

**MINUTES OF INVERELL SHIRE COUNCIL  
ORDINARY COUNCIL MEETING  
HELD AT THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET,  
INVERELL  
ON WEDNESDAY, 24 JUNE 2020 AT 3.00 PM**

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

**IN ATTENDANCE:** Paul Henry (General Manager), Scott Norman (Director Corporate and Economic Services), Paul Pay (Manager Financial Services) and Justin Pay (Manager Civil Engineering).

**1 APOLOGIES**

Nil.

Condolences were offered to Brett McInnes (Director Civil and Environmental Services) for the loss of his Mother. The Mayor spoke on behalf of Councillors saying their thoughts and prayers were with his family.

**2 CONFIRMATION OF MINUTES**

**RESOLUTION 2020/55**

Moved: Cr Jacki Watts  
Seconded: Cr Anthony Michael

*That the Minutes of the Ordinary Meeting of Council held on 27 May, 2020, 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**

Nil

**4 PUBLIC FORUM**

Nil

**5 NOTICES OF BUSINESS**

**5.1 INVESTIGATE MOVING THE 60KM SIGN FURTHER UP YETMAN ROAD TO TAYLOR AVE. S13.5.3**

**MOTION**

Moved: Cr Di Baker  
Seconded: Cr Paul King OAM

That Council investigate moving the 60km speed restriction sign on Yetman Road to a new

location north of Taylor Avenue.

**LOST**

## 5.2 NOTICE OF BUSINESS - DOMESTIC VIOLENCE LEAVE S13.5.3

### MOTION

Moved: Cr Di Baker  
Seconded: Cr Paul King OAM

That Council note that a new clause 21M 'Domestic Violence Leave' has now been included in the Local Government State Award. This clause replicates the intent of Council's policy on assisting staff who are the subject of domestic violence that was introduced in 2017 as part of Council's White Ribbon program.

**LOST**

## 6 QUESTIONS WITH NOTICE

Nil

## 7 ADVOCACY REPORTS

Nil

## 8 COMMITTEE REPORTS

### 8.1 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 10 JUNE 2020

#### RESOLUTION 2020/56

Moved: Cr Stewart Berryman  
Seconded: Cr Di Baker

- i) *That the Minutes of the Civil and Environmental Services Committee held on Wednesday, 10 June, 2020, be received and noted; and*
- ii) *The following recommendations of the Civil & Environmental Services Committee be adopted by Council.*

**CARRIED**

#### 8.1.1 Adoption of Draft Pedestrian Access Mobility and Bike Plans

*That the Draft Pedestrian Access and Mobility Plan 2019-2024 be endorsed for the purpose of placing on public exhibition for 28 days.*

#### 8.1.2 D-33/1992 - Subdivision off Palaroo Lane - Road Naming

*That:*

1. *The appropriate steps be taken to formally name the road running south off Palaroo Lane as "Lorikeet Lane".*

2. Council authorise the General Manager to undertake the road naming in accordance with the NSW Road Regulation 2018.

**8.1.3 Ashford Water Treatment Plant Process Improvements**

*That:*

- i) The report on Ashford Water Treatment Plant Process Improvements be noted; and
- ii) Council seek the support and representation of the Local Member the Honourable Adam Marshall in securing funding from the NSW Government for the emergency response and process improvement works required to the Ashford Water Treatment Plant to treat poor quality raw water from the Severn River during drought periods.

**8.1.4 Governance - Performance Reporting On Road Maintenance Council Contracts**

*That the information be received and noted.*

**8.2 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 10 JUNE 2020**

**RESOLUTION 2020/57**

Moved: Cr Jacki Watts

Seconded: Cr Paul King OAM

- i) That the Minutes of the Economic and Community Sustainability Committee held on Wednesday, 10 June, 2020, be received and noted; and
- ii) The following recommendations of the Economic and Community Sustainability Committee be adopted by Council.

**CARRIED**

**8.2.1 Expiring Licence Agreement - Mr Owen Lewis**

*That:*

- 1. Council renew the agreement with Mr Owen Lewis for Lots 1, 2, 3, 4 & 5, Section 58, DP 979847, Cameron Park, Inverell;
- 2. The licence agreement be for a three (3) year period with a three (3) year option;
- 3. The Licence fee be \$77.61 per annum (GST Inclusive) with an increase of 3% per annum;
- 4. The Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.

**8.2.2 Expiring Licence Agreement - Inverell Polocrosse Inc.**

*That:*

- i) Council renew the agreement with Inverell Polocrosse Inc. for part unformed road off Eddy Park Lane, Rob Roy;

- ii) the licence agreement be for a two (2) year period with a further two (2) year option;*
- iii) the Licence fee be \$131.35 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.*

### **8.2.3 Delivery Plan - Outstanding Issues**

*That:*

- i) The unfunded items on the 2016 - 2020 Delivery Plan be submitted for possible funding under the Federal Government's 'Local Road and Community Fund' and 'Bushfire Recovery Program';*
- ii) Council lobby the State Government to fund the upgrade of the Moore Street entrance from Moore St to Inverell Hospital;*
- iii) The upgrade of the Moore St entrance to the Inverell Hospital be submitted for possible funding under the Federal Government's 'Regional Bushfire Recovery and Development Program'; and*
- iv) The upgrade of the oval lighting at the Ashford Sports Ground be submitted for funding under the "Local Road and Community Fund" or the 'Bushfire Recovery Program'.*

### **8.2.4 Procurement & Disposal Authority Policy**

*That:*

- 1. The revised Procurement & Disposal Authority Policy be adopted; and*
- 2. The General Manager's financial delegation for authorising the procurement of goods and services be increased to \$250,000.*

### **8.2.5 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.*

### **8.2.6 Pricing of Land - Oliver Street**

*That:*

- i) The allotments created by the extension of Oliver Street, Inverell be listed for sale with all Inverell Real Estate Agents, and*
- ii) The price for those allotments be determined by the market price set by Council's authorised real estate Market Appraiser.*

**8.3 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES - 17 JUNE 2020  
S4.11.21**

**RESOLUTION 2020/58**

Moved: Cr Kate Dight  
Seconded: Cr Di Baker

*That a supplementary report on this matter be received.*

**CARRIED**

**SUPPLEMENTARY COMMITTEE REPORT**

**8.4 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES - 17 JUNE 2020  
S4.11.21**

**RESOLUTION 2020/59**

Moved: Cr Kate Dight  
Seconded: Cr Stewart Berryman

*That the Minutes from the Audit Risk and Improvement Committee meeting held on 17 June, 2020 be received and noted.*

**CARRIED**

**9 DESTINATION REPORTS**

**9.1 TERM OF ARIC MEMBERS S4.11.21/02**

**RESOLUTION 2020/60**

Moved: Cr Stewart Berryman  
Seconded: Cr Jacki Watts

*That Council offer to extend the term of the current Audit Risk and Improvement Committee members until 31 August, 2021.*

**CARRIED**

**9.2 EDDY PARK LANE - POLOCROSSE FIELDS S5.2.0/13**

**RESOLUTION 2020/61**

Moved: Cr Jacki Watts  
Seconded: Cr Anthony Michael

*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**

**10 INFORMATION REPORTS**

**RESOLUTION 2020/62**

Moved: Cr Kate Dight

Seconded: Cr Paul King OAM

*That the information reports be received and noted.*

**CARRIED**

**10.1 STRATEGIC TASKS - 'SIGN OFF' - JUNE 2020 S4.13.2**

**10.2 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENTS DURING MAY 2020 S18.10.2/13**

**10.3 ORDINANCE ACTIVITIES REPORT FOR MAY 2020 S18.10.1**

**10.4 SEPTIC TANK APPROVALS FOR MAY 2020 S29.19.1**

**10.5 STATUS OF TOWN WATER SUPPLIES S32.15.19**

**10.6 NEW DATE SET FOR LOCAL GOVERNMENT ELECTIONS 4 SEPTEMBER 2021 S13.7.4/04**

**10.7 FUNDING FOR INVERELL AIRPORT IMPROVEMENTS S15.8.25/12**

**10.8 INVERELL HOSPITAL S24.20.6**

**11 GOVERNANCE REPORTS**

**11.1 ADOPTION OF 2020/2021 OPERATIONAL PLAN AND BUDGET S12.5.3**

**RESOLUTION 2020/63**

Moved: Cr Jacki Watts

Seconded: Cr Kate Dight

*That:*

1. *Voting for Expenditure for 2020/2021*

*That the respective amounts set out in the 2020/2021 Operational Plan and Budget vide*

*Resolution Number 2020/29 be confirmed and voted for the carrying out of the various works and services of the Council for 2020/2021.*

*2. Operational Plan*

*That the 2020/2021 Operational Plan and Budget as exhibited in accordance with Section 405 of the Local Government Act 1993, be adopted.*

*3. Fees and Charges for 2020/2021*

*That the Fees and Charges as adopted on 22 April, 2020, Resolution Number 2020/29, be fixed for 2020/2021 including, the Stormwater Management Charge of \$25.00 per residential assessment, \$12.50 per Residential Strata lot and \$25.00 for Business Premises for each 350 square metres or additional part thereof, subject to a maximum on Business Premises of \$200.*

*4. Fixing of Rates*

*a) General Activities*

*i) Whereas the Estimates of Income and Expenditure of the Consolidated Fund for the year 2020/2021 were adopted by Council on 22 April, 2020, AND WHEREAS such estimates were advertised on Council's website 1 May 2020, and in accordance with S.535 of the Local Government Act, 1993, it is hereby recommended that:*

*RESIDENTIAL – INVERELL*

*A Residential – Inverell rate of 1.4215 cents in the dollar on the 2019 land value of all rateable residential land in the town of Inverell;*

*RESIDENTIAL – GENERAL*

*A Residential - General rate of 0.96753 cents in the dollar on the 2019 land value of all other rateable residential land including the villages of Bonshaw, Wandera, Bukkulla, Graman, Mount Russell, Oakwood, Elsmore, Gum Flat, Little Plain and Nullamanna;*

*RESIDENTIAL VILLAGES – ASHFORD*

*A Residential Villages – Ashford rate of 2.7764 cents in the dollar on the 2019 land value of all rateable residential land in the village of Ashford;*

*RESIDENTIAL VILLAGES – DELUNGRA*

*A Residential Villages – Delungra rate of 1.82393 cents in the dollar on the 2019 land value of all rateable residential land in the village of Delungra;*

*RESIDENTIAL VILLAGES – GILGAI*

*A Residential Villages – Gilgai rate of 1.3252 cents in the dollar on the 2019 land value of all rateable residential land in the village of Gilgai;*

*RESIDENTIAL - YETMAN*

*A Residential Villages – Yetman rate of 2.5804 cents in the dollar on the 2019 land value of all rateable residential land in the village of Yetman;*

RESIDENTIAL - TINGHA

A Residential Villages – Tingha rate of 7.581 cents in the dollar on the 2019 land value of all rateable residential land in the village of Tingha;

BUSINESS – INVERELL INDUSTRIAL / COMMERCIAL

A Business Inverell / Commercial rate of 3.8555 cents in the dollar on the 2019 land value of all non-residential lands zoned as Industrial or Business in the Shire;

BUSINESS – OTHER

A Business – Other rate of 2.655 in the dollar on the 2019 land value of all other business lands in the Shire;

FARMLAND

A Farmland rate of 0.3505 cents in the dollar on the 2019 land value of all rateable land in the Shire being farmland;

RESIDENTIAL RURAL

A Residential Rural rate of 0.66170 cents in the dollar on the 2019 land value of all rateable land that satisfies the description of Rural Residential land as defined by the Local Government Act, 1993;

MINING

A Mining rate of 2.655 cents in the dollar on the 2019 land value of all rateable land in the Shire being mining land (Coal and Metalliferous Mines);

Now be made for the year ending 30 June, 2021;

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

<u>Category/Sub-category</u>	<u>Percentage of levy for Category/Subcategory raised from base amount (must be &lt; 50%)</u>
Residential Inverell	19.18%
Residential General	30.76%
Residential Villages - Ashford	39.88%
Residential Villages - Delungra	38.30%
Residential Villages - Gilgai	34.18%
Residential Villages – Yetman	38.84%
Residential Villages – Tingha	42.18%
Business - Inverell Industrial / Commercial	3.80%
Business - Other	6.95%
Farmland	7.34%
Residential Rural	20.96%
Mining	0.00%



b) *Water Supply*

- i) *whereas the estimates of Income and Expenditure for the Consolidated Fund for the year 2020/2021 were adopted by Council on 22 April, 2020, and whereas such estimates including notice of the proposal to make and levy a charge in connection therewith were advertised on Council's website on 1 May, 2020, it is hereby resolved that a Water Supply Charge of \$375.00 on all land rateable to the Water Supply charge in pursuance of Section 552 of the Local Government Act, 1993, be now made for the year ending 30 June, 2020.*
- ii) *The annual water availability charge for properties with more than one meter be \$375.00 per additional water meter.*
- iii) *A water charge of \$340.00 per assessment (includes first water meter) be adopted for properties within the Tingha Boundary Adjustment area for 2020/2021.*
- iv) *A water charge of \$340.00 per additional water meter be adopted for properties within the Tingha Boundary Adjustment area for 2020/2021.*
- v) *The charge for water consumed and charged for by meter be fixed at \$1.65 per kilolitre for commercial water users.*
- vi) *The charge for water consumed be charged for by meter and be a stepped tariff at a cost of \$1.65 per kilolitre for water consumption between 0 to 600 kilolitres, and \$1.92 for water consumed over 600 kilolitres for all residential users (excludes raw water users, commercial, Abattoirs, Community Facilities),*
- vii) *The charge for water consumed and charged for by meter be fixed at \$0.86 cents per kilolitre for Abattoirs, plus a 20% early settlement discount for 2020/2021,*
- viii) *a charge of \$0.86 per kilolitre be adopted for Community Facilities water consumption; Eligible entities include: Inverell Minor League, Inverell Golf Club, Inverell Tennis Club, Inverell Rugby Club, Gilgai Tennis Club, Inverell Equestrian Council, Inverell Shire Council (Sporting fields and Parks)*
- ix) *The charge for water consumed and charged for by meter be fixed at \$0.42 cents per kilolitre for raw water users.*

c) *Sewerage Services*

- i) *whereas the Estimates of Income and Expenditure for the Consolidated Fund for the year 2020/2021 were adopted by Council on 22 April, 2020, and whereas such Estimates including notice of the proposal to make and levy a charge in connection therewith were advertised on Council's Website on 1 May, 2020, it is hereby resolved that a Sewerage Charge Occupied of \$525.00 on all land rateable to the sewerage charge in pursuance of Section 552 of the Local Government Act, 1993, now be made, excepting any assessment in respect of land not built upon and not supplied with sewerage in which case a Sewerage Charge Unoccupied of \$328.65 for properties not within the Tingha Boundary Adjustment area. A Sewer Charge Unoccupied of \$270 on all rateable properties within the Tingha Adjustment Area.*

*In accordance with Section 501(1) the following charges be made for the year ending 30 June, 2021, for the provision of other sewerage services:*

Hotels/Licensed Clubs Charge \$1,575.00

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

Nursing Homes/Supported Aged Care Sewerage Charge \$2,460.00

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

1 Service = 1 Unit/Flat, e.g. a six (6) Unit/Flat development used for residential purposes on a single General Assessment will pay for six (6) services, i.e. \$2,168.25 for 2020/2021. (that is, one unit at Sewerage Charge Occupied - \$525 plus five units at the Sewerage Charge Unoccupied - \$328.65)

One (1) Duplex = two (2) Units.

Number of Services per Assessment	Annual Charge Per Assessment
1	\$ 525.00
2	\$ 853.65
3	\$ 1,182.30
4	\$ 1,510.95
5	\$ 1,839.60
6	\$ 2,168.25
7	\$ 2,496.90
8	\$ 2,825.55
9	\$ 3,154.20
10	\$ 3,482.85
11	\$ 3,811.50
12	\$ 4,140.15
13	\$ 4,468.80
14	\$ 4,797.45
15	\$ 5,126.10
	etc.

Non-rateable Properties Charges

Schools - w/c's \$86.90\*  
 Other - w/c's \$144.10\*  
 Urinals \$86.90\*

(\* these charges are per receptacle).

Motels Charges

Motel Residence \$525.00  
 Motel Restaurant \$525.00  
 Ensuite/Room per service\* \$164.50

*\* E.g. A six (6) room motel will pay for six (6) services, i.e. \$987.00*

Motel/Hotel Complex Charges

<i>Hotel</i>	<i>\$1,575.00</i>
<i>Motel Residence</i>	<i>\$525.00</i>
<i>Ensuite/Room per service*</i>	<i>\$164.50</i>

*\* E.g. A six (6) room motel will pay for six (6) services, i.e. \$987.00*

Caravan Parks Charges

<i>Caravan Park Residence</i>	<i>\$525.00</i>
<i>Caravan Park Amenities Block</i>	<i>\$1,575.00</i>
<i>Ensuite Cabin per service</i>	<i>\$164.50</i>

**5. Waste Management Charges**

Waste Management Charge

*In accordance with Section 501 of the Local Government Act, 1993, a Waste Management Charge of \$90.00 per assessment be made for the year ending 30 June, 2021, on all rateable land not within the Tingha Boundary Adjustment area.*

*In accordance with Section 501 of the Local Government Act, 1993, a Waste Management Charge of \$75.00 per assessment be made for the year ending 30 June, 2021, on all rateable land within the Tingha Boundary Adjustment area.*

Domestic Waste Management

*In accordance with Section 496 the following charges be made for the year ending 30 June, 2021, for the provision of domestic waste management services:*

<i>i) Domestic Waste Management Charge – Un-Occupied</i>	<i>\$60.00</i>
<i>ii) Domestic Waste Management Charge - Occupied (per service per assessment)</i>	<i>\$340.00</i>
<i>iii) Domestic Waste Management Charge - Occupied Tingha Boundary Adjustment Area – Properties with 140lt garbage bin (per service per assessment)</i>	<i>\$325.00</i>

Other Waste Management Services

*In accordance with Section 502 the following charges be made for the year ending 30 June, 2021, for the provision of other waste management services (Collection from Business/Commercial Premises):*

<i>i) Weekly Commercial Waste Management Charge (per service per assessment, GST is charged if applicable)</i>	<i>\$340.00</i>
<i>ii) Weekly Commercial Recycling Charge per service per assessment, GST is charged if applicable)</i>	<i>\$120.00</i>
<i>iii) Fortnightly Commercial Recycling Charge per service per assessment, GST is charged if applicable)</i>	<i>\$65.00</i>

**6. Interest Charges on Overdue Rates and Charges**

*Extra charges on overdue rates and charges will be levied at the rate of zero (0.00%) per cent per annum for the period between 01/07/2020 – 31/12/2020, and a rate of seven (7.00%) per cent per annum for the period between 01/01/2021 – 30/06/2021, on a daily simple interest basis for the year ending 30 June, 2021.*

**7. Long Term Financial Plan**

*That the 2020-2030 Long Term Financial Plan as exhibited be adopted in accordance with Council's IPART FFF Roadmap approved scenario.*

**CARRIED****11.2 AASB 124 RELATED PARTY TRANSACTIONS S12.2.2****RESOLUTION 2020/64**

Moved: Cr Kate Dight

Seconded: Cr Anthony Michael

*That Council:*

- a) *Receive and note the report; and*
- b) *In accordance with AASB 124, Key Management Personnel (KMP) complete section 1 and 2 of Council's KMP – Related Party Transactions Questionnaire and return completed forms to Council by 8 July, 2020.*

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

At 3.32pm, the Chairperson noted that no members of the public or press were in attendance at the meeting therefore Council proceeded to consider the motion to close the meeting to the press and public.

**RESOLUTION 2020/65**

Moved: Cr Kate Dight

Seconded: Cr Paul King OAM

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

**CARRIED****RESOLUTION 2020/66**

Moved: Cr Jacki Watts

Seconded: Cr Kate Dight

*That Council proceeds out of Closed Council into Open Council.*

**CARRIED**

Upon resuming Open Council at 3.41pm, the Chairperson verbally reported that the Council had met in Closed Council, with the Press and Public excluded, and had resolved to recommend to Council the following:

**12.1 EDDY PARK LANE - POLOCROSSE FIELDS S5.2.0/13**

*Council reiterates its original offer of \$53,000 for the land currently being used as Polocrosse grounds at 160 Eddy Park Lane, Rob Roy.*

**ADOPTION OF RECOMMENDATIONS**

**RESOLUTION 2020/67**

Moved: Cr Anthony Michael  
Seconded: Cr Stewart Berryman

*That the recommendations of Closed Council be adopted.*

**CARRIED**

**The Meeting closed at 3.43pm.**

**The minutes of this meeting were confirmed at the Ordinary Council Meeting held on 22 July 2020.**

.....  
**CHAIRPERSON**