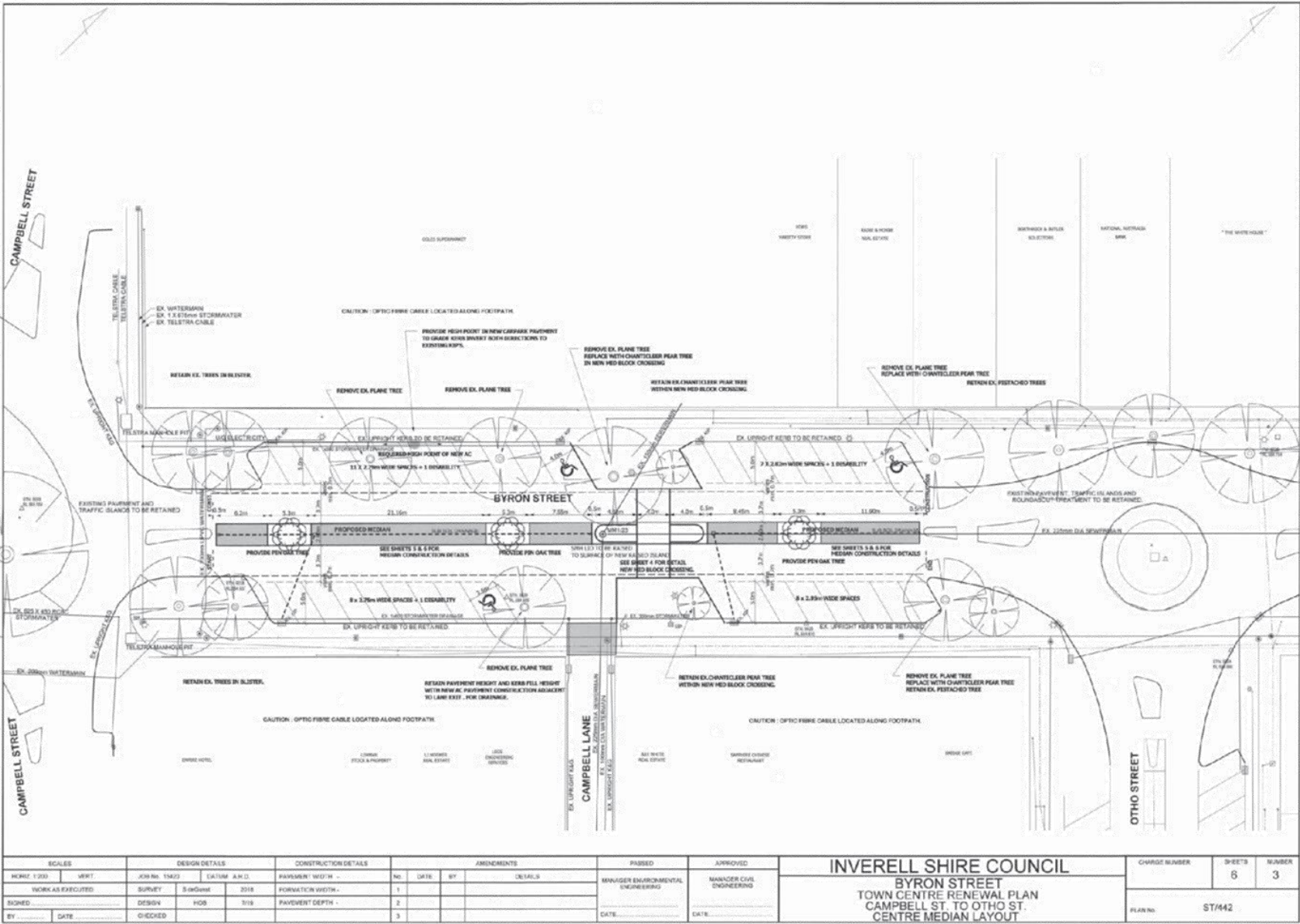
Stronger Country Community Fund grant application is not yet finalised.

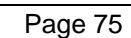
LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. Plans
2. Photos showing extent of surface defects













8 INFORMATION REPORTS**8.1 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENTS DURING JULY 2019****File Number:** S13.5.2/12 / 19/23816**Author:** Nicole Riley, Administration Coordinator**SUMMARY:**

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

DEVELOPMENT APPROVALS, REFUSALS AND VARIATIONS DURING JULY 2019**Development Approvals**

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-29/2019	Mr Glenn Jeffrey John Partridge	124 Trafalgar Lane, GUM FLAT	Concept Development Application - Construction of a dwelling	Nil
DA-50/2019	Rosberg Enterprises Pty Ltd	20 Jack Street, INVERELL	Alterations and additions to dwelling	128,000
DA-52/2019	Mr Robert John Parsons & Mrs Anna Jane Parsons	114 Houghs Lane, GUM FLAT	Change of use - 10a non habitable structure to 1a habitable structure	Nil
DA-57/2019	Mr Ryan Joseph Hansen Daley & Mrs Ana Fiona Daley	43 Brae Street, INVERELL	One (1) into Two Lot Subdivision Single Dwelling Use Only on Proposed Lot 2 fronting Davey Street	Nil
DA-58/2019	Mr Andrew Raymond Greenwood	2 Allambie Crescent, INVERELL	Construct carport	8,000
DA-59/2019	3D Genetics Pty Ltd	939 Pukawidgi Road, BUKKULLA	Construction and operation of cattle yards and holding pens for the purpose of undertaking artificial insemination and associated treatment for production of Wagyu	450,000

			based cattle (Animal Boarding or Training Establishment)	
DA-61/2019	Mr David John Worgan	119 Auburn Vale Road, INVERELL	New Dwelling	400,000
DA-62/2019	Inverell RSM Club Ltd	58-62 Evans Street, INVERELL	RSM Motel - Construct new managers residence above the reception, refit existing managers residence into two (2) motel units and additions to the motel facade	250,000
DA-64/2019	Mr Brian Patrick Kennedy	2A Lake Inverell Drive, INVERELL	Carport	11,530
DA-66/2019	Mr Brett Andrew Kenny & Mrs Elaine Suzanne Kenny	42 George Street, INVERELL	Carport	3,500
DA-67/2019	Decon Building	25 Short Street, GILGAI	New Shed	14,300
DA-68/2019	Inverell Shire Council	3 Miller Street, BONSHAW	Additions to Bonshaw Hall - Construct new toilet block	55,000
DA-69/2019	Mr Steven James Butler	7 Hindmarsh Street, INVERELL	New Verandah	10,000
DA-70/2019	Vinecombe Construction Pty Ltd	31 Shorts Road, TINGHA	Replace shed	20,956
DA-71/2019	Arran Investments Pty Limited	4 Castle Street, MOUNT RUSSELL	Dwelling	370,000
DA-72/2019	Mr Christopher Bird	2090 Nullamanna Road, NULLAMANNA	Demolish dwelling and construct new dwelling	200,000
Monthly estimated value of Approvals: July 2019			16	1,921,286

Development Amendments

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-164/2015/A	Mrs Rosalie	96 Otho Street,	Update Premises Use - Skin	Nil

	Palmer	INVERELL	Penetration	
DA-111/2016/B	Mr Mark Rodney Croft & Mrs Lisa Maree Croft	56 Granville Street, INVERELL	Alterations and additions to dwelling, new shed, install pool - Modification to layout and carport	Nil
Monthly estimated value of Approvals: July 2019			2	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 July 2019.

INFORMATION:

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-29/2019	Mr Glenn Jeffrey John Partridge	124 Trafalgar Lane, GUM FLAT	Concept Development Application - Construction of a dwelling	Nil
Monthly estimated value of Variations to Development Standards Approved: July 2019			1	Nil

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

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-29/2019	J R & J G Dezius Pty Ltd, Mr Bronson Mark McLay & Mrs Amanda McLay	665 Copeton Dam Road, GUM FLAT	Additions to dwelling	121,000
CC-34/2019	Rosberg Enterprises Pty Ltd	20 Jack Street, INVERELL	Alterations and additions to dwelling	128,000

CC-37/2019	Mr Bruce Walker Mackie	8 Victoria Street, INVERELL	Construct new Carport	11,250
CC-38/2019	Mrs Margaret Kaye Butcher	103 Ross Street, INVERELL	Carport	7,500
CC-39/2019	Mr Luke Anthony McMahon	8 Oakland Lane, INVERELL	New Shed	35,000
CC-42/2019	Mr Andrew Raymond Greenwood	2 Allambie Crescent, INVERELL	Construct carport	8,000
CC-44/2019	Mr David John Worgan	119 Auburn Vale Road, INVERELL	New Dwelling	400,000
CC-47/2019	Advance Building Construction (NSW) Pty Ltd	133C Old Bundarra Road, INVERELL 2360	Construct attached dual occupancy dwelling (units 1 & 2)	222,500
CC-48/2019	Mr Brian Patrick Kennedy	2A Lake Inverell Drive, INVERELL	Carport	11,530
CC-49/2019	Mr Brett Andrew Kenny & Mrs Elaine Suzanne Kenny	42 George Street, INVERELL	Carport	3,500
CC-51/2019	Inverell High School	70-92 Brae Street, INVERELL	Sign	Nil
CC-52/2019	Decon Building	25 Short Street, GILGAI	New Shed	14,300
CC-56/2019	Vinecombe Construction Pty Ltd	31 Shorts Road, TINGHA	Replace shed	20,956
Monthly estimated value of Approvals: July 2019			13	983,536

Amended Construction Certificates approved by Council

Nil

Construction Certificates approved by Private Certifier

Nil

Amended Construction Certificates approved by Private Certifier

Nil

COMPLYING DEVELOPMENT CERTIFICATES APPROVED AND AMENDED DURING JULY 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-24/2019	Mrs Erma Botes & Doctor Marthinus Du Toit Botes	34 Caloola Drive, INVERELL	New Shed	18,000
Monthly estimated value of Approvals: July 2019			1	18,000

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 JULY 2019:

<u>Type of Consent</u>	<u>Number</u>	<u>\$ Amount</u>
Construction Certificates – Council Approved	13	983,536
Construction Certificates – Private Certifier	0	NIL
Complying Development – Council Approved	1	18,000
Complying Development – Private Certifier	0	NIL
Totals	14	1,001,536

Estimated Value of Approvals issued in the financial ytd in: **2019/2020 (14) \$1,001,536**
2018/2019 (12) \$1,371,005

ATTACHMENTS:

Nil

8.2 SEPTIC TANK APPROVALS FOR JULY 2019**File Number:** S13.5.2/12 / 19/23819**Author:** Elaine Kenny, Administration Officer**SUMMARY:**

The following details the Septic Tank approvals for July 2019.

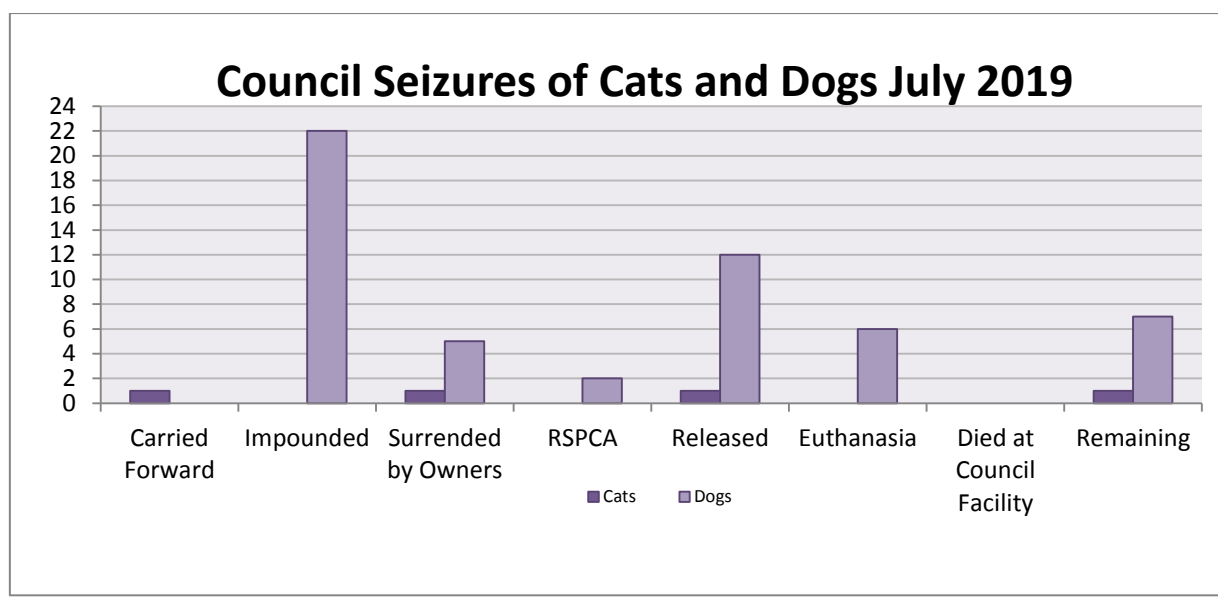
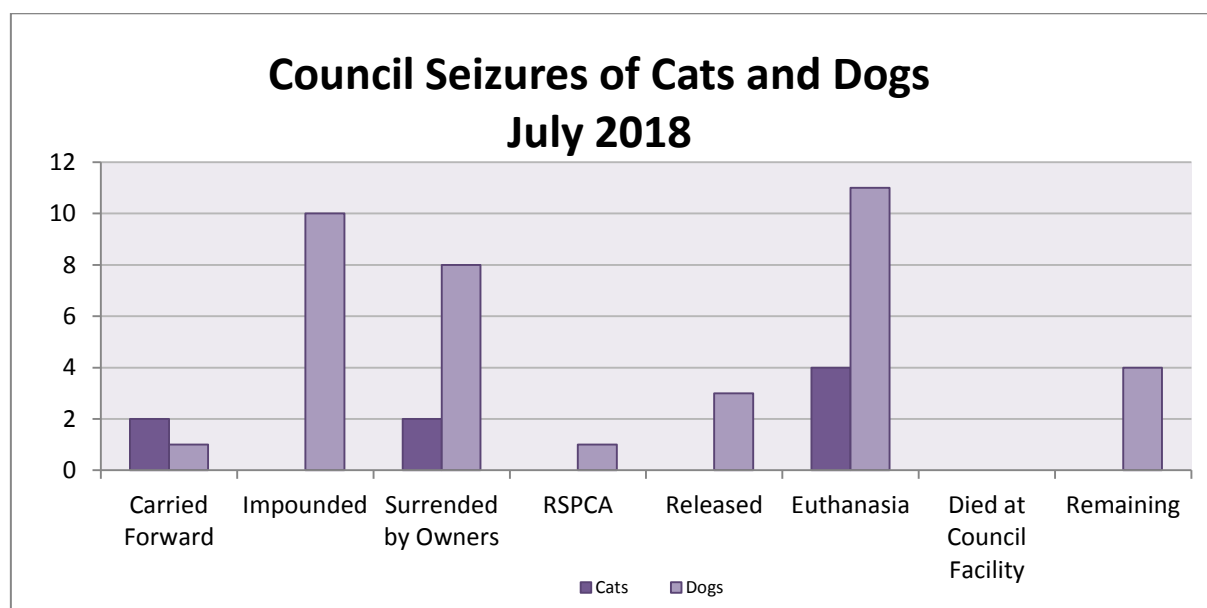
INFORMATION:

<u>Septic Application Number</u>	<u>Applicant</u>	<u>Property</u>
S-21/2018	Mr Brian Robert James & Mrs Sonja Brigita James	240 Halls Lane, BUKKULLA
S-11/2019	Mr Luke Anthony McMahon	8 Oakland Lane, INVERELL

ATTACHMENTS:**Nil**

8.3 ORDINANCE ACTIVITIES REPORT FOR JULY 2019**File Number:** S13.5.2/12 / 19/23824**Author:** Elaine Kenny, Administration Officer**SUMMARY:**

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

INFORMATION:**COMPLIANCE****Inverell Shire Council Pound Monthly Report July 2019****Inverell Shire Council Pound Monthly Report July 2018****ATTACHMENTS:****Nil**

8.4 EMERGENCY SERVICES LEVY**File Number:** S12.13.1 / 19/28846**Author:** Paul Henry, General Manager**SUMMARY:**

Council is in receipt of advice confirming that the NSW Government will fund the first year increase of the Emergency Services Levy. Details are provided for the information of Council.

COMMENTARY:

The NSW Government have announced that it will fund the first year increase of the Emergency Services Levy for all local councils to meet the cost of new workers' compensation arrangements for firefighters. The State's 128 councils will receive \$13.6 million in relief from the NSW Government this financial year to help support firefighters with cancer.

The Government acknowledges that the additional costs presented challenges for councils, particularly those currently affected by the drought and many councils had already developed their 2019-20 Budgets before the invoices for the increased Emergency Services Levy were issued.

The Government will fund the \$13.6 million increase in 2019-20 to alleviate the immediate pressure on local councils. The State's emergency services have been funded through a long standing cost sharing arrangement between insurers, councils and the Government. It is important that this continues into the future to ensure we look after the health and wellbeing of our frontline firefighters.

The Government also committed to consult with the local government sector to better manage the impacts of the Emergency Services Levy especially on annual budgeting cycles.

ATTACHMENTS:**Nil**

8.5 STRATEGIC TASKS - 'SIGN OFF' - AUGUST 2019**File Number:** S4.13.2 / 19/28940**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 August, 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
1 August 2019	Rates levied by service of rates and changes notice (s.562).	Achieved	Rates notices issued 24 July 2019.
16 August 2019	Expected first instalment of 2019-20 Financial Assistance Grants.	Achieved	Received
31 August 2019	First Quarterly rates instalment due (s.562).	On track to be achieved.	Noted. On track.

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of August, 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 GOVERNANCE REPORTS

Nil

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

Nil