



INVERELL
SHIRE COUNCIL



On Tuesday, 15 March 2022, the official sod turning for the construction of the new roundabout was held at the intersection of Gwydir Highway, Bundarra Road and Chester Street.

Pictured from left to right: Cr Di Baker, Adam Marshall MP and mayor – Paul Harmon. The roundabout is expected to be completed in November, 2022.

Business Paper
Ordinary Meeting of Council
Wednesday, 23 March 2022

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

18 March, 2022

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 23 March, 2022, commencing at **3.00pm**.

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

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

I would like to remind those present that an audio recording of the meeting will be uploaded on the Council's website at a later time and participants should be mindful not to make any defamatory or offensive statements.

P J HENRY PSM

GENERAL MANAGER

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Recording of Council Meetings

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

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

Ethical Decision Making and Conflicts of Interest

A guiding checklist for Councillors, officers and community committees

Ethical decision making

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

Conflict of interest

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

- **Pecuniary** – regulated by the Code of Conduct and Office of Local Government
- **Non-pecuniary** – regulated by Code 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?

Code of Conduct

For more detailed definitions refer to Council's and Model Code of Conduct, Part 4 – Pecuniary Interests and Part 5 – Non – Pecuniary Conflicts of Interest.

Disclosure of pecuniary interests / non-pecuniary interests

Under the provisions of 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 2021 – September 2022

Ordinary Meetings:

Time: 3.00 pm

Venue: Council Chambers

OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT
Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed	Wed
26	23	14	No Meeting	23	23	27	25	^22	27	24	28

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
12	9	No Meeting	No Meeting	9	9	13	11	8	13	10	14

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 2021/2022 is adopted.



INTERNAL CALENDAR

April 2022

SUN	MON	TUE	WED	THU	FRI	SAT
						2.00pm Webinar for Councillors – Local & Regional Strategic Planning
					1.	2.
Daylight Saving Ends Sapphire City Markets	Reports due for Committee Meetings by 4.30pm					2.00pm Webinar for Councillors – Introduction to Crown land, native title Aboriginal land rights
3.	4.	5.	6.	7.	8.	9.
			9.00am Civil & Environmental Committee Meeting 10.30am Economic & Community Sustainability Committee Meeting		Good Friday	Easter Saturday
10.	11.	12.	13.	14.	15.	16.
Easter Sunday Sapphire City Markets	Easter Monday	Reports due for Ordinary Council Meeting by 4.30pm				2.00pm Webinar for Councillors – Water: Make it Your Business
17.	18.	19.	20.	21.	22.	23.
	ANZAC Day		3.00pm Ordinary Council Meeting		Fourth quarter rates instalments to be sent Low Cost Loan Initiative Interim Progress Report due	2.00pm Webinar for Councillors – Ongoing Professional Development
24.	25.	26.	27.	28.	29.	30.

 Council office closed

1 APOLOGIES

2 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 23 February, 2022, 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, 23 FEBRUARY 2022 AT 3.00PM**

PRESENT: Cr Paul Harmon (Mayor), Cr Kate Dight, Cr Di Baker, Cr Stewart Berryman, Cr Paul King OAM, Cr Nicky Lavender, Cr Jacko Ross, Cr Wendy Wilks and Cr Jo Williams.

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

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

RESOLUTION 2022/15

Moved: Cr Di Baker

Seconded: Cr Wendy Wilks

That the Minutes of the Ordinary Meeting of Council held on 12 January, 2022, 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 Nicky Lavender declared a Non-Pecuniary Interest in Item #9.2 'Northern Inland Academy of Sport' as she volunteers as a NIAS netball manager.

Cr Paul Harmon declared a Pecuniary Interest in Item #10.10 'Summary of Development Applications, Construction Certificates and Complying Development Certificates during November 2021' as his wife is one of the applicants.

4 PUBLIC FORUM

At this juncture, the time being 3.02pm, the Mayor welcomed the members of the public and opened the Public Forum Session by inviting members of the public to speak.

Mr Robert Bensley, Public Health System

Mr Bensley expressed his disappointment at the deterioration of our health system.. Mr Bensley cited issues such as no doctors on duty in emergency in Inverell, suspension of maternity services in Inverell, no doctors at the Glen Innes emergency department, no maternity services at Parkes and a total lack of planning and meaningful communication from Hunter New England Health. Mr Bensley expressed concern that the health system in rural areas has totally collapsed.

Mr Bensley noted that the efforts of local health service practitioners stating they are amazing and deserved our grateful thanks.

5 ADVOCACY REPORTS

5.1 BORDER REGIONAL ORGANISATION OF COUNCILS (BROC) - NOVEMBER 2021 S14.10.1

RESOLUTION 2022/16

Moved: Cr Kate Dight

Seconded: Cr Di Baker

That:

1. *The information in relation to the Cross-Border Infrastructure Fund be noted; and*
2. *ARTC be approached to investigate transport opportunities for HTML rail and road networks east of Moree with the view to undertake a feasibility study for this transport route.*

CARRIED

6 NOTICES OF BUSINESS

Nil

7 QUESTIONS WITH NOTICE

Nil

8 COMMITTEE REPORTS

8.1 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 9 FEBRUARY 2022

RESOLUTION 2022/17

Moved: Cr Nicky Lavender

Seconded: Cr Jo Williams

- i. *That the Minutes of the Economic and Community Sustainability Committee held on Wednesday, 9 February, 2022, be received and noted; and*
- ii. *The following recommendations of the Economic and Community Sustainability Committee be adopted by Council.*

CARRIED

8.1.1 Election of Chairperson

In the absence of Cr Paul King, the Mayor elected to defer the Election of Chairperson to the March 2022 meeting.

8.1.2 Expiring Licence Agreements - Mr David Walker

RECOMMENDATION:

That:

- i) Council renew the agreement with Mr David Walker for Part Council Road Reserve adjacent to Lot 2 DP 216606, Elsmore Road, Elsmore and Part Lot 7301 DP 1139606, Nash's Lane, Long Plain for a five (5) year period with the option of a further five (5) year period;*
- ii) the licence fee be \$75.00 per annum (GST Inclusive) for each site; and*
- iii) the Licence Agreements be subject to any other terms and conditions as negotiated by Council's General Manager.*

8.1.3 Inverell Women's Shed

RECOMMENDATION:

That:

- a) Council has no suitable land available within the CBD for the erection of the Women's Shed;*
- b) the Inverell Women's Shed Committee be requested to provide information on the outcome of their meeting with the Inverell Showground Trust; and*
- c) the Inverell Women's Shed Committee be requested to provide additional information to Council on their current membership base and long-term sustainability.*

8.1.4 Approach from Bundarra Residents

RECOMMENDATION:

That:

- a) Council does not dispute the rationale of the Bundarra Community's approach to the proposed boundary adjustment;*
- b) the Bundarra Community be requested to define in more detail the area proposed to be transferred to Inverell Shire Council upon completion of the boundary adjustment and the level of support from the residents in the proposed transfer area; and*
- c) the Bundarra Community ascertain the view of the Local Member, Mr Adam Marshall MP, and Uralla Shire Council on the proposed boundary adjustment.*

8.1.5 Entrance Signs - Ashford Local Aboriginal Land Council (ALALC)**RECOMMENDATION:**

That:

- a) *Signage stating 'The traditional lands of the Kwiambal People;' be installed on MR 137, at the entrances to Ashford; and*
- b) *The signs be funded from the Ashford Village Improvement vote.*

8.1.6 Information Reports**RECOMMENDATION:**

That the information reports be received and noted.

8.1.7 Quarterly Budget and Operational Plan 2021/2022**RECOMMENDATION:**

That:

- i) *Council's Quarterly Operational Plan and Budget Review for 31st December, 2021 be adopted; and*
- ii) *The proposed variations to budget votes for the 2021/2022 Financial Year be adopted providing an estimated Cash Surplus at 31st December, 2021 from operations of \$6,161.*

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

That:

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

8.2 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 9 FEBRUARY 2022**RESOLUTION 2022/18**

Moved: Cr Stewart Berryman

Seconded: Cr Di Baker

- i. *That the Minutes of the Civil and Environmental Services Committee held on Wednesday, 9 February, 2022, be received and noted; and*
- ii. *The following recommendations of the Civil and Environmental Services Committee be adopted by Council.*

CARRIED

8.2.1 Election of Chairperson

The General Manager advised Councillors of the entitlement under the Code for the Mayor to Chair Committee Meetings. Cr Harmon advised the General Manager that he declined to exercise the right to Chair the Meeting, inviting the General Manager to call for nominations for the position of Chairperson.

The General Manager called for nominations for the position of Chairperson:

One (1) nomination for the position of Chairperson was received being Cr Berryman. There being only one (1) nomination, Cr Berryman was declared duly elected as Chairperson for the ensuing one (1) year period and assumed the Chair.

At this juncture the time being 9.08am, Cr Berryman assumed the Chair.

8.2.2 New England North West Regional Plan Review

RECOMMENDATION:

That the subsequent submission be endorsed.

8.2.3 Planning Proposal - Amendment to Inverell Local Environmental Plan 2012 - Corner Gwydir Highway and Jardine Road, Inverell

RECOMMENDATION:

That:

- a) *the amendment to the Inverell Local Environmental Plan 2012 be endorsed; and*
- b) *request that the NSW Department of Planning, Industry and Environment finalise the amendment.*

S375A Record of Voting	Councillors For:	Councillors Against:
Harmon	√	
Baker	√	
Berryman	√	
Ross	√	
Wilks	√	
King	√	
Lavender	√	
Dight	√	
Williams	√	

8.2.4 Structure Plans for New Residential Areas**RECOMMENDATION:**

That the Draft Structure Plans for New Residential Areas be endorsed.

8.2.5 Update - Roundabout Construction - Gwydir Highway, Bundarra Road and Chester Street

The Manager of Civil Engineering provided a briefing on the design of the Roundabout, current activities being undertaken on the site and timeline for the project.

8.2.6 Information Reports**RECOMMENDATION:**

That the information reports be received and noted.

8.2.7 Governance - Performance Reporting on Road Maintenance Council Contracts**RECOMMENDATION:**

That the information be received and noted.

9 DESTINATION REPORTS**9.1 DROUGHT RESILIENCE PLANNING S3.16.16****RESOLUTION 2022/19**

Moved: Cr Stewart Berryman

Seconded: Cr Kate Dight

That the information be received and noted.

CARRIED**9.2 NORTHERN INLAND ACADEMY OF SPORT S26.4.15****RESOLUTION 2022/20**

Moved: Cr Di Baker

Seconded: Cr Kate Dight

That Council renew its partnership with the Northern Inland Academy of Sport (NIAS) for the 2022 year at a cost of \$2,000.

CARRIED

9.3 PART TINGHA RECREATION RESERVE S5.19.1**RESOLUTION 2022/21**

Moved: Cr Paul King OAM

Seconded: Cr Stewart Berryman

That Council support the initial categorisation of part Tingha Recreation Reserve (R70706) being:

- i. Sportsground – Cricket oval, football field, golf course; and*
- ii. Park – Skate park and surrounding vacant land.*

CARRIED**9.4 COUNCILLOR EXPENSES & FACILITIES POLICY S13.6.4****RESOLUTION 2022/22**

Moved: Cr Stewart Berryman

Seconded: Cr Di Baker

That:

- i) Council adopt the Policy on Councillor Expenses and Facilities in accordance with the provisions of the Local Government Act, 1993; and*
- ii) such policy be made available for inspection by members of the public.*

CARRIED**9.5 COUNCIL REPRESENTATIVE - WHITE ROCK WIND FARM COMMUNITY FUND (WRWF FUND) S14.18.4****RESOLUTION 2022/23**

Moved: Cr Di Baker

Seconded: Cr Stewart Berryman

Nominations were received from Cr Paul King, Cr Jo Williams and Cr Jacko Ross for the position of Councillor representative on the White Rock Farm Community Fund Committee. A vote was conducted by the opening voting method. Cr King received a majority of votes.

Cr Ross asked that his nomination be withdrawn from consideration as a community representative to the White Rock Wind Farm Community Fund as he wishes to seek reappointment to the Sapphire Wind Farm Community Fund Committee.

RECOMMENDATION:

- i) That Cr Paul King be appointed as Councillor representative on the White Rock Farm Community Fund Committee.*
- ii) That Council recommend Cr Jo Williams as community member of the White Rock Farm Community Fund Committee.*

CARRIED

10 INFORMATION REPORTS**RESOLUTION 2022/24**

Moved: Cr Kate Dight

Seconded: Cr Stewart Berryman

*That the following information reports be received and noted.***CARRIED**

10.1 2020 - 2021 YOUTH PROGRAM IN INVERELL LGA S15.8.104**RESOLUTION 2022/25**

Moved: Cr Paul King OAM

Seconded: Cr Nicky Lavender

*That the information report be received and noted.***CARRIED**

10.2 STRATEGIC TASKS - 'SIGN OFF' - DECEMBER 2021 S4.13.2**RESOLUTION 2022/26**

Moved: Cr Kate Dight

Seconded: Cr Di Baker

*That the information report be received and noted.***CARRIED**

10.3 STRATEGIC TASKS - 'SIGN OFF' - JANUARY 2022 S4.13.2**RESOLUTION 2022/27**

Moved: Cr Stewart Berryman

Seconded: Cr Di Baker

*That the information report be received and noted.***CARRIED**

10.4 ORDINANCE ACTIVITIES REPORT FOR NOVEMBER 2021 S18.10.1

10.5 ORDINANCE ACTIVITIES REPORT FOR DECEMBER 2021 S18.10.1

10.6 ORDINANCE ACTIVITIES REPORT FOR JANUARY 2022 S18.10.1

RESOLUTION 2022/28

Moved: Cr Nicky Lavender

Seconded: Cr Jo Williams

*That the following information reports be received and noted.***CARRIED**

10.7 SEPTIC TANK APPROVALS FOR NOVEMBER 2021 S29.19.1

10.8 SEPTIC TANK APPROVALS FOR DECEMBER 2021 S29.19.1

10.9 SEPTIC TANK APPROVALS FOR JANUARY 2022 S29.19.1

RESOLUTION 2022/29

Moved: Cr Stewart Berryman

Seconded: Cr Di Baker

*That the following information report be received and noted.***CARRIED**

At 3.33pm, Cr Paul Harmon left the meeting having previously declared a pecuniary interest in Item #10.10 'Summary of Development Applications, Construction Certificates and Complying Development Certificates during November 2021'.

Cr Dight assumed the Chair.

10.10 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES DURING NOVEMBER 2021 S18.10.2/14

RESOLUTION 2022/30

Moved: Cr Stewart Berryman

Seconded: Cr Di Baker

*That the following information reports be received and noted.***CARRIED**

At 3.34pm, Cr Paul Harmon returned to the meeting and resumed the Chair.

10.11 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES DURING DECEMBER 2021 S18.10.2/15

10.12 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES DURING JANUARY 2022 S18.10.2/15

11 GOVERNANCE REPORTS

11.1 DELEGATIONS OF AUTHORITY - MAYOR AND GENERAL MANAGER S22.2.1

RESOLUTION 2022/31

Moved: Cr Di Baker

Seconded: Cr Kate Dight

That Council delegate the functions described in the Instruments of Delegation to the Mayor and General Manager.

CARRIED

11.2 POLICY - APPOINTMENT OF AN ACTING GENERAL MANAGER S4.14.1/01

RESOLUTION 2022/32

Moved: Cr Di Baker

Seconded: Cr Jacko Ross

1. *That when the General Manager is on leave, a member of the Executive Team will fill the role of Acting General Manager. The position will default to the following persons in the nominated order:*
 1. *Director Civil and Environmental Services*
 2. *Director Corporate and Economic Services*
2. *That the appointment of a member of the Executive Team will cease upon the return to work of the General Manager or a resolution of Council, and*
3. *That any person acting as General Manager, pursuant to this resolution, has all the functions and delegations given to the General Manager by the Council.*

CARRIED

SUPPLEMENTARY REPORTS**RESOLUTION 2022/33**

Moved: Cr Di Baker
Seconded: Cr Kate Dight

That the supplementary agenda items #9.6 and #12.1 'Recruitment of Medical Practitioner be received.

CARRIED**9.6 RECRUITMENT OF MEDICAL PRACTITIONER S24.20.5****RESOLUTION 2022/34**

Moved: Cr Nicky Lavender
Seconded: Cr Di Baker

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

At 3.39pm, the Chairperson offered the opportunity to members of the public to make representations as to whether any part of the Council Meeting should not be considered in Closed Council. There was no response.

RESOLUTION 2022/35

Moved: Cr Nicky Lavender
Seconded: Cr Di Baker

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

CARRIED**RESOLUTION 2022/36**

Moved: Cr Stewart Berryman
Seconded: Cr Di Baker

That Council proceeds out of Closed Council into Open Council.

CARRIED

Upon resuming Open Council at 4.36pm, the Chairperson verbally reported that Council had met in Closed Council, with the Press and Public excluded, and had resolved to recommend to Council the following:

12.1 RECRUITMENT OF MEDICAL PRACTITIONER S24.20.5

RESOLUTION 2022/37

Moved: Cr Di Baker

Seconded: Cr Kate Dight

That:

- a) *Council agree in principle to assist the current applicant in their attempt to relocate a medical practitioner (Doctor) to Inverell by way of providing a 2nd hand vehicle (medical practitioner to be responsible for maintenance and running costs) and rental assistance for a six month period; and*
- b) *A final decision be deferred to a later meeting, after the Mayor meets with the Federal Minister of Rural Health.*

CARRIED

ADOPTION OF RECOMMENDATIONS

RESOLUTION 2022/38

Moved: Cr Di Baker

Seconded: Cr Kate Dight

That the recommendations of Closed Council be adopted.

CARRIED

The Meeting closed at 4.37pm.

3 DISCLOSURE OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS

4 PUBLIC FORUM

5 ADVOCACY REPORTS

Nil

6 NOTICES OF BUSINESS

Nil

7 QUESTIONS WITH NOTICE

Nil

8 COMMITTEE REPORTS

8.1 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 9 MARCH 2022

File Number: S4.11.16/14 / 22/8689

Author: Kristy Paton, Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 9 March, 2022.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

RECOMMENDATION:

- i. *That the Minutes of the Civil and Environmental Services Committee held on Wednesday, 9 March, 2022, be received and noted; and*
- ii. *The following recommendations of the Civil and Environmental Services Committee be adopted by Council.*

8.1.1 Gravel Resheet Program 2021-2022

RECOMMENDATION:

That:

- i. *the 2021-2022 Gravel Resheeting Program as presented be adopted; and*
- ii. *the adopted program be placed on Council's website for the information of the community.*

8.1.2 Gilgai School Bus Bay Upgrade

RECOMMENDATION:

That:

1. *The design for the upgrade of parking, parent drop off and school bus bay area at Gilgai Public School be endorsed; and*
2. *Funding applications be submitted to cover any cost that Council is liable for associated with upgrade works on Council's adjacent road network.*

8.1.3 Re-Allocate 2021/2022 REPAIR Program Funding

RECOMMENDATION:

That:

- i) *the 2021/2022 REPAIR Program Funding of \$1,089,986 be re-allocated to the MR137*

- “Wandera South” Road rehabilitation project, and*
- ii) *the cost of the upgrade of Bundarra Road adjacent to the Racecourse of \$1,080,088 be funded from Council’s bitumen road renewal fund.*

8.1.4 Regional Road Transfer and Road Classification - Update

RECOMMENDATION:

That Council make a full round submission for all Regional Roads in the Inverell LGA to be transferred to State Government control, provided the following conditions are met:

- 1. Funding for maintenance, rehabilitation and upgrade of the Regional Road Network in Inverell Shire must not be reduced;*
- 2. The level of service provided by the Regional Road network in Inverell Shire must not be reduced;*
- 3. Funding received by Council from State and Federal Government such as FAGS and Roads to Recovery must not be reduced; and*
- 4. Future maintenance of the State Controlled Regional Road network within Inverell Shire be undertaken on a similar basis as the RMCC – with lower level of service standards than the State Road network.*

8.1.5 Information Reports

RECOMMENDATION:

That the information reports be received and noted.

8.1.6 Governance - Performance Reporting on Road Maintenance Council Contracts

RECOMMENDATION:

That the information be received and noted.

ATTACHMENTS:

- 1. Minutes of Civil and Environmental Services Committee Meeting 9 March, 2022**

**MINUTES OF INVERELL SHIRE COUNCIL
CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON WEDNESDAY, 9 MARCH 2022 AT 9:00AM**

PRESENT: Cr Stewart Berryman (Chairperson), Cr Paul Harmon (Mayor), Cr Jacko Ross, Cr Wendy Wilks.

IN ATTENDANCE: Cr Kate Dight, Cr Paul King OAM, Cr Nicky Lavender, Cr Jo Williams.
Brett McInnes (Acting General Manager), Paul Pay (Director Corporate and Economic Services) and Anthony Alliston (Manager Development Services).

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon
Seconded: Cr Paul King OAM

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

CARRIED

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross
Seconded: Cr Paul Harmon

That the Minutes of the Civil and Environmental Services Committee Meeting held on 9 February, 2022, as circulated to members, be confirmed as a true and correct record of that meeting noting that Item 8.1 Governance Reports – Performance Reporting on Road Maintenance Council Contracts S1.2.3/15, was moved by Cr Paul Harmon.

CARRIED

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

Nil

4 PUBLIC FORUM

Nil

5 DESTINATION REPORTS

5.1 GRAVEL RESHEET PROGRAM 2021-2022 S28.21.1/15

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Jacko Ross

That the Committee recommend to Council that:

- i. the 2021-2022 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

5.2 GILGAI SCHOOL BUS BAY UPGRADE S30.14.1

COMMITTEE RESOLUTION

Moved: Cr Wendy Wilks

Seconded: Cr Jacko Ross

That the Committee recommend to Council that:

- 1. The design for the upgrade of parking, parent drop off and school bus bay area at Gilgai Public School be endorsed; and*
- 2. Funding applications be submitted to cover any cost that Council is liable for associated with upgrade works on Council's adjacent road network.*

CARRIED

SUSPENSION OF STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Kate Dight

At 9.40am, standing orders were suspended and the Hon Adam Marshall MP was invited to address the Committee.

CARRIED

RESUMPTION OF STANDING ORDERS

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Nicky Lavender

At 9.59am, standing orders were resumed.

CARRIED

5.3 RE-ALLOCATE 2021/2022 REPAIR PROGRAM FUNDING S15.8.22**COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Jacko Ross

That the Committee recommend to Council that:

- i) the 2021/2022 REPAIR Program Funding of \$1,089,986 be re-allocated to the MR137 "Wandera South" Road rehabilitation project, and*
- ii) the cost of the upgrade of Bundarra Road adjacent to the Racecourse of \$1,080,088 be funded from Council's bitumen road renewal fund.*

CARRIED

5.4 REGIONAL ROAD TRANSFER AND ROAD CLASSIFICATION - UPDATE S28.24.1**COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks

Seconded: Cr Paul Harmon

That the Committee recommend to Council that Council make a full round submission for all Regional Roads in the Inverell LGA to be transferred to State Government control, provided the following conditions are met:

- 1. Funding for maintenance, rehabilitation and upgrade of the Regional Road Network in Inverell Shire must not be reduced;*
- 2. The level of service provided by the Regional Road network in Inverell Shire must not be reduced;*
- 3. Funding received by Council from State and Federal Government such as FAGS and Roads to Recovery must not be reduced; and*
- 4. Future maintenance of the State Controlled Regional Road network within Inverell Shire be undertaken on a similar basis as the RMCC – with lower level of service standards than the State Road network.*

CARRIED

6 INFORMATION REPORTS

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Paul Harmon

That the following information reports be received and noted.

CARRIED

6.1 WORKS UPDATE S28.21.1/15

6.2 EMPLOYMENT ZONES REFORM S18.6.49

7 GOVERNANCE REPORTS

7.1 GOVERNANCE - PERFORMANCE REPORTING ON ROAD MAINTENANCE COUNCIL CONTRACTS S1.2.3/15

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Jacko Ross

That the information be received and noted.

CARRIED

The Meeting closed at 10.23am.

8.2 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 9 MARCH 2022

File Number: S4.11.17/14 / 22/8916

Author: Kristy Paton, Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 9 March, 2022.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

RECOMMENDATION:

- i. That the Minutes of the Economic and Community Sustainability Committee held on Wednesday, 9 March, 2022, be received and noted; and*
- ii. The following recommendations of the Economic and Community Sustainability Committee be adopted by Council.*

8.2.1 Request for Financial Assistance - Inverell Cultural Group

RECOMMENDATION:

That:

- 1. Council make a \$2,000 contribution to the staging costs of the "100 Years of Dance" event to be conducted in the Inverell Town Hall; and*
- 2. The Cultural Group be reminded of the purpose of the support funding for cultural events.*

8.2.2 Audit, Risk & Improvement Committee Membership and Remuneration

RECOMMENDATION:

That:

- 1. Council appoint Mr Phil Schwenke as Chair of the Audit Risk and Improvement Committee for an additional two years until December 2024;*
- 2. Council reimburse Mr Phil Schwenke for \$999.90 in lost GST payments for services rendered; and*
- 3. Council set member honorarium from January 2022 as follows:*
 - a) Chair - \$1,500 (plus GST if applicable), plus reimburse travel expenses at cost; and*
 - b) Independent Member - \$750 (plus GST if applicable), plus reimburse travel expenses at cost.*

8.2.3 Governance - Monthly Investment Report

RECOMMENDATION:

That:

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

ATTACHMENTS:

- 1. Minutes of Economic and Community Sustainability Committee Meeting 9 March, 2022**

**MINUTES OF INVERELL SHIRE COUNCIL
ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON WEDNESDAY, 9 MARCH 2022 AT 11:30AM**

PRESENT: Cr Paul King OAM, Cr Paul Harmon (Mayor), Cr Kate Dight, Cr Nicky Lavender, Cr Jo Williams

IN ATTENDANCE: Cr Stewart Berryman, Cr Jacko Ross, Cr Wendy Wilks.
Brett McInnes (Acting General Manager), Paul Pay (Director Corporate and Economic Services)

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Kate Dight
Seconded: Cr Nicky Lavender

That the Minutes of the Economic and Community Sustainability Committee Meeting held on 9 February, 2022, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

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

Nil

4 ADVOCACY REPORTS

Nil

4.1 ELECTION OF CHAIRPERSON S4.11.17/14

COMMITTEE RESOLUTION

Moved: Cr Kate Dight
Seconded: Cr Paul King OAM

The Acting General Manager advised Councillors of the entitlement under the Code for the Mayor to Chair Committee Meetings. Cr Harmon advised the General Manager that he declined to exercise the right to Chair the Meeting, inviting the Acting General Manager to call for nominations for the position of Chairperson.

CARRIED

The Acting General Manager called for nominations for the position of Chairperson:

One (1) nomination for the position of Chairperson was received being Cr King. There being only one (1) nomination, Cr King was declared duly elected as Chairperson for the ensuing one (1) year period and assumed the Chair.

At this juncture the time being 11.32am, Cr King assumed the Chair.

Cr King recognised that Tuesday 8 March 2022 was International Women's Day.

5 DESTINATION REPORTS

5.1 REQUEST FOR FINANCIAL ASSISTANCE - INVERELL CULTURAL GROUP S12.22.1/15

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Cr Kate Dight

The Committee recommend to Council that:

1. Council make a \$2,000 contribution to the staging costs of the "100 Years of Dance" event to be conducted in the Inverell Town Hall; and
2. The Cultural Group be reminded of the purpose of the support funding for cultural events.

CARRIED

6 GOVERNANCE REPORTS

6.1 AUDIT, RISK & IMPROVEMENT COMMITTEE MEMBERSHIP AND REMUNERATION S4.11.21

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Kate Dight

The Committee recommend to Council that:

1. Council appoint Mr Phil Schwenke as Chair of the Audit Risk and Improvement Committee for an additional two years until December 2024;
2. Council reimburse Mr Phil Schwenke for \$999.90 in lost GST payments for services rendered; and
3. Council set member honorarium from January 2022 as follows:
 - a) Chair - \$1,500 (plus GST if applicable), plus reimburse travel expenses at cost; and
 - b) Independent Member - \$750 (plus GST if applicable), plus reimburse travel expenses at cost.

CARRIED

6.2 GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2**COMMITTEE RESOLUTION**

Moved: Cr Kate Dight

Seconded: Cr Paul Harmon

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

The Meeting closed at 11.40am.

8.3 JOINT COMMITTEE MEETING MINUTES - 9 MARCH 2022

File Number: S4.11.17/14 / 22/8702

Author: Kristy Paton, Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 9 March, 2022.

For the consideration of Council.

COMMENTARY:

Refer to the attached minutes of the meeting.

RECOMMENDATION:

- i. That the Minutes of the Joint Committee Meeting held on Wednesday, 9 March, 2022, be received and noted; and*
- ii. The following recommendations of the Joint Committee be adopted by Council.*

3.1 ACQUISITION OF PROPERTY – 8 EVANS STREET

RECOMMENDATION:

That Council does not participate in the auction being held on 9 March 2022 to sell 8 Evans Street, Inverell.

ATTACHMENTS:

- 1. Minutes of Joint Committee Meeting 9 March, 2022**

**MINUTES OF INVERELL SHIRE COUNCIL
JOINT COMMITTEE MEETING
HELD IN THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON WEDNESDAY, 9 MARCH 2022 AT 9.00AM**

PRESENT: Cr Stewart Berryman, Cr Kate Dight, Cr Paul Harmon (Mayor), Cr Paul King OAM, Cr Nicky Lavender, Cr Jacko Ross, Cr Wendy Wilks & Cr Jo Williams.

IN ATTENDANCE: Brett McInnes (Acting General Manager) & Paul Pay (Director Corporate & Economic Services).

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Stewart Berryman

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

CARRIED

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

Nil

3 CONFIDENTIAL MATTERS (COMMITTEE OF THE WHOLE)

At 9.02am, 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 consider the motion to close the meeting to the press and public.

PROCEED INTO CLOSED COUNCIL

COMMITTEE RESOLUTION

Moved: Cr Stewart Berryman

Seconded: Cr Kate Dight

That Council proceeds into Closed Council.

CARRIED

PROCEED OUT OF CLOSED COUNCIL**COMMITTEE RESOLUTION**

Moved: Cr Stewart Berryman

Seconded: Cr Kate Dight

That Council proceeds out of Closed Council into Open Council.

CARRIED

Upon resuming Open Council at 9.18am, 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:

3.1 ACQUISITION OF PROPERTY – 8 EVANS STREET

That the Committee recommend to Council that Council does not participate in the auction being held on 9 March 2022 to sell 8 Evans Street, Inverell.

ADOPTION OF RECOMMENDATIONS**COMMITTEE RESOLUTION**

Moved: Cr Kate Dight

Seconded: Cr Paul King OAM

That the recommendations of Closed Council be adopted.

CARRIED

The Meeting closed at 9.20am.

8.4 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES - 8 MARCH 2022

File Number: S4.11.21 / 22/8755

Author: Kristy Paton, Corporate Support Officer - Publishing

SUMMARY:

Please see below for the unconfirmed minutes of the Audit Risk and Improvement Committee Meeting held on Tuesday, 8 March, 2022.

RECOMMENDATION:

That the minutes from the Audit Risk and Improvement Committee meeting held on Tuesday, 8 March, 2022 be received and noted.

COMMENTARY:

**MINUTES OF INVERELL SHIRE COUNCIL
AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE COUNCIL CHAMBERS, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON TUESDAY, 8 MARCH 2022 AT 10:00AM**

PRESENT: Mr Phil Schwenke (Independent Member), Mr Les Hullick (Independent Member) and Cr Nicky Lavender.

1 ATTENDANCE

Mr Paul Pay (Director Corporate and Economic Services), Mr Ryan Dick (Workforce Services Coordinator) for Item #9.3 and Kristy Paton (Temporary Corporate Support Officer (Governance) – minutes.

2 APOLOGIES

Nil

3 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Mr Les Hullick (Independent Member)

Seconded: Mr Phil Schwenke (Independent Member)

That the Minutes of the Audit Risk and Improvement Committee Meeting held on 23 November, 2021, as circulated to members, be confirmed as a true and correct record of that meeting.

CARRIED

MATTERS ARISING FROM PREVIOUS MINUTES

Cr Lavender queried Item #5.1 – ‘Guideline on the Use and Management of Credit Cards’ from the previous minutes and if the review had taken place, Mr Pay confirmed the review of Council’s

Credit Card Policy had been reviewed and compared to the Office of Local Government's Guideline. Council's Policy does align with the Guideline and no changes were required.

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

Nil

5 INFORMATION REPORTS

5.1 RATE PEG FOR 2022/2023 S4.11.21/02

SUMMARY:

The Independent Pricing and Regulatory Tribunal (IPART) has set a rate peg for each council, ranging from 0.7% to 5.0%. Inverell Shire Council 2022/2023 rate peg has been set at 0.70%.

The financial implications of the rate peg being set at 0.70% was discussed, in particular the effect this would have on the upcoming 2022/2023 budget as Council's Long-Term Financial Plan had estimated for a higher increase.

The rate peg which has been set at 0.70% for Inverell Shire and the financial implications, in particular the effect on Council's 2022/2023 budget was discussed.

Mr Schwenke asked Mr Pay if he thought the 0.0% population factor for Inverell Shire was accurate and if the boundary realignment to include Tingha was taken into consideration. Mr Pay advised a formulation is used to calculate the factor and this is the first year it has been used so this is the baseline. Mr Schwenke suggested the boundary realignment may be the basis of an argument to appeal.

The possible avenues for having the rate peg figure changed was discussed:

Special Rate Variation

Mr Pay spoke about applying for a Special Rate Variation (SRV). The application process for an SRV is time consuming and lengthy. Mr Pay noted that the SRV process for 2022/2023 has closed. Only four Councils made an application.

Mr Schwenke asked if Council can appeal for the rate peg to be changed. Mr Pay advised that there is no appeal process to appeal as the rate peg is independent of the Government but there is an avenue for the Minister to adjust the rate peg figure. Mr Schwenke suggested there is an administrative fairness issue, considering the boundary realignment to include Tingha and the fact that this wasn't included in any rate peg calculations, this may be the basis for an argument to have the rate peg increased.

Mr Pay advised that Local Government NSW is lobbying the Minister and information has been provided to Adam Marshall (MP) to lobby the Minister as well.

Mr Pay expects the 2023/2024 rate peg to increase next year as the Local Government Cost Index should increase due to current inflationary pressures.

5.2 DRAFT INTERNAL AUDIT AND RISK MANAGEMENT GUIDELINES S4.11.21/02

SUMMARY:

The draft Internal Audit and Risk Management Guidelines as reported to the Audit Risk and Improvement Committee on 13 October, 2021 have not yet come into effect.

The Guidelines have not yet come into effect, submissions are still being reviewed and there is a new Local Government Minister, it is a matter of “watch this space”.

In the original guidelines there were 3 milestone dates the Committee needs to be aware of:

- 4 June, 2024 – every council had to have an ARIC in place.
- June 2024 – includes the introduction of certain attestations that Council has to make.

The ARIC would need to ensure that the Risk Management Framework they are using complies with the Guidelines.

- 2027 – is the final date for compliance.

Mr Pay summarised the ARIC’s achievements in terms of the milestone dates stating the first stages have been achieved, there is some work to be done on the second stage, including a review of the charter and the risk management framework and the final change which comes into effect in June 2027 means the ARIC needs to be complying with the membership requirements.

The committee discussed the Guidelines in terms of members and the difficulty in recruiting independent members from the local community who don’t have ties with the Local Government.

6 EXTERNAL ACCOUNTABILITY REPORTS

6.1 EXTERNAL AUDIT 2020-21 MANAGEMENT LETTER S4.11.21/02

SUMMARY:

The NSW Audit Office has issued a final Management Letter for the external audit year ended 30 June, 2021. It is provided for the Committee’s Information.

As expected, there were no significant changes or issues.

Cr Lavender noted that item 1 – ‘Excessive Annual Leave’ was a repeat issue and asked if any of the recommendations had been implemented in order to reduce the excess.

Mr Pay provided comments on this issue and did state that this ongoing issue has been further impacted by Covid-19. However, it was noted that a number of staff took annual leave over the Christmas period and with Easter approaching it is hoped more leave will be taken. The balances will be monitored with leave balances expected to reduce from June this year through to May next year.

Other factors contributing to the excessive leave balances include the high number of positions vacant and significant grant funding yet to be spent.

Leave reports will be provided to the Management Team on a quarterly basis.

7 LEGISLATIVE COMPLIANCE REPORTS

7.1 COMPLIANCE REPORTING S4.11.21/02

SUMMARY:

This report details Council's achievements in meeting the requirements of the Office of Local Government (OLG) compliance calendar. The most recent Strategic Task Council Reports is attached for the Committee's information.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Committee note the information.

CARRIED

8 INTERNAL AUDIT PROGRAM REPORTS

8.1 COUNCIL POLICIES REVIEW DATES S4.11.21/02

SUMMARY:

This report provides further detail on the currency of policies of Council.

Mr Pay stated that many policies are due to be reviewed as the new Council term has commenced.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the report be received and noted.

CARRIED

8.2 INTERNAL AUDIT PROGRAM S4.11.21/02

SUMMARY:

Following discussions held in the Audit Risk and Improvement Committee meeting from 8 June 2021, a 3-year internal audit plan is presented to the Committee for deliberation. An update on the progress of current internal audits are also provided.

The Internal Audit Program was discussed by the Committee.

Risk Management Framework

Mr Schwenke referred to the table provided on pages 36 and 37 and questioned if the Risk Management Framework should be noted as completed, noting there are some factors which may mean the framework will change including the new Council and the work being completed on the Strategic Plan.

The Committee discussed the three-year internal audit plan. Mr Schwenke suggested the plans proposed for 2022/2023 and 2023/2024 are still draft at this stage. Records Management is underway and the DA Assessment process was flagged previously. The proposed audit for the Public Health Function was discussed in depth by the Committee, particularly in light of the recent pandemic.

Mr Pay advised this is not in relation to COVID, the audit will focus on the fundamental role Council plays in public health, inspections etc. Council plays no formal role in COVID but did play a role in terms of the public contacting Council for advice in terms of restrictions etc.

The scope of the proposed audit area – Public Health Function was discussed further and if COVID/pandemics should be included. When the Public Health Function area was suggested as an audit area it was not with COVID in mind, it was with a view to focusing on the conventional role of Council in regards to its Public Health Function. The Committee questioned if COVID/pandemics should be included and whether or not the scope would be too broad. Mr Pay stated if it were to be included it would be more like a review of the role Council played rather than an audit because there is no compliance or guidelines to compare it to.

Questions were raised in regards to any risk involved in terms of the role Council has been playing throughout the pandemic and if this should be included in the scope.

The Committee agreed that it would be helpful to see the scope before it is finalised. Mr Pay has drafted the scope, it is currently sitting with the Director of Civil and Environmental Services for his input before being sent out for contract. The Committee will be provided with the scope prior to this.

The committee agreed that if the pandemic is not included in the scope there is still a need for a review of Council's role and how Council responded and if there is any risk associated.

Cr Lavender suggested that rather than a review being conducted locally, it feels more appropriate for Council to advocate for a state-wide Local Government review be conducted to determine how Councils performed across the state and determining:

- How did Councils react;
- What support did Councils provide;
- What were the challenges faced;
- What were the bottle necks; etc
- And what is the link between Local and State Government.

The results of a review will be relevant in terms of all disasters, not just what is happening currently and will provide clarity to the community of what is to be expected from Council.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Committee:

1. *confirm the 2021/2022 Audit plans;*
2. *the balance of the audit plan be deferred until a review of the Risk Management Framework is completed; and*
3. *the ARIC recommend to Council to advocate for the Office of Local Government to undertake a review of disaster recovery, including drought, flood, bushfires and pandemics with a focus on what Council's involvement and responsibilities should be.*

CARRIED

9 GENERAL BUSINESS REPORTS**9.1 OUTSTANDING ACTIONS REPORT S4.11.21/02****SUMMARY:**

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

COMMITTEE RESOLUTION

Moved: Mr Les Hullick (Independent Member)

Seconded: Cr Nicky Lavender

That the Committee:

1. *Receive the report and note the information provided; and*
2. *Remove items 2019.1, 2021.7 and 2021.8.*

CARRIED

9.2 INTERNAL AUDITS - OUTSTANDING ACTIONS REPORT S4.11.21/02**SUMMARY:**

The purpose of this report is to provide the Committee with an update on outstanding internal audit recommendations.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Committee:

1. *Receive the report and note the information provided; and*
2. *Remove items RMF2, EWC2, and GFC1a.*

CARRIED

9.3 WHS UPDATE REPORT S4.11.21/02

SUMMARY:

This report is to update the Committee on progress to implement a corrective action plan that was developed following StateCover's audit of Inverell Shire Council's WHS Management System (WHSMS).

Ryan Dick (Workforce Services Coordinator) provided a summary of his report.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Committee:

1. *Receive the report and note the information provided; and*
2. *Remove items WHS.5, WHS.22, WHS.23 and WHS.37.*

CARRIED

9.4 ARIC MEETING DATES 2022 S4.11.21/02

SUMMARY:

The Committee is asked to consider ARIC meeting dates for 2022.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Audit Risk and Improvement Committee meet on:

- i. *Tuesday, 7 June 2022;*
- ii. *Tuesday, 13 September 2022; and*
- iii. *Tuesday, 8 November 2022.*

CARRIED

9.5 QUARTERLY BUDGET AND OPERATIONAL PLAN 2021/2022 S4.11.21/02**SUMMARY:**

Council's Quarterly Operational Plan and Budget Review for December 2021 as reported to Council's Economic and Community Sustainability Committee in February 2022 is provided for the information of the Audit Risk and Improvement Committee.

The Committee requested these reports be included in the Information Section for future agendas.

RECOMMENDATION:

That Council's Quarterly Operational Plan and Budget Review for 31st December, 2021 be received and noted.

10 OTHER BUSINESSCommittee Membership and Remuneration

Mr Pay informed the Committee that a report has been prepared for Council which seeks to extend the appointment of Mr Schwenke as Chair of the Audit Risk and Improvement Committee.

This report also seeks to set an honorarium as of 1 January, 2022 for the remuneration of members.

Records Management Audit

The Internal Audit for Records Management was due to commence in December last year however, due to staff shortages at Crowe and at Council it was delayed. An initial meeting has now been held and a list of documents has been requested. The Audit is expected to be completed by March with a report to the ARIC expected at the next meeting.

11 NEXT MEETING

The Meeting closed at 11.34am.

ATTACHMENTS:

Nil

9 DESTINATION REPORTS**9.1 BONSHAW MEMORIAL HALL - ANNUAL GENERAL MEETING (AGM) REPORT****File Number:** S5.13.3 / 22/8045**Author:** Kristy Paton, Corporate Support Officer - Publishing**SUMMARY:**

Advice has been received from the Bonshaw Memorial Hall Committee informing Council of the new Office Bearers and Committee members elected at their Annual General Meeting. Council is requested to appoint these persons to the Section 355 Committee of Council.

RECOMMENDATION:

- i. The information be received and noted; and*
- ii. The following persons be authorised as office bearers and committee members of the Bonshaw Memorial Hall Committee:*

President: Michelle Ramsay

Secretary: Veronica Park

Treasurer: Paula Sanderson

Committee: Kevin Leach, Bernadette Walker and Luke Mayne

CWA Representatives: Julia Harpham, Dawn Brown

COMMENTARY:

A requirement of the Plan of Management established for the Bonshaw Memorial Hall is the need to provide Council with an Annual Report of the Committee's activities. This requirement is satisfied by the President of this organisation submitting a copy of the President's Report. A copy of the report is attached for Council's information.

The Committee is also required to advise Council of the office bearers following the Annual General Meeting.

The Bonshaw Memorial Committee held their Annual General Meeting in February, 2022. As a result of the meeting the following office bearers were elected to the Executive positions on the Committee:

President: Michelle Ramsay

Secretary: Veronica Park

Treasurer: Paula Sanderson

Committee: Kevin Leach, Bernadette Walker and Luke Mayne

CWA Representatives: Julia Harpham, Dawn Brown

Council is required to endorse the abovementioned persons as office bearers of the Committee and therefore authorising those persons to act on behalf of the Committee in undertaking the activities stated in the Plan of Management.

A copy of the president's report is attached for Council's Information.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. Bonshaw Memorial Hall - President's Report [↓](#)

BONSHAW MEMORIAL HALL
ANNUAL REPORT TO INVERELL SHIRE COUNCIL
MARCH 2022 - for the year ended December 2021

As required by Plan of Management Item 3.1 c) vii)

- a) Income Received - as per attached Report
- b) Expenditure incurred – as per attached Report
- c) Improvements completed
No major improvements were undertaken during the 2020 year
(in part due to Covid restrictions/lockdown/etc.)

- d) Any other matters -
Bonshaw Community:
During the year, Bonshaw community members also met in conjunction with the Hall meeting to present, discuss and resolve community issues - Michelle Ramsay is Co-Ordinator.

Proposed Improvements/Upgrades:

Lot 8 adjacent to the Hall (Lot 9) currently has very old and neglected tennis court infrastructure.

At the Dec. 2021 meeting the proposal to upgrade the two tennis courts to usable condition was noted as proceeding to Council.

Throughout 2021 the storm water, septic tank and plumbing issues were ongoing so remained as an urgent improvement required.

For reference 2022 – in February 2022 the entire system was upgraded to specifically resolve the problems.

- 3.1 c) viii) Changes in Committee Membership
For the year 2021 there were no changes.
At the AGM Feb. 2022 a new Committee was elected – refer attached.

Veronica Park
Secretary
Bonshaw Memorial Hall
21 Feb. 2022

9.2 REQUEST TO LICENCE - NRMA - ELECTRIC VEHICLE CHARGING STATION**File Number:** S30.9.8 / 22/8105**Author:** Kristy Paton, Corporate Support Officer - Publishing**SUMMARY:**

NRMA propose to establish an electric vehicle charging station in Inverell. Council is being asked to enter into a licence agreement. The below information is provided for the information of Council.

RECOMMENDATION:

That:

- i) Council enter into a Licence Agreement with National Roads and Motorist's Association Limited (NRMA) for Lot 2 DP758536, 51 Evans Street, Inverell for a five (5) year period with a further five (5) year option;*
- ii) the Licence fee be \$1.00 per annum (GST Exclusive), if demanded; and*
- iii) the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

COMMENTARY:

Over the past 24 months, Council officers have made approaches to the NRMA to have that organisation install an electric vehicle charging station in Inverell to supplement the station at the Transport Museum.

The NRMA issued a 'letter of intent' to install a station at one of the following locations:

- Council car park, 30 Sweaney Street, Inverell (Location);
- Turnham car park, 46-50 Campbell Street, Inverell (Location);
- Country Fair car park, 1 Lawrence Street, Inverell (Location);
- Inverell Visitor Information Centre, 13-35 Campbell Street, Inverell (Location); or
- 51 Evans Street, Inverell (Location).

The station will be installed at no cost to Council. A licence to occupy the chosen site has been issued to Council.

Some of the key elements of the licence include:

- The land licenced will be Lot 2, DP758536, 51 Evans Street (Victoria Park), Inverell NSW 2360.
- Term – 5 years - Commencing March 2022 and terminating 1 March 2027 with an option of a further 5 years
- Licence fee - \$1 per annum plus GST (if demanded)
- Number of charging stations – two (2)
- Permitted use – installation, operation, repair and replacement of charging stations and ancillary purposes including generating photovoltaic electricity, operating an energy storage system, operating a payment system and installing and operating security monitoring devices.
- The licensee must maintain public liability insurance for the amount of \$20M.

A plan of the proposed licensed area along with the signage plan are attached for Council's information.

It is suggested that Council enter into an agreement with National Roads and Motorist's Association Limited (NRMA) for a five (5) year period with a further five (5) year option and that the licence fee be \$1.00 per annum.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

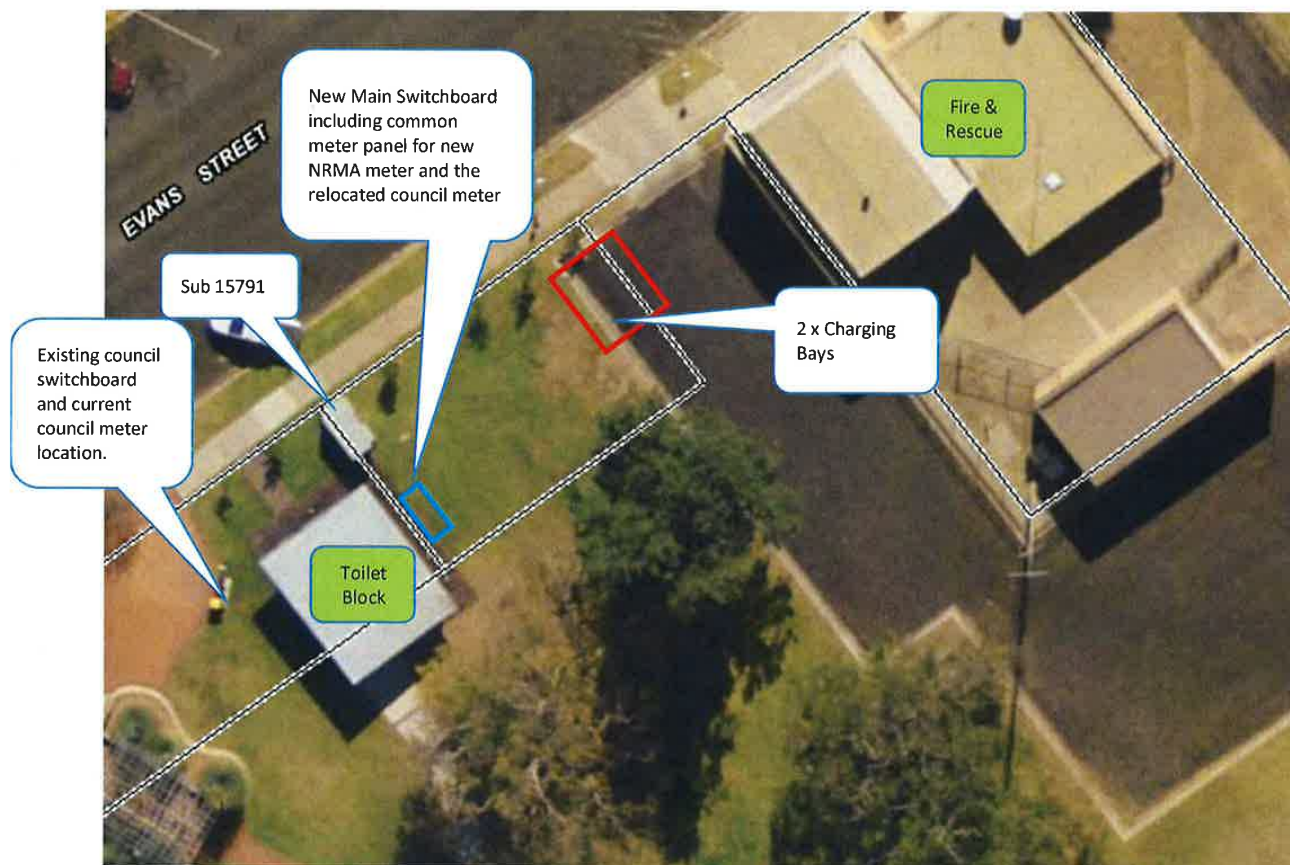
ATTACHMENTS:

1. Proposed Licensed Area and Signage Plan [↓](#)



Attachment 1 Plan of Licensed Area

The Licensed Area is shown as the red [and blue] highlighted area on the Land in the plans below.



[7894949: 24342066_1]

Classified as Internal

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Attachment 2 Signage Plans

Indicative design is shown below. As-built design may vary.



[7894949: 24342066_1]

Classified as Internal

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9.3 CROWN LAND - DRAFT PLAN OF MANAGEMENT - PUBLIC HALLS**File Number:** S5.19.4/01 / 22/8128**Author:** Kristy Paton, Corporate Support Officer - Publishing**SUMMARY:**

In accordance with the reformed *Crown Lands Management Act 2016* and *Local Government Act 1993* implementation on 1 July 2018, Council is required to compile plans of management for all parcels of Crown Land that have been transferred to Council for management. Council is being asked to review and recommend the attached Plan of Management for public halls to be provided to the NSW Department of Industry for comment.

RECOMMENDATION:

That Council:

1. *Review and approve the attached draft Plan of Management for Public Halls; and*
2. *Resolve to refer the draft Plan of Management for Public Halls to the NSW Department of Industry for review and advice.*

COMMENTARY:

In accordance with the reformed *Crown Lands Management Act 2016* and *Local Government Act 1993* implementation on 1 July 2018, Council is required to compile plans of management for all parcels of Crown Land that have been transferred to Council for management. Parcels of Crown Land with similar characteristics can be grouped and included in a 'generic' draft plan of management. This has been completed for the public halls that have been transferred to Council as Crown Land Manager.

At the Ordinary Council meeting held 24 February, 2021, a Draft Plan of Management (POM) – Public Halls was provided for the information of Council and it was resolved to refer the POM to the NSW Department of Industry for review and advice, the next step involved adopting the plan.

However, Delungra Public Hall was not included in the draft (POM) as the ownership of the hall was being investigated. It has since been confirmed that the Delungra Public Hall is Crown Land and the Draft POM has been amended to include the Delungra Public Hall along with the halls in the original POM - Yetman Hall and adjoining site and the Ashford Memorial Hall.

The updated draft Plan of Management for Public Halls is attached.

The attached flowchart provided by NSW Department of Industry displays the required steps in adopting a plan of management under the reformed legislation. In this case, Approach 1 will be followed.

Subsequent reports to Council for the adoption process of this draft Plan of Management will take place once advice is received from the NSW Department of Industry for Council to consider recommending placing the document on public exhibition; and after public exhibition to consider submissions, negotiations and adoption.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. Draft Plan of Management - Public Halls [↓](#)
2. Overview of the Plan of Management Adoption Process - NSW Department of Industry
[↓](#)



DRAFT GENERIC PLAN OF MANAGEMENT



FOR THE PUBLIC HALLS OF INVERELL SHIRE

(Includes community land categorised as
'General Community Use', with gazetted
purpose of 'Public Hall').

Ref:

Inverell Shire Council

Document Control

Title: Draft Generic Plan of Management

Document Number:

Date	Revision	Author	Reviewer	Approved Date
12.01.2021	Draft Version	S. Williams		

Project Timeframe

Issue	Date	Description	Council Officer
1	January 2021	Draft Version	S. Williams
		Council Meeting	
		Public Notification	
		Public Hearing	
2		Final Version	
		Native Title Advice	
		Adoption by Council	

This draft generic Plan of Management was developed by Inverell Shire Council.
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1. Introduction

Inverell Shire is situated in the Northern Tablelands of New South Wales, nestled in the MacIntyre Valley, stretching north to the Queensland boarder. Inverell Shire has a growing population which now stands at 16,936 while the Inverell business district is a commercial hub which services an estimated 60,000 people.

Prior to European settlement, the first inhabitants of the Inverell district were members of the Kamilaroi (Gomerioi) and Anaiwan (Eneewin) nation. With many tribes making up each nation, traditional dialects spoken include Gamilaraay, Yuwalaraay and Yuwalayaay (Kamilaroi nation) and Nganyaywana (Anaiwan nation). Local placenames adopted from these dialects include Delungra, Bukkulla, Nullamanna, Wallangra and Goonoowigall.

Early European settlers in the 1850s originally founded Inverell as a small town to support agriculture, mainly grazing, discovery of tin then diamonds saw Inverell become the centre for mining tin, diamonds, lead and silver. The town and surrounding villages such as Elsmore and Tingha grew rapidly to support the mining industry and workers flocked to the district with the hope of striking it rich. By the 1950's, Inverell had become the largest producer of sapphires in the world and this led to Inverell becoming known as the Sapphire City.

In 1979, three councils amalgamated to form what is now the Inverell Shire Council. Soon after, Council completed a new pipeline from Copeton Dam on the Gwydir River to secure long-term water supply for the Inverell community and a new water reticulation system for the township which now supports residents in Delungra, Gilgai and Tingha.

In July 2019, a State Government determined boundary adjustment saw more than 900 residents in the Tingha, Howell, Stanborough and Georges Creek areas join Inverell Shire.

Today, Council's vision is to create an inclusive, vibrant community while offering opportunities for resourceful businesses and residents, as well as support services for both commerce and industry.

1.1 Background

On 14 November 2016, the NSW Parliament passed the *Crown Land Management Act 2016 (NSW)* effecting significant changes to the way councils manage Crown land. Under detailed governance provisions councils appointed to manage dedicated or reserved Crown land are to do so under a more transparent and streamlined approach.

On 1 July 2018 the *Crown Land Management Act 2016* came into force. As a result the majority of Crown land that is identified as local land has been transferred to Council as community land to be managed under the *Local Government Act 1993*.

This consolidation of management of Crown Land into a single incorporated manager, the 'Crown Land Manager' affords the treatment of reserved or dedicated Crown land as if it were public land, including requirements for the preparation of a draft Plan of Management.

The 2019 draft generic Plan of Management for the Inverell Shire Council is an outcome of Council's resolution to review management of community land under Council control in light of revised legislative provisions. The development of a draft generic Plan of Management for community land categorised as park, sportsground, and general community use enables a future framework to meet the vision and aspirations of desired community outcomes. Land within this draft generic Plan of Management is owned by the Crown and is managed by Inverell Shire Council as Crown Land Manager under the *Crown Land Management Act 2016*.

1.2 What is a Plan of Management?

A Plan of Management is a document that provides direction and continuity for the planning, resource management, maintenance, operation and programming of community land. The plan enables management to proceed in an efficient and sustainable manner, helps reconcile competing interests, identifies priorities for the allocation of available resources and facilitates public understanding and input.

Initial adoption of a draft generic Plan of Management and subsequent periodic revision of a generic Plan of Management also enables changing social, economic and ecological conditions to be taken into account as they arise. Where necessary, the plan can be amended to reflect these changes. This draft generic Plan of Management has been developed to meet the requirements of the *Crown Lands Management Act 2016* specifically and to inform the public.

1.3 Land that this Plan of Management Applies

This draft generic Plan of Management applies to reserved or dedicated Crown land that is managed by Council and classified as Community Land, general community use, with the gazetted purpose of 'Public Hall' under the *Local Government Act 1993*. Schedule A outlines the location and description of the land covered by this Plan of Management.

This draft generic Plan of Management does not apply when a site-specific Plan of Management has been (or is intended to be) adopted by Council. Any draft Plan of Management or Plan of Management adopted by Council is available for download by visiting Council's website or in hard copy by sending a written request to Council.

1.4 How can community land be used?

The primary legislation that impacts the designated use of community land includes the *Local Government Act 1993*, *Native Title Act 1993 (Commonwealth)*, and *Crown Land Management Act 2016*. These acts along with the implications that they impose on community land is outlined in this section.

It must also be noted that the permissibility of development proposed for community land must be in accordance with the Inverell Local Environmental Plan (2011). Plans of Management cannot supersede, replace, or stand in place of planning instruments such as Local Environmental Plans.

Local Government Act 1993

Section 35 of the *Local Government Act 1993* provides that community land can only be used in accordance with –

- The Plan of Management applying to that area of community land;
- Any law permitting the use of the land for a specified purpose or otherwise regulating the use of the land; and
- The provisions of Division 2 of Chapter 6 of the Act.

Under section 36 of the *Local Government Act 1993* community land can be categorised into the following categories:

- Park
- Sportsground
- Natural Area Bushland
- Natural Area Wetland

- Natural Area Watercourse
- Natural Area Escarpment
- Natural Area Foreshore
- General Community Use
- Area of Cultural Significance

Each category of community land has designated core objectives specified by the Act. Section 46(2) of the Act requires that Council can only grant a lease, licence or another estate (other than in respect to public utilities) for a purpose that is consistent with the core objectives applying to each category of community land. Therefore, the category given to each type of land is imperative. Along with its own core objectives, each category of community land also has its own community values, management issues, permissible uses, and action plan.

This draft generic Plan of Management for the Inverell Shire Council applies to community land that is categorised as general community use with the gazetted purpose of 'Public Hall'.

Additionally, Council will compile further generic Plans of Management that will encompass parcels of Crown land that are comparable to each other in the sense of containing similar features and management requirements. Council will also compile site specific Plans of Management relating to areas of known natural, geological, geomorphological, scenic, or other feature that is considered by Council to warrant special management considerations.

Crown Land Management Act 2016

In addition to the community land owned by Council throughout the Shire, Council manages 86 parcels of land under the provisions of the *Crown Land Management Act 2016*.

Crown land for which Council is appointed Crown Land Manager is managed in accordance with public land and the principles as set out in Division 3 of the *Crown Land Management Act 2016*. These principles specify:

- Native resources, including water, soil, flora, fauna and aesthetic qualities must be conserved wherever possible;
- Environmental protection principles must be adhered to in relation to the management and administration of Crown land;
- The management of the Crown land must encourage public use and enjoyment where appropriate;
- Crown land must be managed in a manner that is sustainable for all aspects of the land including resources; and
- Management of Crown land must be in accordance with the best interests of the State and remain consistent with the above principles.

Native Title Act 1993 (Commonwealth)

- Native title is the legal recognition of the individual or communal rights and interests which Aboriginal people have in land and water, where Aboriginal people have continued to exercise their rights and interests in accordance with traditional law and custom since before the British asserted sovereignty over Australia. Native title rights and interests are formally recognised under the *Native Title Act 1993 (Commonwealth)*.

- Prior to any works commencing in relation to this PoM, the Native Title Manager must comply with the requirements of the *Native Title Act*. This includes determining if Native Title has been extinguished, working through the Future Acts regime and liaising with the relevant authority in relation to any existing agreements or Indigenous Land Use Agreements.

1.5 How can community land be categorised?

Each area of community land, including Crown reserves managed by Council, has been identified with a site number and each site has been categorised into one or a combination of the following:

- Natural area
- Sportsground
- Park
- Area of Cultural Significance
- General Community Use

Any land categorised ‘**natural area**’ must also be further categorised into one or a combination of the following:

- Bushland
- Wetland
- Escarpment
- Watercourse
- Foreshore

Clauses 102 – 111 of Division 1 of Part 4 of the *Local Government (General) Regulation 2005* provide guidelines for each category. They are as follows:

Parks:

“Land should be categorised as park under Section 36(4) of the Act if the land is, or is proposed to be improved by landscaping, gardens or the provision of non-sporting equipment and facilities, for use mainly for passive or active recreational, social, educational and cultural pursuits that do not unduly intrude on the peaceful enjoyment of the land by others.”

Sportsground:

“Land should be categorised as sportsground under Section 36(4) of the Act if the land is used or is proposed to be used primarily for active recreation involving organised sports or the playing of outdoor games.”

Natural Area:

“Land should be categorised as natural area under Section 36(4) of the Act if the land, whether or not in an undisturbed state, possesses a significant geological feature, geomorphological feature, landform, representative system or other natural feature or attribute that would be sufficient to further categorise the land as bushland, wetland, escarpment, watercourse or foreshore under section 36(5) of the Act.”

Natural Area - Bushland:

“(1) Land that is categorised as a natural area should be further categorised as bushland under section 36 (5) of the Act if the land contains primarily native vegetation and that vegetation:

- (a) is the natural vegetation or a remainder of the natural vegetation of the land; or
 - (b) although not the natural vegetation of the land, is still representative of the structure and/or floristics of the natural vegetation in the locality.
- (2) Such land includes:
- (a) bushland that is mostly undisturbed with a good mix of tree ages, and natural regeneration, where the understorey is comprised of native grasses and herbs or native shrubs, and that contains a range of habitats for native fauna (such as logs, shrubs, tree hollows and leaf litter);
 - (b) moderately disturbed bushland with some regeneration of trees and shrubs, where there may be a regrowth area with trees of even age, where native shrubs and grasses are present in the understorey even though there may be some weed invasion; or
 - (c) highly disturbed bushland where the native understorey has been removed, where there may be significant weed invasion and where dead and dying trees are present, where there is no natural regeneration of trees or shrubs, but where the land is still capable of being rehabilitated."

Natural Area - Escarpment:

"Land that is categorised as a natural area should be further categorised as an escarpment under section 36 (5) of the Act if:

- (a) the land includes such features as a long cliff-like ridge or rock; and
- (b) the land includes significant or unusual geological, geomorphological or scenic qualities."

Natural Area - Watercourse:

"Land that is categorised as a natural area should be further categorised as a watercourse under section 36 (5) of the Act if the land includes:

- (a) any stream of water, whether perennial or intermittent, flowing in a natural channel, or in a natural channel that has been artificially improved, or in an artificial channel that has changed the course of the stream of water, and any other stream of water into or from which the stream of water flows; and
- (b) associated riparian land or vegetation, including land that is protected land for the purposes of the *Water Management Act 2000*.

The boundary of the watercourse for the purpose of this generic Plan of Management includes the watercourse and associated riparian vegetation on the bank of the watercourse.

Natural Area - Wetland:

"Land that is categorised as a natural area should be further categorised as wetland under section 36 (5) of the Act if the land includes marshes, mangroves, backwaters, billabongs, swamps, sedge lands, wet meadows or wet heathlands that form a water body that is inundated cyclically, intermittently or permanently with fresh, brackish or salt water, whether slow moving or stationary."

Natural Area - Foreshore:

“Land that is categorised as a natural area should be further categorised as foreshore under section 36 (5) of the Act if the land is situated on the water’s edge and forms a transition zone between the aquatic and terrestrial environment.”

General Community Use:

“Land should be categorised as general community use under Section 36(4) of the Act if the land:

- a) may be made available for use for any purpose for which community land may be used, whether by the public at large or by specific sections of the public; and
- b) is not required to be categorised as a natural area under Section 36A, 36B or 36C of the Act and does not satisfy the guidelines for categorisation as a park, sportsground, and an area of cultural significance or natural area.”

Area of Cultural Significance:

Where a site that might otherwise be categorised as park, general community use, sportsground or natural area, is affected by an item that Council, by resolution, has identified as being a site to be of Aboriginal, historical or cultural significance, that site must be covered by a site specific Plan of Management and is not covered by this generic Plan of Management.

2. Core Objectives of Community Land – Public Halls

The core objective for the parcels included within this draft generic Plan of Management is for the preservation, enhancement, development and maintenance of the public halls and surrounding community land to ensure the facility continues to be utilised effectively by the community both at present and into the future.

2.1 General Community Use Category

Section 36(l) of the *Local Government Act 1993* specifies that the core objectives for land categorised as “general community use” are as follows:

- To promote, encourage, and provide for the use of the land, and to provide facilities on the land, to meet the current and future needs of the local community and of the wider public:
 - a) in relation to public recreation and physical, cultural, social and intellectual welfare or development of individual members of the public; and
 - b) in relation to purposes for which a lease, licence or other estate may be granted in respect of the land (other than the provision of public utilities and works associated with or ancillary to public utilities).

3. Community Values Relating to Community Land

3.1 General Community Use (GCU) Values and Objectives

GCU Value	GCU Objective
Scenic	To provide community and/or recreational facilities which have minimal impact on the visual amenity of the area.
Environmental	To provide a community facility which is ecologically sustainable and has minimal adverse impact on surrounding natural area.
Social	To develop community facilities which provide space for the community to pursue recreational, leisure, cultural, community and social interests.
Community Services	To develop community facilities which provide space for activities which address the social and welfare needs of the local community.

4. What are Management Issues for Community Land?

Management issues are matters that arise periodically and generally impact on the areas of community land. The identified management issues are used to define management strategies in the resulting action plans. The identification of potential management issues assists Council in establishing action plans to carry out mitigation strategies in order to ensure that community land is used, maintained and managed in a sustainable way. The following action plan gives details of the strategies and actions recommended to be adopted and carried out under the Plan of Management for public halls.

Funding for the various items in the action plan may be available from income obtained through hall hire fees, Council's General Fund, Section 94 Contributions that are specifically collected for community land sites, the Public Reserve Management Fund or specialised funding from either Commonwealth or State Government.

4.1 Management Issues for Land Classified as General Community Use – Public Halls

4.1.1 Safety and Risk Assessment

Objective	Performance Target	Means of Achieving Objective & Performance Target	Manner of Assessment
<p>Minimise opportunities for risk of injury in community land.</p> <p>Ensure the safety of the public whilst visiting public halls and public hall sites.</p>	<p>Ensure Council and user groups are adequately protected from risk and public liability.</p> <p>Encourage community involvement in the recognition and remediation of public risk.</p> <p>Prevent unsafe use of areas.</p> <p>Ensure all facilities are constructed, installed and maintained to the relevant Australian Standards.</p> <p>Ensure the public is not threatened by fire or flood.</p> <p>Discourage anti-social behaviours and encourage community involvement in reporting such behaviour.</p> <p>Manage community land to reduce bushfire risk to life and property.</p> <p>Develop permanent asset protection zones.</p> <p>Identify high priority public halls and public hall sites for fire management.</p>	<p>Ensure all registered users are adequately protected by liability insurance. If the users intend to carry out high risk activities a full risk assessment prior to use may be required to assist in identifying problem areas and potential risk mitigation strategies.</p> <p>Undertake periodic risk assessments at all public halls and public hall sites located on general community use Crown land.</p> <p>Ensure regulatory signage is current and appropriately located.</p> <p>Review any existing facilities in accordance with Council's Engineering Guidelines.</p> <p>Respond promptly and appropriately to claims of dangerous behaviour and/or damage to infrastructure/equipment.</p>	<p>Number of public liability claims on community land classified as General Community Use – Public Halls.</p> <p>Consistency with Engineering Guidelines.</p> <p>Undertake flood studies and bushfire assessments.</p>

4.1.2 Maintenance

Objective	Performance Target	Means of Achieving Objective & Performance Target	Manner of Assessment
Ensure areas are safe and fit for purpose.	<p>Ensure community land is maintained to standard.</p> <p>Reduce visual barriers that hide vandalism activities.</p> <p>Reduce the amount of litter and dumping incidents.</p> <p>Repair and/or replace out-dated facilities to an acceptable standard.</p> <p>Ensure that all lease and licence agreements are current.</p> <p>Ensure all volunteer management committees operate in accordance with their agreement.</p>	<p>Prioritise maintenance tasks that pose a risk to safety and functionality of community land.</p> <p>Adequately provide for maintenance works in annual budget.</p> <p>Incorporate community land classified as General Community Use – public halls and public hall sites to Council’s reporting system for immediate response to damage or vandalism.</p> <p>Ensure any development on the site is assessed using the “Safer by Design” guidelines issued by the Department of Planning.</p> <p>Install lighting where appropriate.</p> <p>Clear dumped rubbish promptly, track down offenders and install signage to discourage dumping.</p> <p>Conduct a review of all facilities on public hall sites and source funding to upgrade facilities where necessary.</p> <p>Periodically review lease, licence and management committee agreements.</p> <p>Negotiate lease and licence agreements as they expire.</p> <p>Provide ongoing assistance, support and information to volunteer management committees.</p>	<p>Monitor annual maintenance budgets.</p> <p>Community feedback.</p> <p>Report dumping incidents to Council Compliance Officers.</p> <p>Outcomes of lease, licence and management committee reviews.</p>

4.1.3 Access and Connectivity

Objective	Performance Target	Means of Achieving Objective & Target	Manner of Assessment
<p>Minimise adverse impacts of public access onto community land.</p> <p>Ensure all community land classified as General Community Use – public halls and public hall sites provides appropriate access for all users.</p>	<p>Prevent unauthorised access to community land.</p> <p>Ensure that each facility is accessible and in accordance with relevant standards.</p> <p>Ensure pedestrian access and connectivity with the surrounding areas.</p> <p>Design and construct walking tracks ensuring minimal erosion and soil loss.</p> <p>Identify suitable locations for development of access for people with disabilities.</p>	<p>Close any non-essential pedestrian and vehicle access.</p> <p>Provide adequate parking where appropriate and consider car parking in all site specific master plans.</p> <p>Review car parking and pedestrian accessibility provisions at all community land classified as General Community – public halls and public hall sites in accordance with Council's Development Control Plan, Engineering Guidelines, Community Strategic Plan, Inclusion (Disability) Action Plan and Inverell Public Open Space Strategic Plan.</p> <p>Stop unauthorised use of community land classified as General Community Use for access to private lands.</p> <p>Maintain existing roads and walking tracks to ensure safety and prevent erosion.</p> <p>Inspect tracks and footpaths and maintain when necessary.</p> <p>Plan and develop pathways to ensure minimal erosion and soil loss.</p>	<p>Consistency with Council's Development Control Plan, Engineering Guidelines, Community Strategic Plan, Inclusion (Disability) Action Plan and Inverell Public Open Space Strategic Plan.</p> <p>Community feedback.</p> <p>Council Officer Inspections.</p>

4.1.4 Environment

Objective	Performance Target	Means of Achieving Objective and Performance Target	Manner of Assessment
<p>To manage community land classified as General Community Use – public halls and public hall sites so as to maintain the ecological values.</p> <p>Maintain ecological processes when managing community and classified as General Community Use – public halls and public hall sites.</p> <p>Retain the distribution, abundance and diversity of native species and existing communities.</p> <p>Manage and eradicate pests, plants and noxious weeds.</p>	<p>Ensure habitat values are not compromised and improve values where appropriate.</p> <p>Avoid compromising biodiversity values as perceived by the public about threats posed by native fauna and flora.</p> <p>Identify areas where domestic animals are to be excluded.</p> <p>Manage impacts to aboriginal heritage when developing and maintaining community land.</p>	<p>Identify sensitive community land classified as General Community Use – public halls and public hall sites.</p> <p>Implement necessary environmental management practices and development constraints.</p> <p>Undertake a revegetation program where required.</p> <p>Develop an ongoing maintenance program of rare and threatened species.</p> <p>Map and document the location of rare and threatened species.</p> <p>Erect signs notifying the community of sensitive areas and exclusion of domestic animals.</p> <p>Control weeds using best practice.</p> <p>Manage impacts to aboriginal heritage in accordance with Office of Environment & Heritage guidelines.</p> <p>Undertake mandatory training courses to ensure staff understand the correct procedures for washing down and blowing down equipment after mowing to minimise the spread of weeds.</p> <p>Carefully control management practices eg. Fertiliser application rates and rehabilitation of bare areas particularly when in proximity to watercourses and wetlands.</p>	<p>Assess key environmental indicators for community land classified as General Community Use – public halls and public hall sites.</p>

4.1.5 Community Involvement

Objective	Performance Target	Means of Achieving Objective and Performance Target	Manner of Assessment
<p>Involve the community in the management of community land classified as General Community – public halls and public hall sites.</p> <p>Reduce the impact of neighbouring properties on community land classified as General Community Use – public halls and public hall sites.</p>	<p>Encourage the participation of the community in reporting incidents.</p> <p>Assess community values of community land classified as General Community Use – public halls and public hall sites.</p> <p>Encourage neighbours to notify Council of any concerns regarding vandalism, dumping, noise etc.</p>	<p>Continue to support community groups that actively monitor and maintain public halls and public hall sites.</p> <p>Undertake community surveys to determine the values of the community in developing and managing community land.</p>	Community feedback.

4.1.6 Landscape Design and Character

Objective	Performance Target	Means of Achieving Objective and Performance Target	Manner of Assessment
<p>Ensure that the landscape character of General Community Use – public halls and public hall sites.</p> <p>To minimise adverse impacts on adjacent land uses.</p> <p>To maximise the sustainability of community land.</p>	<p>Any paths, signs, structures etc. in areas classed as General Community Use – public halls and public hall sites must be sympathetic to the existing setting.</p> <p>Protect the heritage, cultural, aesthetic values of the land and facilities.</p> <p>Retain and enhance the community land classified as General Community Use – public halls and public hall sites where possible.</p> <p>New structures to be located in appropriate areas and designed appropriately.</p>	<p>Plan appropriately including materials selection and colour schemes.</p> <p>Consider constraints such as flooding and bushfire when siting facilities.</p> <p>Consider adjacent land uses when developing community land.</p> <p>Ensure any development on the site is assessed using the “Safer by Design” guidelines issued by the Department of Planning.</p>	<p>Consistency with engineering guidelines.</p> <p>Reported rates of vandalism.</p>

	Reduce the potential for crime within community land.		
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4.2 Parcels Included in this Draft Plan of Management

4.2.1 Ashford Public Hall

Ashford Public Hall (also referred to as Ashford Memorial Hall) is currently leased to the Department of Education and Training with a term dated from 25 January 2010 to 24 January 2030. The aims and objectives of this agreement are:

- a) To facilitate access to a community asset by the students, teachers, parents and citizens of the Ashford Central School, in a manner that enables the timely undertaking of education and development activities.
- b) To permit continued community use of the premises.
- c) To ensure ongoing effective communication and cooperation between the Lessor and Lessee.

Within this agreement, the Department of Education and Training are liable for the payment of rates, water and electricity. The Lessee is also required to keep the premises and surrounds in good repair and properly maintained in all respects with the exception of fair wear and tear.

Inverell Shire Council works to identify funding schemes that are applicable for the Ashford Public Hall. In 2011 the Council secured funding from the NSW Government's "Building the Country - Community Hall Renewal Fund" which provided contribution towards the refurbishment of the existing toilets and the construction of a disabled toilet and new sewer lines.

The prospects for the Ashford Public Hall within the next 5 years is to continue to maintain the facility and ground to a high standard and respond to all reasonable requests put forth by the lessees and the community.

4.2.2 Delungra Public Hall

Delungra Public Hall (also referred to as Delungra Multi-Purpose Hall) is currently overseen by the Delungra Multi-Purpose Hall Committee. The committee takes bookings for the use of the hall, cleans, carries out maintenance and pays running costs including water, electricity and rates from the hire revenue.

The Delungra Public Hall is utilised by the community as a facility for indoor recreation activities such as squash, aerobics, karate, Girl Guides as well as a facility for hire by community groups and Delungra Public School. The building is comprised of 2 squash courts, a main hall area, kitchen and public toilets located on the exterior of the building.

At present, a rising damp issue has been located at several sites throughout the hall. Council building surveyors are monitoring the spread and severity to determine the best course of action for remediation. Funding for repairs will be sourced from Commonwealth Government grants, NSW Government grants or Council General Ledger dependent on the expected outlay and availability of adequate funds. Recently, the Drought Communities Programme grant provided funding for the repair plumbing issues, toilet cisterns and drainage earthworks.

The prospect for the Delungra public hall within the next 5 years is to assess and remediate the rising damp issue, repair damages and repaint the interior of the hall including squash court lines.

4.2.3 Yetman Public Hall and Yetman Public Hall Site

Yetman Public Hall (also referred to as Yetman Memorial Hall) and surrounds is operated by the Yetman Hall and Progress Committee. The Committee not only takes bookings and carries out maintenance and cleaning of the hall, but they also serve as a medium for the Yetman community

to voice their ambitions for development of the hall to Council, assist in consultations and realisation of works to ensure the hall continues to serve the community effectively.

In 2015, Council secured funding through NSW Government's Community Building Partnerships fund and Council outlay to sand and polish flooring, paint the interior walls and ceiling, install fans, carry out ceiling upgrades and erect a fence and shade awning. 2020 saw Council secure funding through the Australian Government's Drought Communities Programme which enabled the exterior painting of the hall. Council also provided funding for the construction of a new meeting room, disabled toilets and an upgrade to the existing bathroom facilities.

The adjoining land referred to as the Yetman public hall site is predominantly used by the community as off street parking for events taking place in the hall as well as a site for community events such as markets and fetes.

As extensive works have been carried out, the prospect for the Yetman Public Hall and grounds within the next 5 years is to support the committee in the maintenance of the hall and grounds to a high standard and respond to reasonable requests from the committee and community.

4.3 Policies or Plans which may affect the Management of Community Land

Council has many plans and policies that may affect the management of community land beyond the discussed management issues and resulting action plans. The major influences are Council's existing adopted policies, Council's own budgeting process, and Council's commitment to working with the community in providing and facilitating the provision of services that enhance the quality of life for all residents.

Council Policies

Inverell Shire Council Policies/Strategies that may relate to Community Land	Year Adopted
Bicycles on Footpaths	2009
Community Mowers	2009
Community Strategic Plan	2017
Cultural & Art Strategic Plan	
Delivery Plan	2017
Disabled Access	2009
Erosion & Sediment Control	2009
Halls – Crown Land	2001
Inclusion (Disability) Action Plan	2017
Inspection Reports – Sporting Equipment, Playground Equipment etc.	2009
Inverell Public Open Space Strategy	2017
Local Emergency Management	2007
Pesticide Notification Plan	2017
Public Halls – Fire Protection	2009
Roadside Slashing	2009
Roadside Treatment Policy (Weeds)	2009
State of the Environment Report	2011
Subdivisions – Public Reserves	2009

5. Review

Reviews of this Plan of Management will be carried out at 5 year intervals with the appropriate consultation processes with all relevant stakeholders and the community being undertaken at these reviews. Each review will assess the performance of this Plan of Management along with its alignment with community values and requirements. Surveys will be available for the community to participate in reviews. In the event that a parcel of land included in this Plan of Management becomes a highly significant asset to the community, a site specific Plan of Management will be compiled.

Appendix 1 – Schedule A

Parcel Number	Title	Property Address	Suburb	Description	Categorisation	Map Ref	Reserve Name
97846	Lot 5 Section 30 DP 758036	56 Inverell Street	Ashford	Public Hall	General Community Use	2.0	Ashford Public Hall
510012	Lots 2, 4-5 Section 10 DP 758348	19 Railway Street	Delungra	Public Hall	General Community Use	2.1	Delungra Public Hall
560015	Lot 1 Section 1 DP 759142	82-84 Warialda Street	Yetman	Public Hall	General Community Use	2.2	Yetman Public Hall
86020	Lot 7005 DP 96094	78 Warialda Street	Yetman	Public Hall Site	General Community Use	2.3	Yetman Public Hall Adjoining Land

Map 1 - Inverell Shire



Appendix 2 - Maps

Map 2.0 – Ashford Public Hall



Inverell Shire Council Generic POM

Map 2.1 – Delungra Public Hall



Map 2.2 – Yetman Public Hall



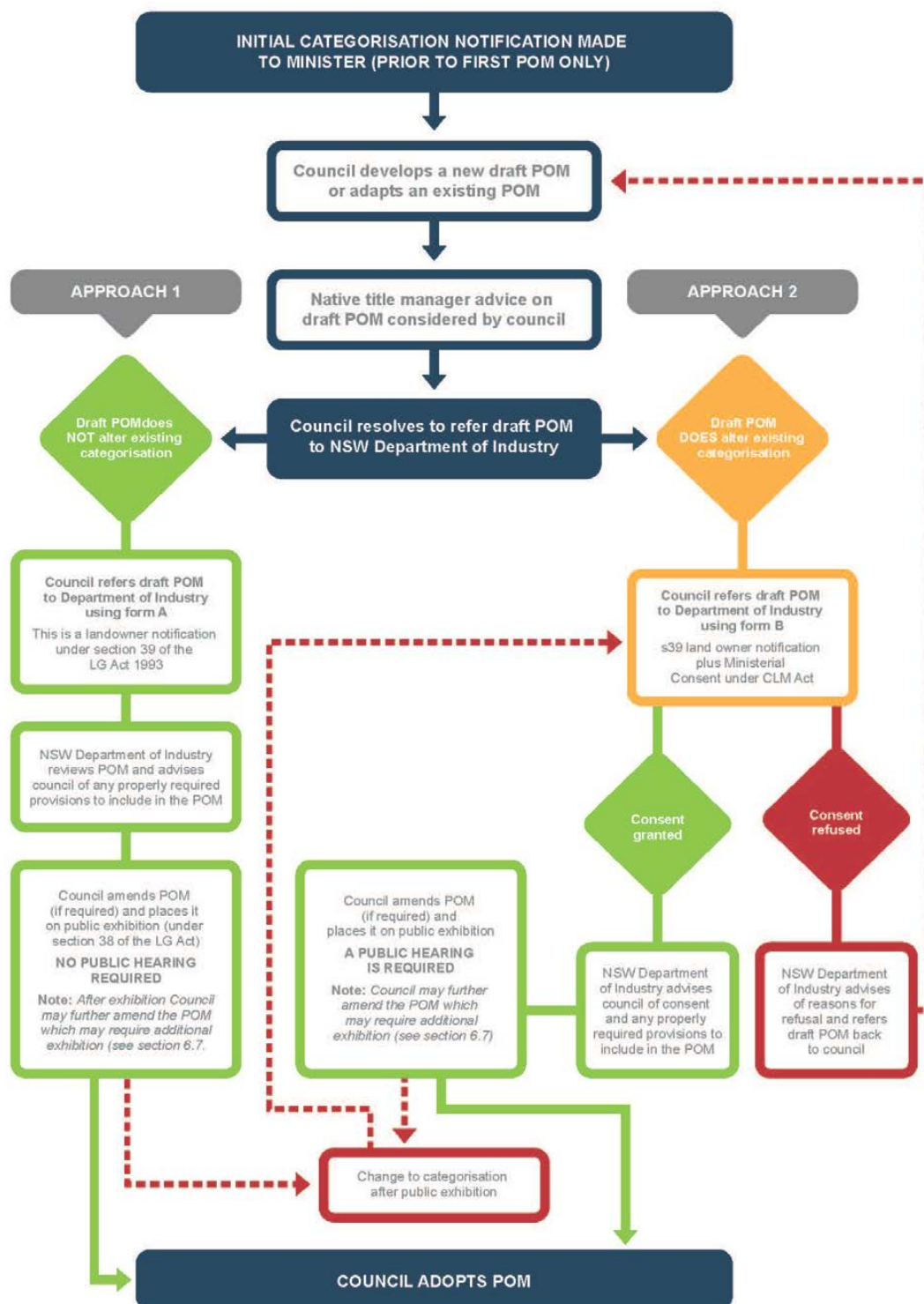
 Inverell Shire Council Generic POM

Map 2.3 – Yetman Public Hall Site



Developing plans of management for community land Crown reserves— guidelines

Figure 1 Overview of the POM adoption process



9.4 EMPLOYMENT ZONES REFORM

File Number: S18.6.49 / 22/8162

Author: Anthony Alliston, Manager Development Services

SUMMARY:

An information report detailing the proposed changes to Inverell's existing business and industrial zones by NSW Department of Planning and Environment was presented to the Civil and Environmental Services Committee on 9 March, 2022. The changes are known as the employment zones reform and will apply to all NSW Councils.

This report has been initiated as a result of written confirmation from the Department of Planning and Environment in regards to the translation of the following employment zones for Inverell:

- **E1 Local Centre zone** - to replace the B1 Neighbourhood Centre zone;
- **E2 Commercial Centre zone** - to replace the B2 Local Centre zone;
- **SP4 Enterprise zone** - to replace the B5 Business Development zone; and
- **E4 General Industrial zone** - to replace the IN1 General Industrial zone.

Council is being asked to endorse the "*translation of the employment zones land use tables*" for the purpose of the public exhibition as part of the Department Planning and Environment's employment zones reform.

RECOMMENDATION:

That Council:

- i. *Endorse the "translation of the employment zones land use tables" for the purpose of the public exhibition as part of the Department of Planning and Environment's employment zones reform; and*
- ii. *The Director Civil and Environmental Services be authorised to undertake the procedural steps associated with the progress of the employment zones reform, including any changes and minor amendments consistent with the intent of the reforms; and*
- iii. *A further report be submitted in relation to the employment zones reform following public exhibition.*

COMMENTARY:

BACKGROUND

On 9 March, 2022 the Civil and Environmental Services Committee was presented with an information report detailing the proposed changes to Inverell's existing business and industrial zones by NSW Department of Planning and Environment (DPE). A copy of the information report is included as **Attachment 1**.

Original Zone Translation

Under the original version (1.0) of the "preliminary translation of the employment zones land use tables" DPE allocated Inverell with the following zones:

- **E1 Local Centre** – translation of B1 Neighbourhood Centre and B2 Local Centre;
- **E3 Productivity Support** – translation of the B5 Business Development zone; and
- **E4 General Industrial** – translation of the IN1 General Industrial zone.

Council's request for Alternate Zone Translation

Council staff reviewed Department of Planning and Environment's translation and prepared a submission requesting that the Department consider alternate zones for Inverell as part of the employment zones reform.

The submission requested consideration of the following employment zones for Inverell:

- **E1 Local Centre zone** - to replace the B1 Neighbourhood Centre zone;
- **E2 Commercial Centre zone** - to replace the B2 Local Centre zone;
- **SP4 Enterprise zone** - to replace the B5 Business Development zone; and
- **E4 General Industrial zone** - to replace the IN1 General Industrial zone.

On Monday 14 February, 2022 Council received written confirmation from the Department of Planning and Environment that Inverell's request to consider alternate zones (as above) has been accepted. A copy of the revised "*translation of the employment zones land use tables*" (version 4.0) is included in **Attachment 2**.

The most noteworthy matter concerning the allocated zones is that relating to the SP4 Enterprise zone, which is to replace the B5 Business Development zone. In this regard the proposed land uses contained within the SP4 Enterprise zone are a direct translation to those currently contained within the B5 Business Development zone. This means that there will be continued protection of the integrity of the strategically identified and endorsed large format bulky goods precinct within Inverell.

Conclusion

Council's request to the Department Planning and Environment to consider alternate zones as part of the employment zones reform has been accepted. In reviewing the land uses contained within the "*translation of the employment zones land use tables*", they are considered to be consistent with Council's existing zones.

Council is being asked to endorse the "*translation of the employment zones land use tables*" for the purpose of the public exhibition as part of the Department of Planning and Environment's employment zones reform.

Council have been advised that the Department is proposing to coordinate a centralised public exhibition of all Council LEP amendments in April 2022. A further report will be prepared following the public exhibition.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

The changes proposed by the Department of Planning and Environment to the *Inverell Local Environmental Plan 2012* will change existing business and employment zones descriptions. The changes will not alter the intent of the zones.

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. **Civil and Environmental Services Committee Report - 9 March 2022** [↓](#)
2. **Translation of the employment zones land use tables** [↓](#)

6.2 EMPLOYMENT ZONES REFORM**File Number:** S18.6.49 / 22/5613**Author:** Anthony Alliston, Manager Development Services**SUMMARY:**

The purpose of this report is to inform the Civil and Environmental Services Committee of the proposed changes to Inverell's existing business and industrial zones by NSW Department of Planning and Environment. The changes are known as the employment zones reform and will apply to all NSW Councils.

COMMENTARY:**Background**

During 2020 and 2021, the Department of Planning and Environment has been reviewing and rationalising the business (B1–B8) and industrial (IN1–IN4) zones across the state. The Department considers that the reform will better accommodate the changing needs of businesses, better support state and local strategic planning, increase investment, and boost jobs growth.

The Standard Instrument (Local Environmental Plans) Order 2006 (SI LEP Order) has now been amended to give effect to the employment zones reform that, on completion, will replace the existing Business and Industrial zones with new zones. All Standard Instrument local environmental plans in NSW must be made in accordance with the SI LEP Order. A copy of the SI LEP Order is included as **Attachment 1**.

This means that a translation amendment to the *Inverell Local Environmental Plan 2012* is required. The Department of Planning and Environment is coordinating the translation of all Council's LEP amendments and is proposing a centralised public exhibition of all LEP amendments in April 2022.

Existing Business and Industrial Zones

Pursuant to the *Inverell Local Environmental Plan 2012* there are currently four (4) Business and Industrial Zones, being:

- Zone B1 Neighbourhood Centre;
- Zone B2 Local Centre;
- Zone B5 Business Development; and
- Zone IN1 General Industrial.

Attachment 2 includes a land zoning map showing the locations of Inverell's existing Business and Industrial Zones.

There are two (2) areas zoned B1 Neighbourhood Centre, with one being located at Wade Street and the other located just outside the CBD in Chester Street. The B2 Local Centre zone is Inverell's CBD. There is only one (1) area in Inverell zoned B5 Business Development, which is located on the corner of Jardine Road and the Gwydir Highway. There are three (3) areas of IN1 General Industrial, being located at Ring Street, Brissett Street and Rifle Range Road.

Proposed Zones

Under the employment zones framework, the Department of Planning and Environment (DPE) has amended the SI LEP Order (**Attachment 1**) to introduce five employment zones and three supporting zones.

The new zones are:

- E1 Local Centre;
- E2 Commercial Centre;
- E3 Productivity Support;
- E4 General Industrial; and

Civil and Environmental Services Committee Meeting Agenda

9 March 2022

- E5 Heavy Industrial.

Supporting zones

- MU1 Mixed Use;
- W4 Working Waterfront; and
- SP4 Enterprise.

These new employment zones came into effect within the Standard Instrument Principal Local Environmental Plan on 1 December, 2021.

Preliminary Translation detail for Inverell

To progress the translation to the new zones DPE has provided a preliminary translation of Council's LEP including land use tables. **Attachment 3** includes a copy of the "preliminary translation of the employment zones land use tables".

With reference to **Attachment 3** DPE has allocated Inverell with the following zones:

- E1 Local Centre – translation of B1 Neighbourhood Centre and B2 Local Centre;
- E3 Productivity Support – translation of the B5 Business Development zone; and
- E4 General Industrial – translation of the IN1 General Industrial zone.

E1 Local Centre

Inverell's CBD is currently zoned B2 Local Centre under the Inverell LEP and has been allocated the E1 Local Centre zone. On face value this translation seems appropriate, however, based on Inverell's growth and its regional catchment for business and retail, Council staff have requested that DPE consider allocating Inverell's CBD as E2 Commercial Centre zone. Below is an extract of the submission to DPE.

"Council considers that the E2 Commercial Centre Zone is more appropriate for Inverell's CBD. Inverell CBD has a strong and growing district/regional focus. The CBD includes major supermarket chains, entertainment (Town Hall, cinema), tourist and visitor accommodation and clusters of community and social infrastructure (govt services, medical centres and childcare centres). This is reinforced in Council's Employment Lands Strategy (Section 2.3) & Inverell's Local Strategic Planning Statement."

E1 Local Centre zone was also allocated to Inverell's existing two (2) pockets of B1 Neighbourhood Centre zone located at Wade Street and Chester Street. Council staff consider that the E1 Local Centre zone is appropriate.

The Primary difference between the E1 Local Centre and the E2 Commercial Centre is that the E1 Local Centre focuses on providing retail and business needs for local residents while the E2 Commercial Centre has more of a focus on the district and regional catchment.

E3 Productivity Support

E3 Productivity Support zone has been allocated to the existing B5 Business Development zone. Council currently has only one (1) area of land Zoned B5 Business Development located on the corner of Jardine Road and the Gwydir Highway.

This area has been specifically identified for large format development and has been the subject of extensive strategic planning and endorsement by DPE. With reference to **Attachment 3** the E3 Productivity Support zone allows a significant array of uses that are not consistent with the existing B5 zone or Council's strategic intent. Below is an extract of Council's submission to DPE to allocate this zone as SP4 Enterprise zone.

"Council considers that the SP4 Enterprise zone is more appropriate due to the uniqueness of the situation."

It is currently the only B5 Zone in the Shire. As can be seen (Inverell Employment Lands Strategy) it has been identified for this type of large format development and not for smaller scale uses that can and should be located in our current IN1 General Industrial Zone. If this "Bunnings" site is translated to the proposed E3 Productivity Support Zone, it will be inconsistent with our endorsed strategic planning."

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9 March 2022

Council feels that the SP4 Enterprise Zone is a better translation and better fits with Council's existing strategic planning and long-term vision.

Our endorsed Employment Lands Strategy. Section 3.2 pp 17 discusses Large Format Bulky Goods Development. See also Section 4.2 Potential Enterprise Corridor."

It is considered very important that Council protect the integrity of the large format bulky goods precinct.

E4 General Industrial

The E4 General Industrial zone is considered to be a direct translation of the existing IN1 General Industrial zone. With reference to **Attachment 3**, the zone objectives and permitted land uses are consistent and appropriate.

Conclusion

Council staff have completed a review of Department of Planning and Environment's translation. A submission has been made requesting that the Department consider alternate zones for Inverell as part of the employment zones reform.

On Monday 28 February, 2022 Council received verbal advice from the Department of Planning and Environment that Inverell's request to consider alternate zones, as discussed above, has been accepted. This means that as part of the employment zones reform translation, Inverell will have:

- **E1 Local Centre zone** - to replace the B1 Neighbourhood Centre zone;
- **E2 Commercial Centre zone** - to replace the B2 Local Centre zone;
- **SP4 Enterprise zone** - to replace the B5 Business Development zone; and
- **E4 General Industrial zone** - to replace the IN1 General Industrial zone.

Once Council staff receive confirmation from Department of Planning and Environment, a further report will be prepared to Council. The report will seek the endorsement of Council in regard to the public exhibition of the proposed zones (as above) as part of the employment zones reform.

Council have been advised that the Department is proposing to coordinate a centralised public exhibition of all Council LEP amendments in April 2022.

ATTACHMENTS:

1. **Standard Instrument LEP Order 2021**
2. **Inverell Local Environmental Plan 2012 - Zone Map**
3. **Preliminary translation of the Employment Zones Land Use Tables - Inverell**

Standard Instrument (Local Environmental Plans) Amendment (Land Use Zones) Order 2021

Zone E1 Local Centre

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs
Business identification signs
Home businesses
Home industries
Home occupations
Recreation areas
Roads

1 Objectives of zone

- To provide a range of retail, business and community uses that serve the needs of people who live, work or visit the area.
- To encourage investment in local commercial development that generates employment opportunities and economic growth.
- To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council’s strategic planning for residential development in the area.
- To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.

2 Permitted without consent

3 Permitted with consent

Amusement centres; Boarding houses; Centre-based child care facilities; Commercial premises; Community facilities; Entertainment facilities; Function centres; Hotel or motel accommodation; Information and education facilities; Local distribution premises; Medical centres; Oyster aquaculture; Places of public worship; Public administration buildings; Recreation facilities (indoor); Respite day care centres; Service stations; Shop top housing; Tank-based aquaculture; Veterinary hospitals

4 Prohibited

Zone E2 Commercial Centre

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs

Business identification signs

Home businesses

Home industries

Home occupations

Roads

1 Objectives of zone

- To strengthen the role of the commercial centre as the centre of business, retail, community and cultural activity.
- To encourage investment in commercial development that generates employment opportunities and economic growth.
- To encourage development that has a high level of accessibility and amenity, particularly for pedestrians.
- To enable residential development that is consistent with the Council’s strategic planning for residential development in the area.
- To ensure that new development provides diverse and active street frontages to attract pedestrian traffic and to contribute to vibrant, diverse and functional streets and public spaces.

2 Permitted without consent**3 Permitted with consent**

Amusement centres; Artisan food and drink industries; Backpackers’ accommodation; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Hotel or motel accommodation; Information and education facilities; Local distribution premises; Medical centres; Mortuaries; Oyster aquaculture; Passenger transport facilities; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Respite day care centres; Restricted premises; Tank-based aquaculture; Vehicle repair stations; Veterinary hospitals

4 Prohibited

Zone E3 Productivity Support

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs

Business identification signs

Home industries

Roads

1 Objectives of zone

- To provide a range of facilities and services, light industries, warehouses and offices.
- To provide for land uses that are compatible with, but do not compete with, land uses in surrounding local and commercial centres.
- To maintain the economic viability of local and commercial centres by limiting certain retail and commercial activity.
- To provide for land uses that meet the needs of the community, businesses and industries but that are not suited to locations in other employment zones.
- To provide opportunities for new and emerging light industries.
- To enable other land uses that provide facilities and services to meet the day to day needs of workers, to sell goods of a large size, weight or quantity or to sell goods manufactured on-site.

2 Permitted without consent**3 Permitted with consent**

Animal boarding or training establishments; Boat building and repair facilities; Business premises; Centre-based child care facilities; Community facilities; Depots; Function centres; Garden centres; Hardware and building supplies; Hotel or motel accommodation; Industrial retail outlets; Industrial training facilities; Information and education facilities; Landscaping material supplies; Light industries; Local distribution premises; Markets; Mortuaries; Neighbourhood shops; Office premises; Oyster aquaculture; Passenger transport facilities; Places of public worship; Plant nurseries; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Research stations; Respite day care centres; Rural supplies; Service stations; Specialised retail premises; Storage premises; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle body repair workshops; Vehicle repair stations; Vehicle sales or hire premises; Veterinary hospitals; Warehouse or distribution centres; Wholesale supplies

4 Prohibited

Zone E4 General Industrial

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs

Business identification signs

Roads

1 Objectives of zone

- To provide a range of industrial, warehouse, logistics and related land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.
- To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers.

2 Permitted without consent**3 Permitted with consent**

Depots; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Industrial retail outlets; Industrial training facilities; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Take away food and drink premises; Tank-based aquaculture; Warehouse or distribution centres

4 Prohibited**Zone E5 Heavy Industrial**

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs

Business identification signs

Roads

1 Objectives of zone

- To provide areas for industries that need to be separated from other land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.

2 Permitted without consent**3 Permitted with consent**

Data centres; Depots; Freight transport facilities; General industries; Hazardous storage establishments; Heavy industries; Industrial training facilities; Offensive storage establishments; Oyster aquaculture; Tank-based aquaculture; Warehouse or distribution centres

4 Prohibited

Zone MU1 Mixed Use

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs

Business identification signs

Home industries

Roads

1 Objectives of zone

- To encourage a diversity of business, retail, office and light industrial land uses that generate employment opportunities.
- To ensure that new development provides diverse and active street frontages to attract pedestrian traffic and to contribute to vibrant, diverse and functional streets and public spaces.
- To minimise conflict between land uses within this zone and land uses within adjoining zones.
- To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.

2 Permitted without consent**3 Permitted with consent**

Amusement centres; Boarding houses; Car parks; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Information and education facilities; Light industries; Local distribution premises; Medical centres; Oyster aquaculture; Passenger transport facilities; Places of public worship; Recreation areas; Recreation facilities (indoor); Registered clubs; Respite day care centres; Restricted premises; Seniors housing; Shop top housing; Tank-based aquaculture; Tourist and visitor accommodation; Vehicle repair stations

4 Prohibited**Zone SP4 Enterprise**

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Roads

1 Objectives of zone

- To provide for development and land uses that support enterprise and productivity.

2 Permitted without consent**3 Permitted with consent**

Building identification signs; Business identification signs; Food and drink premises

4 Prohibited

Zone W4 Working Waterfront

Direction— The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Roads

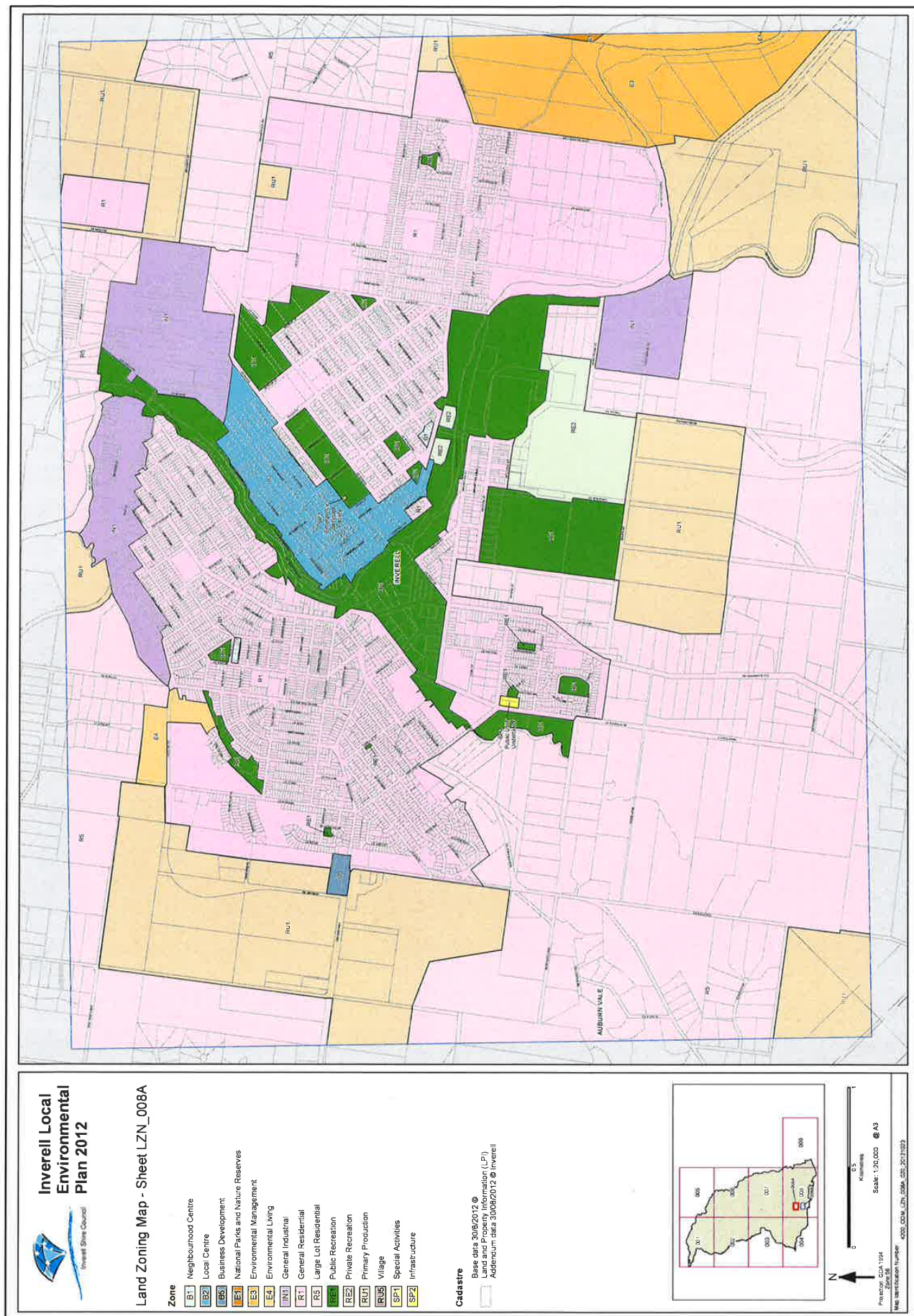
1 Objectives of zone

- To retain and encourage industrial and maritime activities on foreshores.
- To identify sites for maritime purposes and for activities requiring direct foreshore access.
- To ensure that development does not have an adverse impact on the environment and visual qualities of the foreshore.
- To encourage employment opportunities.
- To minimise any adverse effect of development on land uses in other zones.

2 Permitted without consent**3 Permitted with consent**

Aquaculture; Boat building and repair facilities; Boat launching ramps; Jetties; Light industries

4 Prohibited





Preliminary translation of the employment zones land use tables

Inverell LEP 2012 land use tables (Version 1.0)

Draft for Discussion Purposes | October 2021 | Version 1.0

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



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PRELIMINARY TRANSLATION

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



Inverell Local Environmental Plan 2012

Zone E1 Local Centre

Direction

The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs; Business identification signs; Home businesses; Home industries; Home occupations; Recreation areas; Roads

Guidance

The following needs to be considered by council in finalising the land use table:

1. Land uses - a decision by council as to whether council permits or prohibits—
Pond-based aquaculture; Tourist and visitor accommodation (as the group term) and non-mandated land use sub-terms – backpackers’ accommodation; bed and breakfast accommodation; farm stay accommodation; and serviced apartments.
2. Objectives – there may be guidance detailed in *1 Objectives of zone* for council feedback. This includes whether to ‘retain’, ‘delete’ or ‘amend’ a local objective.

1 Objectives of zone

- To provide a range of retail, business and community uses that serve the needs of people who live, work or visit the area.
- To encourage investment in local commercial development that generates employment opportunities and economic growth.
- To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council’s strategic planning for residential development in the area.
- To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.

2 Permitted without consent

Flood mitigation works; Home occupations; Home-based child care; Moorings; Roads

3 Permitted with consent

Amusement centres; Boarding houses; Building identification signs; Business identification signs; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Home businesses; Home industries; Hotel or motel accommodation; Information and education facilities; Light industries; Local distribution premises; Medical centres; Oyster aquaculture; Passenger transport facilities; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Registered clubs; Respite day care centres; Restricted premises; Service stations; Shop top housing; Tank-based aquaculture; Veterinary hospitals; Any other development not specified in item 2 or 4

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Biosolids treatment facilities; Cemeteries; Correctional centres; Crematoria; Eco-tourist facilities; Exhibition villages; Extractive industries; Farm buildings; Forestry; Heavy industrial storage establishments; Home occupations (sex services); Industries; Open cut mining; Residential accommodation; Resource recovery facilities; Rural industries; Sewage treatment plants; Sex services premises; Storage premises; Waste disposal facilities; Water recycling facilities

PRELIMINARY TRANSLATION

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



Zone E3 Productivity Support

Direction

The following must be included as either “Permitted without consent” or “Permitted with consent” for this zone—

Building identification signs; Business identification signs; Home industries; Roads

Guidance

The following needs to be considered by council in finalising the land use table:

1. Land uses - a decision by council as to whether council permits or prohibits—
Pond-based aquaculture
2. Objectives – there may be guidance detailed in *1 Objectives of zone* for council feedback.
This includes whether to ‘retain’, ‘delete’ or ‘amend’ a local objective.

1 Objectives of zone

- To provide a range of facilities and services, light industries, warehouses and offices.
- To provide for land uses that are compatible with, but do not compete with, land uses in surrounding local and commercial centres.
- To maintain the economic viability of local and commercial centres by limiting certain retail and commercial activity.
- To provide for land uses that meet the needs of the community, businesses and industries but that are not suited to locations in other employment zones.
- To provide opportunities for new and emerging light industries.
- To enable other land uses that provide facilities and services to meet the day to day needs of workers, to sell goods of a large size, weight or quantity or to sell goods manufactured on-site.

2 Permitted without consent

Flood mitigation works; Roads

3 Permitted with consent

Animal boarding or training establishments; Boat building and repair facilities; Building identification signs; Business identification signs; Business premises; Centre-based child care facilities; Community facilities; Depots; Function centres; Garden centres; Hardware and building supplies; Hotel or motel accommodation; Industrial retail outlets; Industrial training facilities; Information and education facilities; Kiosks; Landscaping material supplies; Light industries; Local distribution premises; Markets; Mortuaries; Neighbourhood shops; Office premises; Oyster aquaculture; Passenger transport facilities; Places of public worship; Plant nurseries; Recreation areas; Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Research stations; Respite day care centres; Rural supplies; Service stations; Specialised retail premises; Storage premises; Take away food and drink premises; Tank-based aquaculture; Timber yards; Vehicle body repair workshops; Vehicle repair stations; Vehicle sales or hire premises; Veterinary

Employment zones reform



Preliminary translation of Inverell LEP 2012 land use tables

hospitals; Warehouse or distribution centres; Wholesale supplies; [Any other development not specified in item 2 or 4](#)

4 Prohibited

[Agriculture; Air transport facilities; Airstrips; Biosolids treatment facilities; Boat launching ramps; Boat sheds; Camping grounds; Caravan parks; Cemeteries; Charter and tourism boating facilities; Commercial premises; Correctional centres; Crematoria; Eco-tourist facilities; Electricity generating works; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Freight transport facilities; Heavy industrial storage establishments; Home businesses; Home occupations; Home occupations \(sex services\); Home-based child care; Industries; Jetties; Marinas; Mooring pens; Moorings; Open cut mining; Registered clubs; Residential accommodation; Resource recovery facilities; Restricted premises; Rural industries; Sewage treatment plants; Sex services premises; Tourist and visitor accommodation; Transport depots; Truck depots; Waste disposal facilities; Water recreation structures; Water recycling facilities](#)

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



Zone E4 General Industrial

Direction

The following must be included as either "Permitted without consent" or "Permitted with consent" for this zone—

Building identification signs; Business identification signs; Roads

Guidance

The following needs to be considered by council in finalising the land use table:

1. Land uses - a decision by council as to whether council permits or prohibits—
Pond-based aquaculture; Places of public worship
2. Objectives – there may be guidance detailed in *1 Objectives of zone* for council feedback.
This includes whether to 'retain', 'delete' or 'amend' a local objective.

1 Objectives of zone

- To provide a range of industrial, warehouse, logistics and related land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.
- To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers.

2 Permitted without consent

Flood mitigation works; Roads

3 Permitted with consent

Building identification signs; Business identification signs; Depots; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; Heliports; Industrial retail outlets; Industrial training facilities; Kiosks; Landscaping material supplies; Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; Plant nurseries; Rural supplies; Take away food and drink premises; Tank-based aquaculture; Timber yards; Warehouse or distribution centres; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Boat launching ramps; Boat sheds; Camping grounds; Caravan parks; Cemeteries; Centre-based child care facilities; Charter and tourism boating facilities; Commercial premises; Community facilities; Correctional centres; Eco-tourist facilities; Educational establishments; Entertainment facilities; Exhibition homes; Exhibition villages; Farm buildings; Forestry; Function centres; Hazardous industries; Health services facilities; Home businesses; Home-based child care; Jetties; Marinas; Mooring pens; Moorings; Offensive industries; Offensive storage establishments; Recreation areas; Recreation facilities (major);

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



Recreation facilities (outdoor); Registered clubs; Residential accommodation; Respite day care centres; Tourist and visitor accommodation; Veterinary hospitals; Water recreation structures

PRELIMINARY TRANSLATION

Employment zones reform

Preliminary translation of Inverell LEP 2012 land use tables



Local Provisions and Schedule 1 – Additional permitted uses

This table lists Local Provisions and Schedule 1 – Additional permitted uses. The department, in reviewing these existing provisions, has prepared a recommendation for how to proceed as part of translation into the new employment zones. Council is asked to review, confirm, or amend the recommendations.

Nil

PRELIMINARY TRANSLATION



Translation of the employment zones land use tables

Inverell LEP 2012 land use tables (Version 4.0)

Draft for Exhibition | Translation of Inverell LEP 2012 | Version 4.0

Employment zones reform

Translation of Inverell LEP 2012 land use tables



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Employment zones reform

Translation of Inverell LEP 2012 land use tables



Inverell Local Environmental Plan 2012

Zone E1 Local Centre

1 Objectives of zone

- To provide a range of retail, business and community uses that serve the needs of people who live, work or visit the area.
- To encourage investment in local commercial development that generates employment opportunities and economic growth.
- To enable residential development that contributes to a vibrant and active local centre and is consistent with the Council's strategic planning for residential development in the area.
- To encourage business, retail, community and other non-residential land uses on the ground floor of buildings.

2 Permitted without consent

[Flood mitigation works](#); Home occupations; [Home-based child care](#); [Moorings](#); Roads

3 Permitted with consent

Amusement centres; Boarding houses; Building identification signs; Business identification signs; Centre-based child care facilities; Commercial premises; Community facilities; [Educational establishments](#); Entertainment facilities; Function centres; Home businesses; Home industries; Hotel or motel accommodation; Information and education facilities; [Light industries](#); Local distribution premises; Medical centres; Oyster aquaculture; Places of public worship; Public administration buildings; Recreation areas; Recreation facilities (indoor); Respite day care centres; Service stations; Shop top housing; Tank-based aquaculture; Veterinary hospitals; [Any other development not specified in item 2 or 4](#)

4 Prohibited

[Agriculture](#); [Air transport facilities](#); [Airstrips](#); [Animal boarding or training establishments](#); [Biosolids treatment facilities](#); [Boat building and repair facilities](#); [Cemeteries](#); [Correctional centres](#); [Crematoria](#); [Depots](#); [Eco-tourist facilities](#); [Exhibition villages](#); [Extractive industries](#); [Farm buildings](#); [Forestry](#); [Freight transport facilities](#); [Heavy industrial storage establishments](#); [Home occupations \(sex services\)](#); [Industries](#); [Open cut mining](#); [Registered clubs](#); [Residential accommodation](#); [Restricted premises](#); [Resource recovery facilities](#); [Rural industries](#); [Sewage treatment plants](#); [Sex services premises](#); [Storage premises](#); [Transport depots](#); [Truck depots](#); [Vehicle body and repair workshops](#); [Vehicle repair stations](#); [Waste disposal facilities](#); [Water recycling facilities](#)

Employment zones reform

Translation of Inverell LEP 2012 land use tables



Zone E2 Commercial Centre

1 Objectives of zone

- To strengthen the role of the commercial centre as the centre of business, retail, community and cultural activity.
- To encourage investment in commercial development that generates employment opportunities and economic growth.
- To encourage development that has a high level of accessibility and amenity, particularly for pedestrians.
- To enable residential development that is consistent with the Council's strategic planning for residential development in the area.
- To ensure that new development provides diverse and active street frontages to attract pedestrian traffic and to contribute to vibrant, diverse and functional streets and public spaces.

2 Permitted without consent

[Flood mitigation works](#); Home occupations; [Home-based child care](#); [Moorings](#); Roads

3 Permitted with consent

Amusement centres; Artisan food and drink industries; Backpackers' accommodation; Building identification signs; Business identification signs; Centre-based child care facilities; Commercial premises; Community facilities; Educational establishments; Entertainment facilities; Function centres; Home businesses; Home industries; Hotel or motel accommodation; Information and education facilities; [Light industries](#); Local distribution premises; Medical centres; Mortuaries; Oyster aquaculture; Passenger transport facilities; Places of public worship; Recreation areas; Recreation facilities (indoor); Recreation facilities (outdoor); Registered clubs; Respite day care centres; Restricted premises; Tank-based aquaculture; [Tourist and visitor accommodation](#); Vehicle repair stations; Veterinary hospitals; [Any other development not specified in item 2 or 4](#)

4 Prohibited

[Agriculture](#); [Air transport facilities](#); [Airstrips](#); [Animal boarding or training establishments](#); [Biosolid treatment facilities](#); [Cemeteries](#); [Crematoria](#); [Eco-tourist facilities](#); [Exhibition villages](#); [Extractive industries](#); [Farm buildings](#); [Forestry](#); [Heavy industrial storage establishments](#); [Home occupations \(sex services\)](#); [Industries](#); [Open cut mining](#); [Residential accommodation](#); [Resource recovery facilities](#); [Rural industries](#); [Sewage treatment plants](#); [Sex services premises](#); [Storage premises](#); [Warehouse or distribution centres](#); [Water recycling facilities](#)

Employment zones reform

Translation of Inverell LEP 2012 land use tables



Zone E4 General Industrial

1 Objectives of zone

- To provide a range of industrial, warehouse, logistics and related land uses.
- To ensure the efficient and viable use of land for industrial uses.
- To minimise any adverse effect of industry on other land uses.
- To encourage employment opportunities.
- To enable limited non-industrial land uses that provide facilities and services to meet the needs of businesses and workers.

2 Permitted without consent

[Flood mitigation works](#); Roads;

3 Permitted with consent

Building identification signs; Business identification signs; Depots; Freight transport facilities; Garden centres; General industries; Goods repair and reuse premises; Hardware and building supplies; [Heliports](#); Industrial retail outlets; Industrial training facilities; [Kiosks](#); [Landscaping material supplies](#); Light industries; Local distribution premises; Neighbourhood shops; Oyster aquaculture; [Plant nurseries](#); [Pond-based aquaculture](#); [Rural supplies](#); Take away food and drink premises; Tank-based aquaculture; [Timber yards](#); [Veterinary hospitals](#); Warehouse or distribution centres; [Any other development not specified in item 2 or 4](#)

4 Prohibited

[Agriculture](#); [Air transport facilities](#); [Airstrips](#); [Boat launching ramps](#); [Boat sheds](#); [Camping grounds](#); [Caravan parks](#); [Cemeteries](#); [Centre-based child care facilities](#); [Charter and tourism boating facilities](#); [Commercial premises](#); [Community facilities](#); [Correctional centres](#); [Eco-tourist facilities](#); [Educational establishments](#); [Entertainment facilities](#); [Exhibition homes](#); [Exhibition villages](#); [Farm buildings](#); [Forestry](#); [Function centres](#); [Hazardous industries](#); [Health services facilities](#); [Home businesses](#); [Home-based child care](#); [Jetties](#); [Marinas](#); [Mooring pens](#); [Moorings](#); [Offensive industries](#); [Offensive storage establishments](#); [Recreation areas](#); [Recreation facilities \(major\)](#); [Recreation facilities \(outdoor\)](#); [Registered clubs](#); [Residential accommodation](#); [Respite day care centres](#); [Tourist and visitor accommodation](#); [Water recreation structures](#)

Employment zones reform

Translation of Inverell LEP 2012 land use tables



Zone SP4 Enterprise

1 Objectives of zone

- To provide for development and land uses that support enterprise and productivity.
- To enable a mix of business and warehouse uses, and specialised retail premises that require a large floor area, in locations that are close to, and that support the viability of, centres.

2 Permitted without consent

Flood mitigation works; Roads

3 Permitted with consent

Building identification signs; Business identification signs; Centre-based child care facilities; Food and drink premises; Garden centres; Hardware and building supplies; kiosks; Landscaping material supplies; Oyster aquaculture; Passenger transport facilities; Plant nurseries; Respite day care centres; rural supplies; Specialised retail premises; Tank-based aquaculture; Timber yards; Vehicle sales or hire premises; Warehouse or distribution centres; Any other development not specified in item 2 or 4

4 Prohibited

Agriculture; Air transport facilities; Airstrips; Animal boarding or training establishments; Biosolids treatment facilities; Boat building and repair facilities; Boat launching ramps; Boat sheds; Camping grounds; Caravan parks; Cemeteries; Charter and tourism boating facilities; Commercial premises; Correctional centres; Crematoria; Depots; Eco-tourist facilities; Electricity generating works; Exhibition homes; Exhibition villages; Extractive industries; Farm buildings; Forestry; Function centres; Freight transport facilities; Heavy industrial storage establishments; Home-based child care; Home businesses; Home occupations; Home occupations (sex services); Industrial retail outlets; Industrial training facilities; Industries; Information and education facilities; Jetties; Marinas; Mooring pens; Moorings; Mortuaries; Open cut mining; Places of public worship; Recreation areas; Recreation facilities (outdoor); Registered clubs; Research stations; Residential accommodation; Resource recovery facilities; Restricted premises; Rural industries; Sewage treatment plants; Sex services premises; Storage premises; Tourist and visitor accommodation; Transport depots; Truck depots; Vehicle body repair workshops; Vehicle repair stations; Veterinary hospitals; Waste disposal facilities; Water recreation structures; Water recycling facilities

9.5 CONSIDERATION OF THE LOCAL TRAFFIC COMMITTEE RECOMMENDATIONS**File Number:** S30.8.1 / 22/8242**Author:** Nicole Riley, Administration Coordinator**SUMMARY:**

An electronic Local Traffic Committee meeting is being held on Wednesday, 16 March 2022. It is intended that the consideration of the Local Traffic Committee recommendations 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 Local Traffic Committee recommendations from the electronic meeting being held on Wednesday, 16 March 2022.

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

9.6 CONFIDENTIAL MATTERS**File Number:** S13.5.2/15 / 22/8801**Author:** Kristy Paton, Corporate Support Officer - Publishing**SUMMARY:**

Confidential Matters – Closed Council Meeting

RECOMMENDATION:

That Council move into Closed (Public excluded) meeting of the Council and that the press and members of the public be asked to leave the chambers whilst Council considers the following items:

Item: #12.1 Recruitment of Medical Practitioner

Authority: Section 10A (2) (a) personnel matters concerning particular individuals (other than councillors). Local Government Act 1993

Item: #12.2 Border Rivers Regional Water Strategy

Authority: Section 10A (2) (d) (i) Commercial information of a confidential nature that would, if disclosed: prejudice the commercial position of the person who supplied it

COMMENTARY:

In accordance with the provisions of Section 9 (2A) *Local Government Act 1993*, the General Manager is of the opinion that consideration of the following item(s) is likely to take place when the meeting is closed to the public.

Item: Recruitment of Medical Practitioner

Description: Advice was sought from Federal Minister for Rural Health to ascertain if there were any Federal Government programs to offset the cost of recruitment of a Medical Practitioner.

Reason: “Personnel matters concerning particular individuals (other than councillors.)” (s.10A(2)(a) *Local Government Act 1993*)

Item: Border Rivers Regional Water Strategy

Description: The Department of Planning and Environment (DPE) has released the Government’s Water Strategy for the Border Rivers. Council is invited to make comment on the Strategy. This strategy has a ‘NSW Cabinet document’ classification and is not yet released for public distribution.

Reason: Commercial information of a confidential nature that would, if disclosed: prejudice the commercial position of the person who supplied it (s.10A(2)(d) *Local Government Act 1993*)

9.7 CONSIDERATION OF THE AQUATIC CENTRE SUNSET COMMITTEE RECOMMENDATIONS**File Number:** S4.11.24 / 22/8879**Author:** Kristy Paton, Corporate Support Officer - Publishing**SUMMARY:**

An Aquatic Centre Planning Sunset Committee meeting is being held on Wednesday, 23 March 2022. It is intended that the consideration of the Aquatic Centre Planning Sunset Committee recommendations 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 Aquatic Centre Planning Sunset Committee recommendations from the meeting being held on Wednesday, 23 March 2022.

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

10 INFORMATION REPORTS**10.1 SEPTIC TANK APPROVALS FOR FEBRUARY 2022****File Number: S29.19.1 / 22/6779****Author: Michelle Wright, Temporary Administration Officer****SUMMARY:**

The following details the Septic Tank approvals for February 2022.

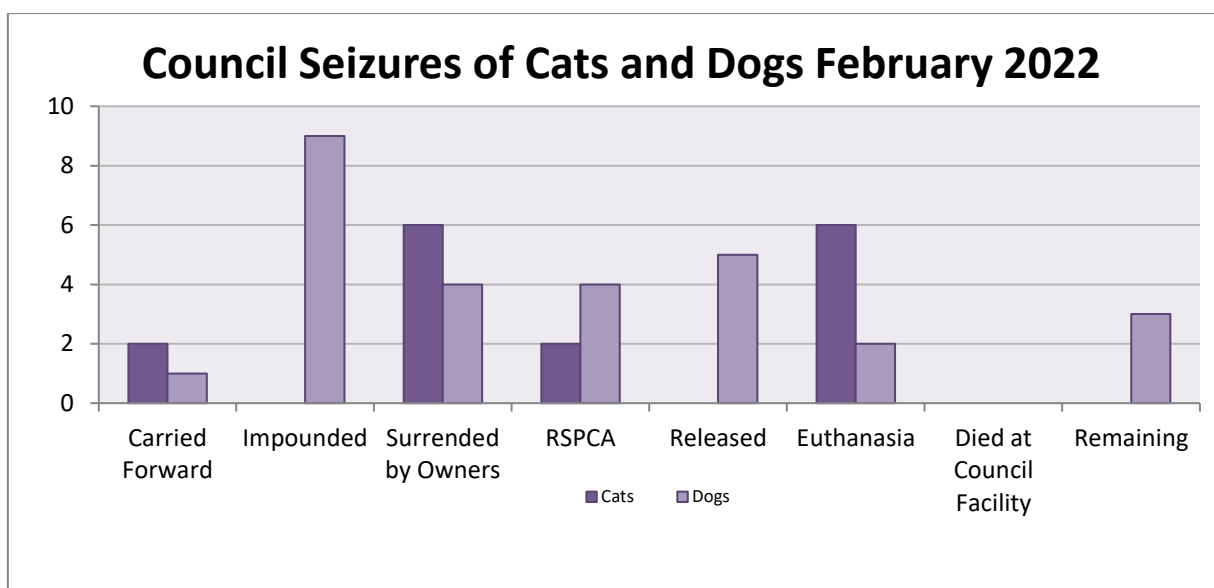
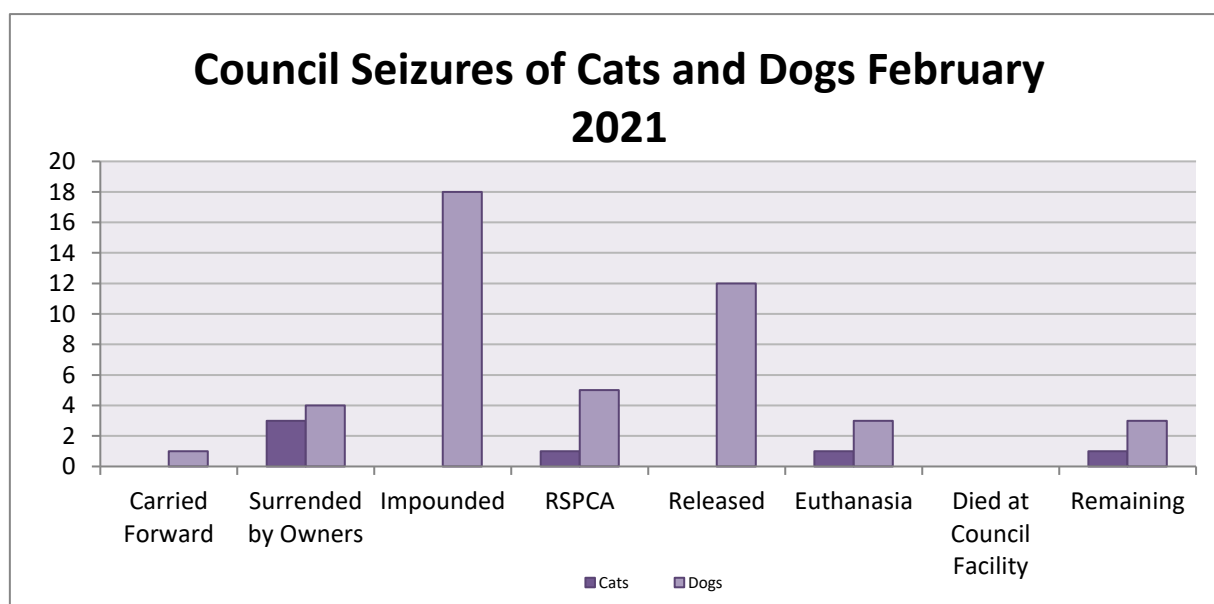
INFORMATION:

<u>Septic Application Number</u>	<u>Applicant</u>	<u>Property</u>
S-42/2021	John Green Pty Ltd	Elsmore Road, Inverell 2360
S-5/2022	Mr Daryl Brooks	1986 Pindari Dam Road, Pindaroi 2361

ATTACHMENTS:**Nil**

10.2 ORDINANCE ACTIVITIES REPORT FOR FEBRUARY 2022**File Number:** S18.10.1 / 22/6780**Author:** Michelle Wright, Temporary Administration Officer**SUMMARY:**

The following details the number of various Ordinance activities carried out during February 2022, in comparison to the same month in 2021.

INFORMATION:**COMPLIANCE****Inverell Shire Council Pound Monthly Report February 2022****Inverell Shire Council Pound Monthly Report February 2021****ATTACHMENTS:****Nil**

10.3 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES DURING FEBRUARY 2022

File Number: S18.10.2/15 / 22/6791

Author: Michelle Wright, Temporary Administration Officer

SUMMARY:

This report is intended to keep Council updated on the Development Applications, Construction Certificates and Complying Development Certificates determined during the month of February 2022.

DEVELOPMENT APPROVALS, REFUSALS AND VARIATIONS DURING FEBRUARY 2022

Development Approvals

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-203/2021	Ruralplan Consultants	59 Dog Trap Lane, Inverell 2360	Alterations and Additions to Existing Dwelling - New Attached Alfresco	47,700
DA-2/2022	Mr Clive James Hasselmann	300 Duftys Lane, Myall Creek 2403	New Dwelling	120,000
DA-3/2022	Mr Studley Arthur Eshman	80 Toms Drive, Inverell 2360	New Dwelling	310,000
DA-5/2022	Mrs Elizabeth Moran	100 Anderson Lane, Oakwood 2360	Alterations and Additions to Existing Dwelling	100,000
DA-6/2022	Croft Surveying & Mapping	146 Short Street, Inverell 2360	Boundary Adjustment between Lot 22 DP 878760 and Lot 21 DP 878760	Nil
DA-9/2022	Mr Matthew Brett Mephram	Lot 33 Sylvan Drive, Inverell 2360	Dwelling & Shed	400,000
DA-13/2022	Mr Gregory James Morris	213 McLachlans Lane, Brodies Plains 2360	Demolition of fire damaged dwelling	48,000
Monthly estimated value of Approvals: February 2022			7	1,025,700

Development Amendments

Nil

Development Refusals

Nil

Variation to Development Standards Approved

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

The following details the variations to development standards approved during February 2022.

INFORMATION:

Nil

CONSTRUCTION CERTIFICATES APPROVED AND AMENDED DURING FEBRUARY 2022**Construction Certificates approved by Council**

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-161/2021	Ruralplan Consultants	59 Dog Trap Lane, Inverell 2360	Alterations and Additions to Existing Dwelling - New Attached Alfresco	47,700
CC-5/2022	Mrs Rebecca Ann Brennan	147 Otho Street, Inverell 2360	Solar Panels	20,022
CC-6/2022	Arise Design and Drafting	25 Greaves Street, Inverell 2360	Addition to Existing Dwelling	194,350
CC-7/2022	Mr Gregory Bruce Frederick Symes	62 Runnymede Drive, Inverell 2360	Construction of 2x Detached Sheds	100,000
CC-8/2022	Local Government Engineering Services	40 King Street, Inverell 2360	Relocation of an Existing Dwelling	25,000
CC-9/2022	Danbuilt Pty Ltd	62 Bimbadeen Drive, Inverell 2360	New Shed	19,500
CC-10/2022	Mr Matthew Brett Mephram	Lot 33 Sylvan Drive, Inverell 2360	Dwelling & Shed	400,000
Monthly estimated value of Approvals: February 2022			7	806,572

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 FEBRUARY 2022

Complying Development Certificates Approved by Council

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-3/2022	Mr Jonathon Bourne	837 Delungra Road, Delungra 2403	Alterations and Additions to Dwelling	350,000
CD-4/2022	Mr Troy Anthony Marshall	120 Henderson Street, Inverell 2360	Shed	20,000
<u>Monthly estimated value of Approvals: February 2022</u>			2	370,000

Amended Complying Development Certificates approved by Council

Nil

Complying Development Certificates approved by Private Certifier

<u>Complying Development Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CD-2/2022	Mr Jason Thomas Riley & Ms Elizabeth Fuda	Onus Avenue, Inverell 2360	Dwelling	430,150
<u>Monthly estimated value of Approvals: February 2022</u>			1	430,150

Amended Complying Development Certificates approved by Private Certifier

Nil

TOTAL BUILDING CONSTRUCTION FOR INVERELL SHIRE DURING FEBRUARY 2022:

Type of Consent	Number	\$ Amount
Construction Certificates – Council Approved	7	806,572
Construction Certificates – Private Certifier	0	Nil
Complying Development – Council Approved	2	370,000
Complying Development – Private Certifier	1	430,150
Totals	10	1,606,722

Estimated Value of Approvals issued in the financial ytd in: **2021/2022 (128) \$20,130,846**
2020/2021 (123) \$20,282,923

Attachments:

Nil

10.4 STRATEGIC TASKS - 'SIGN OFF' - FEBRUARY 2022**File Number:** S4.13.2 / 22/8886**Author:** Kristy Paton, 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 January, 2022 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 February 2022	First day for requests to Valuer General for estimates of changes in the value of land for which supplementary valuations are required to be furnished [LGA s513]	Achieved	
15 February 2022	Expected third instalment of 2021-22 Financial Assistance Grants	Achieved	
28 February 2022	Last day for Responsible Accounting Officer to submit quarterly budget review statement to council [LGReg cl 203(1)]	Achieved	
28 February 2022	Third quarterly rates instalments due [LGA s562(3)(b)]	Achieved	

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the month of January, 2022. 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

11 GOVERNANCE REPORTS

Nil

12 CONFIDENTIAL MATTERS (COMMITTEE-OF-THE-WHOLE)**RECOMMENDATION:**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with the reasons stated in the referral report:

12.1 Recruitment of Medical Practitioner

12.2 Border Rivers Regional Water Strategy