



INVERELL
SHIRE COUNCIL



NAIDOC Week celebrations were held from the 3rd to the 10th of July. As part of the celebrations an All-Stars Fun Day was held at Kamilaroi Oval on Friday, 8th July, the day included Junior Rugby League, service provider stalls, kids activities, giveaways and special guests. Pictured is Kelvin Brown who performed the smoking in ceremony and Welcome to Country. Photo is courtesy of the Inverell NAIDOC Committee.

Business Paper
Ordinary Meeting of Council
Wednesday, 27 July 2022

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

21 July, 2022

An Ordinary Meeting of Council will be held in the Council Chambers, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 27 July, 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 [Disclosure of Pecuniary Interests form](#) or [Non-Pecuniary Interests 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 *Yetman	14

*August Committee Meetings to be held at Yetman Hall commencing at 1.30pm

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 2022/2023 is adopted.



INTERNAL CALENDAR

August 2022

SUN	MON	TUE	WED	THU	FRI	SAT
	Reports due for Committee Meetings by 4.30pm 1.	2.	3.	Country Mayors Rural Skills Forum 4.	Country Mayors Meeting 5.	6.
Sapphire City Markets 7.	8.	9.	7:45am Northern Tour 12:30pm Yetman Community Access Session 1:30pm Civil & Environmental Committee Meeting 2:00pm Economic & Community Sustainability Committee Meeting 10.	11.	BROC Meeting 12.	13.
14.	SWF Community Benefit Fund – Round 2 Opens Reports due for Ordinary Council Meeting by 4.30pm 15.	Expected first instalment of 2022-23 Financial Assistance Grants 16.	17.	18.	19.	20.
Sapphire City Markets 21.	22.	23.	3:00pm Ordinary Council Meeting 24.	25.	26.	27.
28.	NEJO Board Meeting 29.	10:00am Inverell & District Liquor Consultative Committee Meeting 30.	First quarterly rates instalments due 31.			

 Council office closed

1 APOLOGIES

2 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Ordinary Meeting of Council held on 22 June, 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, 22 JUNE 2022 AT 3.00PM**

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

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

1 APOLOGIES

RESOLUTION 2022/87

Moved: Cr Nicky Lavender

Seconded: Cr Kate Dight

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

CARRIED

2 CONFIRMATION OF MINUTES

RESOLUTION 2022/88

Moved: Cr Paul King OAM

Seconded: Cr Wendy Wilks

That the Minutes of the Ordinary Meeting of Council held on 25 May, 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

June Civil & Environmental Services Committee Meeting Minutes:

1. Cr Dight declared a pecuniary interest in Item #6.3 'Border Rivers and Gwydir River Water Strategies – Update S11.15.1'. The nature of the interest is that Cr Dight is the owner of land with water licence holdings that will be impacted by the Border Rivers Regional Water Strategy.
2. Mr Brett McInnes declared a non-pecuniary interest in Item #5.3-'Petition – Old Bundarra Road Cycleway and Speed Limit', the nature of the interest is that Mr McInnes is a resident in the area.

June Corporate & Economic Services Committee Meeting Minutes:

1. Cr Ross declared a pecuniary interest in Item #5.2 'Sapphire Wind Farm Community Benefit Fund Committee Members' S2.7.10'. The nature of his interest is Cr Ross has submitted an expression of interest to fill a community member position on the Sapphire Wind Farm Community Benefit Fund Committee.
2. Mr Paul Pay declared a non-pecuniary (insignificant) interest in Item #8.1–'Expression of Interest to Lease 40 Campbell Street, Inverell', the nature of the interest is that Mr Pay has a family member that is an employee of an applicant to lease 40 Campbell Street.

4 PUBLIC FORUM

Nil

5 ADVOCACY REPORTS

Nil

6 NOTICES OF BUSINESS

Nil

7 QUESTIONS WITH NOTICE

Nil

8 COMMITTEE REPORTS

8.1 WASTE MANAGEMENT SUNSET COMMITTEE MINUTES - 8 JUNE 2022

RESOLUTION 2022/89

Moved: Cr Stewart Berryman

Seconded: Cr Paul King OAM

- i. *That the Minutes of the Waste Management Sunset Committee held on Wednesday, 8 June, 2022, be received and noted; and*
- ii. *The following recommendations of the Waste Management Sunset Committee be adopted by Council.*

CARRIED

8.1.1 Tingha Waste Management Facility Update

RECOMMENDATION:

That:

1. *Preliminary design works for the construction of a Waste Transfer Station at the Tingha Waste Management Facility be progressed; and*
2. *Council continue to seek future grant funding opportunities to assist with the construction of a Waste Transfer Station at the Tingha Waste Management Facility.*

8.1.2 Update on NSW Government Waste and Sustainable Materials Strategy and Waste Delivery Plan**RECOMMENDATION:**

That:

- a) *The Information be received and noted; and*
- b) *A review of the Inverell Shire Council Solid Waste Management Strategy 2010 Less Waste More Resources be undertaken with the view of developing a new Waste Management Strategy in the 2022/23 financial year.*

8.1.3 Waste Transfer Station Operational Review

That permanent part time employment be utilised for the operation of the Ashford, Bonshaw, Delungra and Yetman Waste Transfer Stations.

8.1.4 Investigation of Options to Divert Organic Waste from Landfill**RECOMMENDATION:**

That:

- a) *The information be received and noted; and*
- b) *A further report be prepared for the consideration of the Committee upon completion of the NIRW Regional Food and Organics and Garden Organics (FOGO) Strategy.*

8.1.5 Request for Extension of Waste Collection - Bruxner Way**RECOMMENDATION:**

That:

- a) *The information be received and noted;*
- b) *The rural waste and recycling collection service along the Bruxner Way not be extended to the Beardy River Bridge; and*
- c) *Council undertake another survey in twelve (12) months to determine the potential demand for this service.*

8.2 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 8 JUNE 2022**RESOLUTION 2022/90**

Moved: Cr Stewart Berryman

Seconded: Cr Wendy Wilks

- i. *That the Minutes of the Civil and Environmental Services Committee held on Wednesday, 8 June, 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 Orchard Place

RECOMMENDATION:

That:

- 1. The report be received and noted;*
- 2. Further community consultation take place prior to completing items in Council Resolution 91/17; and*
- 3. A further report be presented to Council on the outcome of the community consultation.*

8.2.2 Petition - Old Bundarra Road Cycleway and Speed Limit

RECOMMENDATION:

That:

- 1. The report be received and noted;*
- 2. Council request TfNSW carry out a speed zone review on the section of Old Bundarra Road between Wynne Street and Defraignes Lane, noting that the warrant for a 50km/h speed limit is not met;*
- 3. Note the request for a cycleway along Old Bundarra Road and consider this matter when the next Pedestrian Access and Mobility Plan (PAMP) review is undertaken; and*
- 4. The lead author of the petition be notified, in accordance with Council's policy regarding corresponding with petitions.*

8.2.3 Information Reports

RECOMMENDATION:

That the information report be received and noted.

8.2.4 Governance - Performance Reporting on Road Maintenance Council Contracts

RECOMMENDATION:

That the information be received and noted.

8.2.5 Design, Manufacture and Supply of Precast Pump Track Components

RECOMMENDATION:

That the tender for the design, manufacture and supply of precast pump track components for the Inverell Pump Track be awarded to Parkitect Australia Pty Ltd to the value of \$261,000.

8.3 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 8 JUNE 2022**RESOLUTION 2022/91**

Moved: Cr Paul King OAM

Seconded: Cr Kate Dight

- i. That the Minutes of the Economic and Community Sustainability Committee held on Wednesday, 8 June, 2022, be received and noted; and*
- ii. The following recommendations of the Economic and Community Sustainability Committee be adopted by Council.*

CARRIED**8.3.1 Notice of Motion - Arts North West****RECOMMENDATION:**

- 1. That Council rescind Resolution 2022/66 authorising membership of Arts North West for 2022/2023.*
- 2. That Arts North West be advised that Council withdraws membership of that organisation.*
- 3. That Council investigate avenues for supporting cultural activities in the Shire through the strategic use of the funds in the cultural votes in Council's Operational Plan.*

8.3.2 Councillor Superannuation**RECOMMENDATION:**

That:

- 1. Council approve payment of the superannuation contribution payments in accordance with section 245B of the Local Government Act 1993;*
- 2. Councillors who wish to receive the superannuation contribution payment at the current superannuation guarantee charge (10.5% in 2022-2023), complete the attached 'Superannuation Standard Choice' form and return it to the Director Corporate and Economic Services by COB 22 June, 2022; and*
- 3. Councillors who wish to either forego the superannuation contribution payment or receive a payment that is less than the superannuation guarantee contribution (10.5% in 2022-2023), are required to notify the Director Corporate and Economic Services in writing by COB 22 June, 2022.*

8.3.3 Sapphire Wind Farm Community Benefit Fund Committee Members**RECOMMENDATION:**

That Council recommend Ben Swan and Jacko Ross as community members of the Sapphire Wind Farm Community Benefit Fund Committee.

8.3.4 Expiring Licence Agreements**RECOMMENDATION:**

That the following Licence Agreements be renewed for a further term.

Macintyre High School – S5.10.19

- i) Council renew the agreement with Macintyre High School for Lot 1, DP 771853 Brissett Street, Inverell for a three (3) year period with a further three (3) year option under the same terms and conditions;*
- ii) the licence fee be \$60.00 per annum (GST inclusive); and*
- iii) the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

Paul Humphreys S5.10.34

- i) Council renew the agreement with Mr Paul Humphreys for Part Public Reserve and Part Unformed Road, Macintyre Street, Inverell for a three (3) year period with a three (3) year option under the same terms and conditions;*
- ii) The Licence fee be \$245.98 per annum (GST Inclusive) with a 3% increase per annum; and*
- iii) The Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

Colin Laidlaw – S5.10.38

- i) Council renew the agreement with Colin Laidlaw for Part Lot 549, DP 753287, north west corner of Cameron Park and part closed road, Inverell for a three (3) year period with a further three (3) year option under the same terms and conditions;*
- ii) The licence fee to be \$501.50 per annum (GST Exclusive) with a 3% CPI increase per annum; and*
- iii) The Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

P and J Dixon S5.10.40

- i) Council renew the agreement with Mr Peter and Mrs Jennifer Dixon for Part Public Reserve, Old Bundarra Road, Inverell for a three (3) year period with a further three (3) year option under the same terms and conditions;*
- ii) the licence fee be \$1449.10 per annum (GST inclusive) with a 3% increase per annum; and*
- iii) the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

Kameg Pty Ltd S5.10.45

- i) Council renew the agreement with Kameg Pty Ltd for Part of Ring Street, Adjacent to Lot 3, Section 1 DP 5609, Inverell, for a three (3) year period with a further three (3) year option under the same terms and conditions;*

- ii) *the licence fee to be \$933.21 per annum (GST inclusive) with a 3% increase per annum; and*
- iii) *the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

Grant Hoscher S5.10.70

- i) *Council renew the agreement with Mr Grant Hoscher for Part Unformed Road adjoining Lot 133, DP 753287, Dog Trap Lane, Inverell, for a three (3) year period with a further three (3) year option under the same terms and conditions;*
- ii) *the licence fee to be \$75.35 per annum (GST inclusive) with a 3% increase per annum; and*
- iii) *the Licence Agreement be subject to any other terms and conditions as negotiated by Council's General Manager.*

8.3.5 Information Reports**RECOMMENDATION:**

That the information report be received and noted.

8.3.6 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.*

8.3.7 Expression of Interest to Lease 40 Campbell Street Inverell**RECOMMENDATION:**

That:

1. *Council enter into a three (3) year lease agreement with Brighter Access for the tenancy of 40 Campbell Street, Inverell with the general terms being in accordance with the Expression of Interest document;*
2. *the General Manager be authorised to extend the lease arrangement for an additional three (3) years provided Brighter Access continues to have a positive community purpose.*
3. *the General Manager be authorised to negotiate additional terms of the lease agreement; and*
4. *the General Manager be authorised to execute the lease agreement.*

8.3.8 Request for Reduction in Water Account - Inverell Golf Club**RECOMMENDATION:**

That:

- i) The report be received; and*
- ii) Council provide a 50% reduction to water accounts issued between 21/12/2021 to 31/5/2022 totalling \$3,345.30.*

8.4 PUBLIC ART SUNSET COMMITTEE MINUTES - 18 MAY 2022**RESOLUTION 2022/92**

Moved: Cr Jo Williams

Seconded: Cr Stewart Berryman

- i. That the Minutes of the Public Art Sunset Committee held on Wednesday, 18 May, 2022, be received and noted; and*
- ii. The following recommendation of the Public Art Sunset Committee be adopted by Council.*

CARRIED

8.4.1 TINGHA BRIDGE ROUNDABOUT**COMMITTEE RESOLUTION**

Moved: Mr Garry Newley

Seconded: Mr Ian Hooker

That:

- a) The following design brief for the inclusion of an art work in the Roundabout be endorsed:*

Theme: Contemporary Indigenous – bright, colourful.

Medium: Five metal panels; varying heights; panels to be an irregular shape.

Design elements: use of up lighting encouraged.

Subject matter: Local Flora and Fauna elements encouraged.
- b) TfNSW be requested to confirm the 'design envelope' for the art work in the Roundabout.*

CARRIED

9 DESTINATION REPORTS**9.1 RURAL HEALTH ISSUES S24.20.5****RESOLUTION 2022/93**

Moved: Cr Kate Dight
Seconded: Cr Jo Williams

1. That Council seek information from the Hon. Mark Butler, Federal Minister for Health and Aged Care on the Government's approach to addressing the Rural Doctor Workforce issue;
2. That the outcome of the NSW Upper House Inquiry into Health Outcomes be noted and a further report be provided to the September Council meeting; and
3. The continuing work of the University of New England on creating a Sustainable Rural Health Workforce be noted.

CARRIED

10 INFORMATION REPORTS

RESOLUTION 2022/94

Moved: Cr Kate Dight
Seconded: Cr Paul King OAM

That the following information reports be received and noted.

CARRIED

10.1 PRESERVING ACCESS TO LOCAL HISTORY BOOK - WORLD OF ITS OWN BY ELIZABETH WIEDEMANN S16.13.6

10.2 PROVIDING ACCESS TO HISTORICAL IMAGES S16.7.8

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

10.4 ORDINANCE ACTIVITIES REPORT FOR MAY 2022 S18.10.1

10.5 STRATEGIC TASKS - 'SIGN OFF' - MAY 2022 S4.13.2

10.6 INVERELL FRIENDS OF THE LIBRARY S3.6.5

10.7 BUNDARRA RESIDENTS' ASSOCIATION - UPDATE S13.1.1

11 GOVERNANCE REPORTS

11.1 IPART ADDITIONAL SPECIAL VARIATION DETERMINATION S12.5.3

RESOLUTION 2022/95

Moved: Cr Kate Dight
Seconded: Cr Paul King OAM

That a supplementary report on this matter be received.

CARRIED

SUPPLEMENTARY REPORT

11.3 IPART ADDITIONAL SPECIAL VARIATION DETERMINATION S12.5.3

RESOLUTION 2022/96

Moved: Cr Jacko Ross
Seconded: Cr Kate Dight

That the report be received and noted.

CARRIED

GOVERNANCE REPORTS CONT.

11.2 ADOPTION OF 2022/2023 OPERATIONAL PLAN AND BUDGET S12.5.3

RESOLUTION 2022/97

Moved: Cr Paul King OAM
Seconded: Cr Kate Dight

That:

1. Voting for Expenditure for 2022/2023

That the respective amounts set out in the 2022/2023 Operational Plan and Budget vide Resolution Number 2022/65 be confirmed and voted for the carrying out of the various works and services of the Council for 2022/2023.

2. Operational Plan

That the 2022/2023 Operational Plan and Budget as exhibited in accordance with Section 405 of the Local Government Act 1993, be adopted.

3. Fees and Charges for 2022/2023

That the Fees and Charges as adopted on 27 April, 2022, Resolution Number 2022/65, be fixed for 2022/2023 including, the Stormwater Management Charge of \$25.00 per residential assessment, \$12.50 per Residential Strata lot and \$25.00 for Business Premises for each 350 square metres or additional part thereof, subject to a maximum on Business Premises of \$200.

4. Fixing of Rates

a) General Activities

i) Whereas the Estimates of Income and Expenditure of the Consolidated Fund for the year 2022/2023 were adopted by Council on 27 April, 2022, and whereas such estimates were advertised in The Inverell Times newspaper, Council's Website and Facebook on 5 May, 2022, and in accordance with S.535 of the Local Government Act, 1993, it is hereby recommended that:

RESIDENTIAL – INVERELL

A Residential – Inverell rate of 1.48430 cents in the dollar on the 2019 land value of all rateable residential land in the town of Inverell;

RESIDENTIAL – GENERAL

A Residential - General rate of 1.01065 cents in the dollar on the 2019 land value of all other rateable residential land including the villages of Bonshaw, Wandera, Bukkulla, Graman, Mount Russell, Oakwood, Elsmore, Gum Flat, Little Plain and Nullamanna;

RESIDENTIAL VILLAGES – ASHFORD

A Residential Villages – Ashford rate of 2.97890 cents in the dollar on the 2019 land value of all rateable residential land in the village of Ashford;

RESIDENTIAL VILLAGES – DELUNGRA

A Residential Villages – Delungra rate of 1.94149 cents in the dollar on the 2019 land value of all rateable residential land in the village of Delungra;

RESIDENTIAL VILLAGES – GILGAI

A Residential Villages – Gilgai rate of 1.40550 cents in the dollar on the 2019 land value of all rateable residential land in the village of Gilgai;

RESIDENTIAL - YETMAN

A Residential Villages – Yetman rate of 2.74840 cents in the dollar on the 2019 land value of all rateable residential land in the village of Yetman;

RESIDENTIAL - TINGHA

A Residential Villages – Tingha rate of 8.20130 cents in the dollar on the 2019 land value of all rateable residential land in the village of Tingha;

BUSINESS – INVERELL INDUSTRIAL / COMMERCIAL

A Business Inverell / Commercial rate of 4.00176 cents in the dollar on the 2019 land value of all non-residential lands zoned as Industrial or Business in the Shire;

BUSINESS – OTHER

A Business – Other rate of 2.77370 in the dollar on the 2019 land value of all other business lands in the Shire;

FARMLAND

A Farmland rate of 0.36656 cents in the dollar on the 2019 land value of all rateable land in the Shire being farmland;

RESIDENTIAL RURAL

A Residential Rural rate of 0.69566 cents in the dollar on the 2019 land value of all rateable land that satisfies the description of Rural Residential land as defined by the Local Government Act, 1993;

MINING

A Mining rate of 2.77370 cents in the dollar on the 2019 land value of all rateable land in the Shire being mining land (Coal and Metalliferous Mines);

Now be made for the year ending 30 June, 2023;

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

<u>Category/Sub-category</u>	<u>Percentage of levy for Category/Subcategory raised from base amount (must be < 50%)</u>
Residential Inverell	18.58%
Residential General	29.95%
Residential Villages - Ashford	38.14%
Residential Villages - Delungra	36.70%
Residential Villages - Gilgai	32.87%
Residential Villages – Yetman	37.35%
Residential Villages – Tingha	40.32%
Business - Inverell Industrial / Commercial	3.67%
Business - Other	6.77%
Farmland	7.01%
Residential Rural	20.20%
Mining	0.00%

b) Water Supply

- i) whereas the estimates of Income and Expenditure for the Consolidated Fund for the year 2022/2023 were adopted by Council on 27 April, 2022, and whereas such estimates including notice of the proposal to make and levy a charge in connection therewith were advertised in The Inverell Times newspaper, Council's Website and Facebook on 5 May, 2022, it is hereby resolved that a Water Supply Charge of \$415.00 on all land rateable to the Water Supply charge in pursuance of Section 552 of the Local Government Act, 1993, be now made for the year ending 30 June, 2023.
- ii) The annual water availability charge for properties with more than one meter be \$415.00 per additional water meter.
- iii) A water charge of \$415.00 per assessment (includes first water meter) be adopted for properties within the Tingha Boundary Adjustment area for 2022/2023.
- iv) A water charge of \$415.00 per additional water meter be adopted for properties within the Tingha Boundary Adjustment area for 2022/2023.
- v) The charge for water consumed and charged for by meter be fixed at \$1.78 per kilolitre for commercial water users.
- vi) The charge for water consumed be charged for by meter and be a stepped tariff at a cost of \$1.78 per kilolitre for water consumption between 0 to 600 kilolitres, and \$2.07 for water consumed over 600 kilolitres for all residential users (excludes raw water users, commercial, Abattoirs, Community Facilities).

- vii) *The charge for water consumed and charged for by meter be fixed at \$0.93 cents per kilolitre for Abattoirs, less a 20% early settlement discount for 2022/2023.*
- viii) *a charge of \$0.93 per kilolitre be adopted for Community Facilities water consumption; Eligible entities include: Inverell Minor League, Inverell Golf Club, Inverell Tennis Club, Inverell Rugby Club, Gilgai Tennis Club, Inverell Equestrian Council and Inverell Shire Council (Sporting fields and Parks) for 2022/2023.*
- ix) *The charge for water consumed and charged for by meter be fixed at \$0.45 cents per kilolitre for raw water users.*
- c) *Sewerage Services*
- i) *whereas the Estimates of Income and Expenditure for the Consolidated Fund for the year 2022/2023 were adopted by Council on 27 April, 2022, and whereas such Estimates including notice of the proposal to make and levy a charge in connection therewith were advertised in The Inverell Times newspaper, Council's Website and Facebook on 5 May, 2022, it is hereby resolved that a Sewerage Charge Occupied of \$580.00 on all land rateable to the sewerage charge in pursuance of Section 552 of the Local Government Act, 1993, now be made, excepting any assessment in respect of land not built upon and not supplied with sewerage in which case a Sewerage Charge Unoccupied of \$365.00.*

In accordance with Section 501(1) the following charges be made for the year ending 30 June, 2023, for the provision of other sewerage services:

Hotels/Licenced Clubs Charge *\$1,735.00*

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

Nursing Homes/Supported Aged Care Sewerage Charge *\$2,720.00*

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

1 Service = 1 Unit/Flat, e.g. a six (6) Unit/Flat development used for residential purposes on a single General Assessment will pay for six (6) services, i.e. \$2,405.00 for 2022/2023. (that is, one unit at Sewerage Charge Occupied - \$580 plus five units at the Sewerage Charge Unoccupied - \$365.00)

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

<i>Number of Services per Assessment</i>	<i>Annual Charge Per Assessment</i>
<i>1</i>	<i>\$580.00</i>
<i>2</i>	<i>\$945.00</i>
<i>3</i>	<i>\$1,310.00</i>
<i>4</i>	<i>\$1,675.00</i>
<i>5</i>	<i>\$2,040.00</i>
<i>6</i>	<i>\$2,405.00</i>
<i>7</i>	<i>\$2,770.00</i>
<i>8</i>	<i>\$3,135.00</i>
<i>9</i>	<i>\$3,500.00</i>

10	\$3,865.00
11	\$4,230.00
12	\$4,595.00
13	\$4,960.00
14	\$5,325.00
15	\$5,690.00

Etc.

Non-rateable Properties Charges

Schools - w/c's	\$95.00*
Other - w/c's	\$158.00*
Urinals	\$95.00*

(* these charges are per receptacle).

Motels Charges

Motel Residence	\$580.00
Motel Restaurant	\$580.00
Ensuite/Room per service*	\$183.00

* E.g. A six (6) room motel will pay for six (6) services, i.e. \$1,098.00.

Motel/Hotel Complex Charges

Hotel	\$1,735.00
Motel Residence	\$580.00
Ensuite/Room per service*	\$183.00

* E.g. A six (6) room motel will pay for six (6) services, i.e. \$1,098.

Caravan Parks Charges

Caravan Park Residence	\$580.00
Caravan Park Amenities Block	\$1,735.00
Ensuite Cabin per service	\$183.00

5. Waste Management Charges

Waste Management Charge

In accordance with Section 501 of the Local Government Act, 1993, a Waste Management Charge of \$96.00 per assessment be made for the year ending 30 June, 2023, on all rateable land.

Domestic Waste Management

In accordance with Section 496 the following charges be made for the year ending 30 June, 2023, for the provision of domestic waste management services:

- i) Domestic Waste Management Charge – Un-Occupied \$66.00
- ii) Domestic Waste Management Charge - Occupied

(per service per assessment) \$363.00

iii) Domestic Waste Management Charge - Occupied

Tingha Boundary Adjustment Area – Properties with 140lt garbage bin
(per service per assessment) \$363.00

Other Waste Management Services

In accordance with Section 502 the following charges be made for the year ending 30 June, 2023, for the provision of other waste management services (collection from Business/Commercial Premises):

i) Weekly Commercial Waste Management Charge \$363.00
(per service per assessment, GST is charged if applicable)

ii) Weekly Commercial Recycling Charge \$135.00
per service per assessment, GST is charged if applicable)

iii) Fortnightly Commercial Recycling Charge \$70.00
per service per assessment, GST is charged if applicable)

6. Interest Charges on Overdue Rates and Charges

Extra charges on overdue rates and charges will be levied at the rate of 6% per cent per annum on a daily simple interest basis for the year ending 30 June 2023.

7. Long Term Financial Plan

That the 2022-2033 Long Term Financial Plan as exhibited be adopted.

8. Public Submissions

i) *The public submission from Mr & Mrs Mephram be received and noted.*

ii) *That Council advise Mr & Mrs Mephram that Council has not yet decided to proceed with the Inverell Aquatic Centre upgrade. A further decision will be made once final designs and costings have been received. The Operational Plan & Budget and The Long-Term Financial Plan only provide a funding strategy for proposed works should Council decide to proceed.*

CARRIED

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

Nil

The Meeting closed at 3.26pm.

- 3 DISCLOSURE OF INTERESTS / PECUNIARY AND NON-PECUNIARY INTERESTS**
- 4 PUBLIC FORUM**

5 MAYORAL MINUTE**5.1 MAYORAL MINUTE - ACCOUNTING TREATMENT OF RURAL FIRE SERVICE ('RED FLEET') ASSETS****File Number:** S14.18.6/15 / 22/24833**Author:** Paul Harmon, Mayor**RECOMMENDATION:***That:*

1. *Council writes to the local State Member(s), the Hon Adam Marshall MP, the Treasurer, the Hon Matt Kean MP, Minister for Emergency Services and Resilience, the Hon Stephanie Cook MP and the Minister for Local Government Wendy Tuckerman MP:*
 - a. *Expressing Council's objection to the NSW Government's determination on ownership of Rural Fire Service assets;*
 - b. *Advising of the impact of the Government's position on Council finances of this accounting treatment;*
 - c. *Calling on the NSW Government to take immediate action to permanently clear up inequities and inconsistencies around the accounting treatment of Rural Fire Service (RFS) assets by acknowledging that rural firefighting equipment is vested in, under the control of and the property of the RFS; and*
 - d. *Amending s119 of the Rural Fires Act 1997 so that the effect is to make it clear that RFS assets are not the property of councils.*
2. *Council writes to the Shadow Treasurer Daniel Mookhey MLC, the Shadow Minister for Emergency Services Jihad Dib MP, the Shadow Minister for Local Government Greg Warren MP, the Greens Spokesperson for Local Government Jamie Parker MP and the leaders of the Shooters, Fishers and Farmers, Animal Justice and One Nation parties Robert Borsak MLC, Emma Hurst MLC and Mark Latham MLC:*
 - a. *Advising Members of Inverell Shire Council's position, including providing copies of correspondence to NSW Government Ministers; and*
 - b. *Seeking Members' commitments to support NSW Councils' call to amend the Rural Fires Act 1997 as set out in correspondence.*
3. *Council promotes these messages via its digital and social media channels and via its networks.*
4. *Council re-affirms its complete support of and commitment to local RFS brigades noting that Council's action is entirely directed towards the NSW Government's nonsensical position that rather than being owned and controlled by local brigades, RFS assets are somehow controlled by councils, which councils consider to be a cynical financial sleight of hand abdicating the NSW Government's responsibilities at the cost of local communities.*
5. *That Council affirms its support to Local Government NSW (LGNSW) and requests LGNSW continue advocating on Council's behalf to get clarification finally from the State Government about the accounting treatment of RFS assets.*

COMMENTARY:

I am requesting on Councillors to support the Local Government Industry's campaign on the financial accounting treatment of Rural Fire Service (RFS) mobile assets known as the 'Red Fleet'.

A long-standing dispute over the accounting treatment of the Red Fleet has come to a head with the Auditor-General's 2021 Report on Local Government, 22 June, 2022. The Audit Report reemphasises the State Government determination that RFS assets are the "property" of councils and must be recorded in Councils' financial statements with Council required to therefore absorb all depreciation costs.

The *Audit Office Local Government Report* has reinforced the notion that RFS mobile and other fire-fighting assets can somehow be deemed to be council assets and applies more pressure on councils and the Office of Local Government (OLG) to conform with this determination, even though councils do not have effective management or control of these assets.

Councils across the State and Local Government NSW (LGNSW) refute this determination. Councils do not have any say in the acquisition, deployment, or disposal of these assets. Comparable assets held by Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES) are not vested anywhere other than with the organisations that purchase, use, maintain and dispose of them.

Councils and LGNSW have also raised concerns that the requirement breaches Australian Accounting Standards. The State Government's own *Local Government Accounting Code of Accounting Practice and Financial Reporting* provides a discretionary power for councils to determine whether to record RFS assets on their books as council assets. This position has been confirmed by the Secretary of the Department of Planning and Environment in his letter to the Auditor-General dated 7 June, 2022, presented in Appendix 1 on page 47 of the 2021 Local Government Audit Report. A copy of this letter is attached to this report for your convenience.

Council has been advised by LGNSW that many councils are refusing to comply with the Auditor General's instructions. Councils remained firm in 2021, resisting pressure to record RFS assets with the majority (68), choosing not to record the RFS mobile assets in accordance with the *Local Government Accounting Code*. This was the same number of councils as in 2020. LGNSW is encouraging councils to continue resisting pressure from the Audit Office and make their own determinations notwithstanding overtures that ongoing non-compliance with the Auditor General's instructions may result in future qualified financial reports.

The latest Audit Office Report has made further impositions on Councils by:

- recommending Councils undertake a stocktake of RFS assets and record the value of any 'new' assets in Councils' financial statements;
- warning that if a Council does not recognise the assets, it will be found non-compliant and will have a high risk finding reported; and
- calling on the NSW Department of Planning and Environment (OLG) to intervene where councils do not recognise rural firefighting equipment.

The Government's blanket determination is not only nonsensical, but also inconsistent with the treatment of the comparable assets of other emergency service agencies such as Fire & Rescue NSW (FRNSW) and the State Emergency Service (SES). There is no rational reason for maintaining this anomaly.

LGNSW has been advocating this position on councils' behalf and has written to the NSW Treasurer the Hon. Matt Kean MP, Minister for Emergency Services, the Hon. Steph Cooke MP, Minister for Local Government the Hon. Wendy Tuckerman MP and the Auditor-General, Ms Margaret Crawford to express the local government sector's strong objection to the NSW Government's determination, applied by the Auditor-General, that RFS assets are the property of councils for accounting purposes and amend the *Rural Fires Act 1997*.

LGNSW has advised it will continue its advocacy efforts on councils' behalf and is asking all affected councils in NSW to consider adopting a resolution advising the Audit Office that Council

will not carry out the RFS stocktakes on behalf of the NSW Government and will not record RFS assets on Council's financial statements.

From the early 1990s Inverell Shire Council has recorded RFS "Red Fleet" assets in our Financial Statement as the then Fire Control Officer was employed by Council and Council had some input into the control and management of these assets. Council has continued this practice to present day even though Council no longer employs the Fire Control Officer. Until recently, approximately five years ago, Council had some input into the purchase of "Red Fleet" via the RFS budget process. Council had the opportunity to purchase more or less equipment to maintain expenditure within Council's own RFS budget. This allowed Council to maintain a modern fleet for our many RFS volunteers.

However, Council no-longer has any input into the RFS budget, including the allocation of RFS "Red Fleet". Thus, Council now concurs with the current position stated above, in that Councils do not control or manage these assets as Council does not purchase, use, maintain and dispose of these assets. Inverell Shire Council's current position is to continue to record RFS assets until this dispute is finalised.

On 23 June, 2022 Council received correspondence from Margaret Crawford, Auditor-General for New South Wales, (refer to attached letter) advising Council to undertake a stocktake of the rural firefighting equipment vested to councils.

Accordingly, Council's finance staff have commenced steps to complete a stocktake. The first step is to obtain a listing of all RFS "Red Fleet" assets "vested" to Inverell Shire Council. Council contacted the local RFS Office seeking this list, who referred Council to their Engineering Department (head office), who subsequently directed Council to the Office of Local Government. It is noted that the NSW Audit Office "Local Government 2021" reports specifically stated:

"...the NSW RFS advised it has a complete listing of the rural firefighting equipment vested to councils under section 119(2) of the Rural Fire Act 1997, and has provided this to the Department"

The Office of Local Government has declined to give out any information stating that the information that they have is out of date and can't be relied upon as it can't be confirmed. Council has since contacted the RFS Business Coordinator Fleet Production, but has not received any reply at the time of writing this report.

Therefore, if the Office of Local Government do not have an accurate list of assets, then who does have the list of currently operational RFS assets broken up Council by Council. Surely the entity that bought the RFS assets, "vested" them to Council, uses them, insures them and sells them would be the same ones that have the listing?

In the absence of a valid Council by Council listing of "vested" assets, the NSW Audit Office would seem, to be requiring Councils to account for assets that they have no idea whether they have been "vested" to them or "vested" to another Council or whether they were in Moree yesterday and are in Inverell today or if they have been sold or have been destroyed.

This all means that Council does not yet have sufficiently reliable information to complete a stocktake. Council staff will continue to find a reliable source of information to complete the recommended stocktake.

Council could do an asset count of assets physically present on a certain day but that does not in any way indicate whether it includes all assets that have been "vested" to Council, nor does it confirm whether the physical assets Council counts were in fact actually vested to Council in the first place.

Council's RFS "Red Fleet" asset values are:

Cost	\$3.66M
Depreciation	\$2.55M
Written down value	\$1.11M

The estimated annual depreciation expense for 2021/22 is \$260K.

The impact on Council from recording RFS “Red Fleet” assets are:

1. Council asset values are overstated by \$3.66M – given Council’s total Gross Carrying value as at 30 June, 2021 was \$983M this overstatement would be regarded as immaterial.
2. Annual Depreciation Expense is overstated by approximately \$260K. Given Council’s total annual depreciations as 30 June, 2021 was \$12.6M, this overstatement would again be immaterial.
3. Recording additional annual depreciation for “Red Fleet” will impact on Council’s Net Operating Profit and on Council’s Operating Performance Ratio. Given the nominal amount of depreciation relating to “Red Fleet”, this impact is minimal.
4. In relation to the disposal of RFS assets, Council does not receive any monetary dollar amount from the sale and thus results in Council recording a “Loss on Disposal”, equal to the net carrying value of the asset, on Council’s Income Statement. This will have a minimal impact on Council’s Operating Performance Result and Operating Performance Ratio.

Until the impasse between Councils and the NSW Audit Office is resolved with a definitive position for all Councils to follow, Inverell Shire Council will continue to record the “Red Fleet: assets in Council’s accounts. The reason being that to not follow Council’s “normal” practice could result in Council’s Auditor issuing a qualified audit report as they would be aware that ‘Council assets’ have not been disclosed and recorded. A qualified audit is an outcome that is not acceptable.

ATTACHMENTS:

1. **OLG Letter 7 June 2022** [↓](#)
2. **Audit Office Letter 23 June 2022** [↓](#)

Appendix one – Response from the Office of Local Government within the Department of Planning and Environment



5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A822114
Your Reference: D2206464
Contact: Ally Dench
Phone: 02 4428 4100

Ms Margaret Crawford
Auditor-General for New South Wales
GPO Box 12
SYDNEY NSW 2001

Email:

7 June 2022

Dear Ms Crawford

Thank you for the opportunity to review an updated draft of the report on Local Government 2021.

I have reviewed the changes in the draft report and would like to clarify my feedback in relation to the recognition of rural firefighting equipment (RFS Assets) for your consideration in finalising the report.

I acknowledge the State's position is that it does not control RFS assets. Councils need to assess whether they control any rural firefighting equipment in accordance with Australian Accounting Standards. Councils need to recognise, in their financial statements, any material assets under their control and state the relevant accounting policy in relation to the treatment to the Audit Office.

The Minister for Local Government and the Department do not have legal authority to direct councils in this matter. However, we are working closely with Treasury to educate, guide and assist councils to understand the State's view regarding the ownership and recognition of the RFS assets in their financial reporting.

Should you require further assistance in relation to these matters, please do not hesitate to contact Ally Dench, OLG's Executive Director on or by email at olg@olg.nsw.gov.au

Yours sincerely

Michael Cassel
Secretary
Department of Planning and Environment

T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au W www.olg.nsw.gov.au ABN 20 770 707 468

A822114



Mr Paul Henry
General Manager
Inverell Shire Council

Contact: Aaron Green
Phone no: 02 9275 7209
Our ref: D2210985/FA1744

By email only

23 June 2022

Dear Mr Henry

Rural Firefighting Equipment

I am writing to let you know that our Report to Parliament, 'Local Government 2021' was recently tabled and is available on our [website](#). This report brings together findings and recommendations from our 2020–21 financial audits of local councils and comments on financial reporting and performance, internal controls and governance, and areas of interest that are in focus during the conduct of our audits.

The intent of this letter is to draw your attention to the specific findings and recommendations reported to Parliament about rural firefighting equipment vested to councils. Please refer to the Appendix for the relevant extract from the Report.

Our management letters issued to councils on the 2020–21 financial audits included recommendations to undertake a stocktake of the rural firefighting equipment vested to councils and record the value in the council's financial statement. I trust these recommendations are being actioned. Please share this letter with relevant staff within your council to ensure they consider recommendations when preparing your financial statements for the 2021–22 financial year.

If you wish to discuss this matter further, please contact Aaron Green on 02 9275 7209.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Margaret Crawford'.

Margaret Crawford
Auditor-General for New South Wales

APPENDIX

Sixty-one per cent of the total value of uncorrected errors was due to unrecorded rural firefighting equipment

In 2017, we recommended that OLG should address the different practices across the local government sector in accounting for rural firefighting equipment.

In 2020–21, 68 (2019–20: 68) councils did not record rural firefighting equipment in their financial statements estimated to be \$145 million (2019–20: \$119 million). Forty-one councils recognise this equipment in their financial statements with a total value of \$162.8 million, highlighting the inconsistent recognition practices across the local government sector.

The financial statements of the NSW Total State Sector and the NSW Rural Fire Service do not include these assets, as the State is of the view that rural firefighting equipment that has been vested to councils under section 119(2) of the *Rural Fires Act 1997* is not controlled by the State. In reaching this conclusion, the State argued that on balance it would appear the councils control the rural firefighting equipment that has been vested to them. It is important to note that there are only two parties to the agreements that govern the use of vested rural firefighting equipment, leaving only two parties who would be considered to control this equipment- the NSW Rural Fire Service in the State sector, or councils in the Local Government sector.

The Department of Planning and Environment (inclusive of the Office of Local Government) (the Department) confirmed in the 'Report on Local Government 2020' (tabled in Parliament on 27 May 2021) their view that rural firefighting equipment is not controlled by the NSW Rural Fire Service.

The Local Government Code of Accounting Practice and Financial Reporting confirms the State's view that it does not control these assets but provides that 'Councils need to assess whether they control any rural firefighting equipment in accordance with Australian Accounting Standards'. It would seem however, given the State's view that it does not control these assets, that these assets can only be controlled and therefore recognised by councils in the local government sector.

Despite this, many councils do not report these critical assets in their financial statements.

The continued non-recording of rural firefighting equipment in financial management systems of some councils increases the risk that these assets are not properly maintained and managed. Councils who have rural firefighting equipment vested from the NSW Rural Fire Service should recognise these assets in their financial management systems and consider their condition and useful life.

Recommendation to councils

Councils should perform a full asset stocktake of rural firefighting equipment, including a condition assessment for 30 June 2022 financial reporting purposes.

Consistent with the requirements of the Australian Accounting Standards, councils should recognise this equipment as assets in their 30 June 2022 financial statements.

The Department should intervene where councils do not recognise rural firefighting equipment

The Department, through the Office of Local Government, requires each council to prepare financial statements in accordance with Australian Accounting Standards (accounting standards), as required by the LG Act. The State Government, through NSW Treasury (and in agreement with the Department), has concluded that under accounting standards rural firefighting equipment vested to councils is not controlled by the State, and further on balance that councils in the local government sector control this rural firefighting equipment.

The Department's role includes assessing whether intervention is appropriate with respect to council's compliance with and performance against legislative responsibilities, standards or guidelines. Given the State's clear position, it would appear that any council not recognising this equipment is non-compliant with the relevant accounting standards.

Having considered the accounting position papers prepared by the respective stakeholders, the Audit Office has advised councils and the Department that any council not recognising this equipment is not complying with the requirements of the Australian Accounting Standards.

The Department should now intervene to address this matter as a priority.

Recommendation to the Department

Consistent with the Department's role to assess council's compliance with legislative responsibilities, standards or guidelines, the Department should intervene where councils do not recognise rural firefighting equipment.

We acknowledge that the Department has committed to working closely with NSW Treasury to educate, guide and assist councils to understand the State's view regarding ownership and recognition of rural firefighting equipment in their financial statements.

Non-recognition of this equipment may impact the financial statements audit opinions of those councils. The NSW Rural Fire Service (NSW RFS), a state government entity, has spent in excess of \$1.1 billion over the past ten years on rural firefighting activities and equipment. While confirming the State Government's position that it does not control this equipment, the NSW RFS advised it has a complete listing of the rural firefighting equipment vested to councils under section 119(2) of the *Rural Fires Act 1997*, and has provided this to the Department. The NSW RFS also confirmed that as it does not control the equipment, it is unable to confirm its value or condition.

This raises two general questions: whether these assets are being properly managed as in some instances they are purportedly not controlled by any government sector and are not recorded in either the State or the local government sector financial records, and whether in these instances there is non-compliance with accounting standards if this equipment is not recorded in the financial statements of councils. This may impact audit opinions on the financial statements of councils.

The Audit Office is conducting performance audits of the NSW Rural Fire Service (Planning and managing bushfire equipment) and the Office of Local Government (the effectiveness of local government regulation and support).

6 ADVOCACY REPORTS**6.1 ALGWA NSW CONFERENCE REPORT****File Number:** S4.3.1 / 22/24755**Author:** Cr Di Baker, Councillor**SUMMARY:**

The NSW Australian Local Government Women's Association (ALGWA) Annual General Meeting (AGM) and Conference was held at Cabramatta on 7 – 9 July, 2022.

The conference was attended by Cr Di Baker, Cr Wilks and Cr Williams.

RECOMMENDATION:

That the report on ALGWA NSW AGM and Conference be received and noted.

COMMENTARY:

Cr Wendy Wilks, Cr Jo Williams and myself, Cr Di Baker, attended the annual NSW Australian Local Government Women's Association Conference, sponsored by Fairfield City Council. The venue was the Holiday Inn at Cabramatta with the Mayoral welcome being held at the newly renovated Showground reception hall.

Mayor Frank Capone welcomed us as did the Member for Fowler Dai Le, and myself, it was delightful to meet them both.

The 140 participants had the pleasure of listening to 6 keynote speakers.

On Friday, Dr Louise Mahler spoke to us with tips on how to be a positive presenter and Councillor, via the internet, as she was isolating at home with COVID. Kiersten Fishburn from TfNSW and Amanda Rose gave us very informative and educational speeches followed by a discussion panel. Dai Le, MP, Cr Christine Kay, and Darriea Turley AM of LGNSW answered questions covering a range of subjects including rate pegging and Councillor fees.

The ALGWA NSW Executive meeting was held after the close of day for the conference.

On Saturday, retired police officer of 30 years, Deb Wallace, spoke on her life in crime, and her TV programme Million Dollar Murders. Dr Neryl East gave a simple way to make a point while smiling, blinking and nodding, to give a confident appearance. The final speaker was Olympian Dr Jana Pittman who was brutally honest about the toll on her body, for being a woman and a mother and a Doctor. They were all inspiring speakers.

'Hot spots' was the final spot of the conference before the gala dinner. The subject of mental illness and support for women Councillors who are being stalked and harassed was the main topic discussed with emphasis on support from ALGWA NSW executive members.

I again express my thanks to Cr Wilks for driving us to Sydney, and also to our secretary Sera Yilmaz, treasurer Amanda Spaulding, and the conference sub-committee including all my executive who contributed to a very interesting successful conference.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

Nil

7 NOTICES OF BUSINESS

Nil

8 QUESTIONS WITH NOTICE

Nil

9 COMMITTEE REPORTS**9.1 AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING MINUTES - 7 JUNE 2022**

File Number: S4.11.21 / 22/24517

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, 7 June, 2022.

RECOMMENDATION:

That the minutes from the Audit Risk and Improvement Committee meeting held on Tuesday, 7 June, 2022 be received and noted.

COMMENTARY:

**MINUTES OF INVERELL SHIRE COUNCIL
AUDIT RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON TUESDAY, 7 JUNE 2022 AT 10.00AM**

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

IN ATTENDANCE

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

1 APOLOGIES

Nil

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

Nil

3 CONFIRMATION OF PREVIOUS MINUTES**COMMITTEE RESOLUTION**

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Minutes of the Audit Risk and Improvement Committee Meeting held on 8 March, 2022, as circulated to members, be confirmed as a true and correct record of that meeting.

It is noted the Chairperson for the March meeting was not recorded in the minutes, this has since been updated.

CARRIED

MATTERS ARISING FROM PREVIOUS MINUTES

Mr Hullick asked if there was an update on the Draft guidelines for Risk Management and Internal Audit for local councils in NSW. Mr Pay advised the Committee he has recently contacted the OLG for an update. He was advised there is some amendments being made in regard to Joint organisations and the panel selection in relation to candidates. It is expected a Circular will be released in due course to provide an update to Councils as there has been a lot of enquiries.

Mr Pay provided an update on the Special Rate Variation (SRV). Council has applied for the SRV and is waiting for the result, to date no response has been received, it is expected a response will be received by no later than 21 June, 2022, the day before the June Council meeting.

To date no correspondence has been received from the Hon Adam Marshall MP on this matter.

4 INFORMATION REPORTS

5.1 ADVANCE PAYMENT OF 2022-2023 FINANCIAL ASSISTANCE GRANT S4.11.21

SUMMARY:

Council has received a 75% advance payment of the 2022-2023 Financial Assistance Grant.

The advance payment of the Financial Assistance Grant was discussed by the Committee. Mr Pay advised the advance payment does need to be reported and commentary will be noted in the ratios. This funding is treated as Operating Revenue on the Profit and Loss Statement as the grant is untied.

5.2 AUDIT ENGAGEMENT PLAN 2022 S4.11.21

SUMMARY:

The Audit Engagement Plan for 2021-22 is presented for the Committee's consideration.

The Committee noted there are no areas of concern or foreseen issues in the Plan. The issue of Cybersecurity is a big focal point at the moment, however interim audit shows no issues.

Mr Hullick queried the Rehabilitation Provision. Mr Pay advised the provision is assessed every year and the last 'deep dive' was completed two years ago, noting the quarry pits are yet to be done but these make up a small portion of the provision. It is expected the next 'deep dive' into the Landfills provision will be completed next year.

5.3 QUARTERLY BUDGET REVIEW PERIOD AS AT 31 MARCH 2022 S4.11.21**SUMMARY:**

The Quarterly Budget Review for period ending 31 March, 2022 is provided for the Committee's information.

The Committee noted there is nothing unusual in the review period.

Mr Hullick commented on the Investments yield, observing it was low. Mr Pay provided commentary on this advising that the majority of Council's Investments are in term deposits and he is expecting to see yields start to increase given that interest rates are on the rise.

The Quarterly Budget Review Period for 31 March, 2022 has been adopted by Council.

5 RISK MANAGEMENT FRAMEWORK & CONTROLS REPORTS

6.1 RISK MANAGEMENT FRAMEWORK REVIEW S4.11.21

SUMMARY:

This report provides the Committee with the opportunity to discuss and review Council's Risk Management Framework.

Mr Schwenke provided some background on the Risk Management Framework. 4 years ago, the ARIC initiated a review of Council's Risk Management Framework. Crowe reviewed the framework in detail. Mr Schwenke noted a couple of interesting things that came from this review, including a debate with council around whether council should see the audits, in the end it was decided that Councillors can see the audits and a policy was developed around this.

The 2nd thing which was very helpful from an ARIC perspective was the contracted auditor spoke with management and reviewed previous documentation and came up with a forward audit plan that the committee could pick from which meant there was more of a systematic approach to internal audits and there were also other improvements that flowed out of the review so the document now better captures the bigger picture in terms of risk management.

The following key documents were discussed:

Council's Risk Register – Mr Schwenke asked where the register is up to as this was a critical component of the early work done in this area. Mr Pay stated the register is still available in excel format and is given to auditors each year. The Register is reviewed from time to time as required, however there is no formal process in place for it to be reviewed.

Strategic Plan – the Plan is in progress and is due to be adopted by Council at the June Council meeting followed by the Delivery Plan in July.

Mr Schwenke asked the Committee if they thought the Risk Management Framework should be revamped. Cr Lavender believes the foundations are now in a great place but sees benefit and believes the timing is prudent for the Risk Appetite Statement to be reviewed given the new council term, citing that many of the Councillors would not be familiar with the Statement and may have limited experience in risk. It is also noted that the new council may have a different 'appetite' and it was agreed that moving forward ARIC and Council need to be on the same page.

In conclusion it was agreed that having the knowledge and capacity that comes from having the 3 key documents established enables the committee to come up with the plan moving forward.

The timeframe for upcoming audits was discussed. It is hoped that the Public Health and the DA Audits will be completed at the same time given they are two separate teams and it is expected to have at least one of these completed by the September meeting.

It is also hoped that by using the Risk Appetite Statement, Risk Register and Council's Strategic Plan, a plan will be worked on in the September meeting with further work done in the November meeting.

Mr Pay was tasked with organising the Risk Appetite workshop for Councillors in October, time permitting.

6 LEGISLATIVE COMPLIANCE REPORTS

7.1 COMPLIANCE REPORTING S4.11.21

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 are 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

7 INTERNAL AUDIT PROGRAM REPORTS

8.1 COUNCIL POLICIES REVIEW DATES S4.11.21

SUMMARY:

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

It was noted there is still a lot of work to be completed in regard to the updating of policies.

Mr Pay provided an update, and advised a register of all Council Policies has been created and it includes the details of the review dates.

Council policies are currently being reviewed and they will start to roll out to Councillors in July/August in a staggered process. There are a lot of policies which won't require any updates or will only require some minor tweaks.

The same process is happening with management policies, and it is anticipated that all policies will have been reviewed by November.

COMMITTEE RESOLUTION

Moved: Mr Les Hullick (Independent Member)

Seconded: Cr Nicky Lavender

That the report be received and noted.

CARRIED

8.2 RECORDS MANAGEMENT INTERNAL AUDIT S4.11.21

SUMMARY:

The Records Management Internal Audit has been completed by Crowe and the report is presented for the Committee's consideration.

The Records Management Internal Audit was discussed by the Committee.

It was noted that some of the recommendations have already been actioned and others are in progress.

The Committee noted the importance of introducing the Naming Convention Guidelines as recommended in the report.

Mr Pay advised that the recommendation for swipe card access is in progress. Currently access to the archive room is via pin code, however it doesn't record who is accessing the room. The swipe card system will record who is accessing the room which is the same system used at Council's Administration Centre.

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That the Committee:

- i) Receive the Internal Audit Report on Record Management; and*
- ii) Consider the Report's recommendations.*

CARRIED

8 GENERAL BUSINESS REPORTS

9.1 OUTSTANDING ACTIONS REPORT S4.11.21

SUMMARY:

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

Cr Lavender asked for an update on the excessive leave balances. Mr Pay advised a full listing of leave balances was presented to the Management Team at its May meeting and leave balances were discussed. The Management Committee did note there has been some movement since the last school holidays and will continue to monitor balances over the coming months, particularly after the September school holidays.

RECOMMENDATION:

That:

- i. the Committee receive the report and note the information provided;*
- ii. Items 19.3 and 19.4 be removed;*
- iii. That the item – 'currency of standing policies' be added back onto the outstanding actions*

list;

- iv. the approach for the 2022/2023 Audit Plan be added to the actions list; and*
- v. the following resolution from the March ARIC meeting be added to the actions List –*

‘that 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’.

Mr Pay advised the Committee of an NSW Audit Office report which has been published – titled ‘COVID-19: Response, Recovery and Impact’. Mr Pay was tasked to review the report and provide a report to the next meeting.

9.2 INTERNAL AUDITS - OUTSTANDING ACTIONS REPORT S4.11.21

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. Items RM1 and RM4 be removed.*

CARRIED

9.3 WHS UPDATE REPORT S4.11.21

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).

Mr Ryan Dick, Workforce Services Coordinator provided a summary of his report and provided the following information to the Committee.

Since the last ARIC meeting, two new staff have commenced in the Workforce Services Department. Stephen Jones – Workforce Services Support Officer – Personnel and Emily McCausland - Corporate Support Officer. The Corporate Support Officer – Risk has not yet been filled and applications for this role were very low. It is expected this role will be advertised again in the future, however generally speaking these roles are hard to fill and if this round of advertising is not successful a 'growing our own' approach might be taken.

A Contractor has been engaged to assist the development of the Safe Systems of Work documentation and procedures.

Public Liability claims have remained low over the last quarter.

Council's Insurance coverage for 2022/2023 is continuing to be worked on. It was noted the questionnaire on cyber security is extensive and input is being sought from Council's IT Manager.

There is still a lot happening in recruitment. Applicant levels have reduced and it is considered there is a lot happening in this space in general not just locally or at Council.

COMMITTEE RESOLUTION

Moved: Mr Les Hullick (Independent Member)

Seconded: Cr Nicky Lavender

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

CARRIED

9 OTHER BUSINESS

Previous Audits

Fraud Resilience Work and Workplace Wellbeing and Culture Internal Audits were discussed. Mr Schwenke asked the Committee "was there a step change that happened as a result of these audits."

Cr Lavender agreed that it is important to gauge "What has been the systemic change going forward, is it effective, has it benefited, has it reduced risk, was there an improvement in processes" after these audits have been completed and the changes implemented.

Mr Pay provided comment on Fraud and stated that to his knowledge there has been no major issues with fraud.

The Committee discussed how to determine the effectiveness of these audits, noting this would be more difficult to capture for the Workplace Wellbeing and Culture audit.

Mr Schwenke asked if staff completed an exit survey when leaving, Mr Pay responded that exit surveys are given to the people leaving the organisation but it is not compulsory for them to be completed. Any surveys which are completed are reviewed by the Management Team. The question was asked if the original survey completed as part of the audit should be completed

again, noting that although there would have been changes in staff since the original survey was completed it would still be valuable in determining staff culture.

It was agreed the survey should be re-visited with a view to rolling out the survey again in the future.

Mr Pay advised it will need to be approved by the Management Team.

10.1 PREVIOUS AUDITS

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Mr Les Hullick (Independent Member)

That in order to gauge the value of the ARIC Committee in having the Fraud Resilience and Workplace Wellbeing and Culture audits completed they should be evaluated to determine their effectiveness.

The staff survey that was completed during the Workplace Wellbeing and Culture Audit should be re-visited and rolled again in the future.

CARRIED

Terms of reference for upcoming audits

The Committee was provided with the draft Terms of Reference (TOR) for the upcoming Public Health and DA Audits. The Committee briefly reviewed the TORs and discussed the scope for both Audits. The Committee agreed to provide their feedback to Mr Pay by Friday as they will be sent out for quote early next week.

10 NEXT MEETING

13th September, 2022.

Cr Lavender asked the Committee to consider holding future meetings on the 'off' week between Council's Committee and Ordinary meetings.

The Meeting closed at 11.55am.

ATTACHMENTS:

Nil

9.2 CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MINUTES - 13 JULY 2022

File Number: S4.11.16/14 / 22/24571

Author: Kristy Paton, Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 13 July, 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, 13 July, 2022, be received and noted; and*
- ii. The following recommendations of the Civil and Environmental Services Committee be adopted by Council.*

9.2.1 Smoke-free Outdoor Public Places Policy**RECOMMENDATION:**

That a supplementary report on this matter be received.

9.2.2 Smoke-free Outdoor Public Places Policy**RECOMMENDATION:**

That:

- i) That the draft Smoke-Free Outdoor Public Places Policy be adopted as presented;*
- ii) The policy commence upon erection of required signage and community notification; and*
- iii) A further report evaluating the effectiveness of the policy be provided at the completion of 12 months from the date of commencement.*

9.2.3 Bitumen Resurfacing Program 2022/2023**RECOMMENDATION:**

That:

- the 2022-2023 Bitumen Resurfacing Program be adopted as presented; and*
- the adopted Bitumen Resurfacing Program be placed on Council's website for the information of the community.*

9.2.4 Briefing - Planning Matter

RECOMMENDATION:

That the information be noted.

9.2.5 Information Reports

RECOMMENDATION

That the information reports be received and noted.

ATTACHMENTS:

- 1. Minutes of Civil and Environmental Services Committee Meeting 13 July, 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, 13 JULY 2022 AT 8:50AM**

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

IN ATTENDANCE: Cr Kate Dight, Cr Paul King OAM, Cr Nicky Lavender and Cr Jo Williams.

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

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Di Baker

Seconded: Cr Jacko Ross

That the Minutes of the Civil and Environmental Services Committee Meeting held on 8 June, 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 PUBLIC FORUM

Nil

5 DESTINATION REPORTS

5.1 BITUMEN RESURFACING PROGRAM 2022/2023 S28.21.1/15

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Di Baker

The Committee recommend to Council that:

- *the 2022-2023 Bitumen Resurfacing Program be adopted as presented; and*
- *the adopted Bitumen Resurfacing Program be placed on Council's website for the*

information of the community.

CARRIED

5.2 SMOKE-FREE OUTDOOR PUBLIC PLACES POLICY S24.17.1

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Paul Harmon

That a supplementary report on this matter be received.

CARRIED

5.4 SMOKE-FREE OUTDOOR PUBLIC PLACES POLICY S24.17.1

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Wendy Wilks

That the Committee recommend to Council:

- i) That the draft Smoke-Free Outdoor Public Places Policy be adopted as presented;*
- ii) The policy commence upon erection of required signage and community notification; and*
- iii) A further report evaluating the effectiveness of the policy be provided at the completion of 12 months from the date of commencement.*

CARRIED

5.3 BRIEFING - PLANNING MATTER DA-38/2022

COMMITTEE RESOLUTION

Moved: Cr Di Baker

Seconded: Cr Jacko Ross

That the information be noted.

CARRIED

6 INFORMATION REPORTS

COMMITTEE RESOLUTION

Moved: Cr Di Baker

Seconded: Cr Jacko Ross

That the following information reports be received and noted.

CARRIED

6.1 IPART DETERMINATION WATER NSW BULK WATER CHARGES 2022/23 S32.9.1

6.2 WORKS UPDATE S28.21.1/15

6.3 FIRST RELEASE OF 2021 CENSUS DATA BY AUSTRALIAN BUREAU OF STATISTICS S14.16.9

6.4 NSW PLANNING PORTAL - PERFORMANCE AUDIT S18.6.60

6.5 DEVELOPMENT APPLICATION PROCESSING TIMES S18.6.60

The Meeting closed at 9.15am.

9.3 ECONOMIC AND COMMUNITY SUSTAINABILITY COMMITTEE MINUTES - 13 JULY 2022

File Number: S4.11.17/14 / 22/24577

Author: Kristy Paton, Corporate Support Officer - Publishing

SUMMARY:

Meeting held on Wednesday, 13 July, 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, 13 July, 2022, be received and noted; and*
- ii. The following recommendations of the Economic and Community Sustainability Committee be adopted by Council.*

9.3.1 Homes for the Aged - Resealing Internal Roads

RECOMMENDATION:

That:

- i. Council acknowledge there is sufficient benevolent merit for this request from the Homes for the Aged; and*
- ii. that Council donate \$11,666.67 towards the total cost of sealing the internal roads.*

9.3.2 Request for Donation - Down-To-Earth Inverell Garden Group

RECOMMENDATION:

That:

- i. Council provide a donation to Down-To-Earth Inverell Garden Group of \$405 for the hire of portable toilets; and*
- ii. the request for advertising sponsorship be referred to the Sapphire City Festival Committee for their consideration and a report be presented to Council on their decision.*

9.3.3 Request for a Reduction in a Water Usage Account

RECOMMENDATION:

- i. That the report be received; and*
- ii. Council issue an amended account for the property known as 77 Darbys Road, Tingha for*

\$28.08, which is based on the average consumption prior to the leak and write off \$1,793.39.

9.3.4 Rifle Range Road Subdivision - Expressions to Purchase

RECOMMENDATION:

That:

- i. Council advise Inverell Fabrication that Council is prepared to negotiate a purchase price for the required land;*
- ii. That Inverell Fabrication be requested to ascertain from Essential Energy the cost of upgrading the electricity supply to the proposed building, and provide this cost to Council;*
- iii. That a further report be prepared for Council on these issues when the required information has been received; and*
- iv. That ATJ's Bobcat n Tipper be offered lot 10 for purchase subject to an incentivised purchase price negotiated by the General Manager, within the parameters agreed by the Committee with a further report to be presented on this matter for confirmation.*

9.3.5 Information Reports

RECOMMENDATION

That the information reports be received and noted.

ATTACHMENTS:

- 1. Minutes of Economic and Community Sustainability Committee Meeting 13 July, 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, 13 JULY 2022 AT 10:30AM**

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

IN ATTENDANCE: Cr Stewart Berryman, Cr Di Baker, Cr Jacko Ross and Cr Wendy Wilks.

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

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Nicky Lavender

Seconded: Cr Kate Dight

That the Minutes of the Economic and Community Sustainability Committee Meeting held on 8 June, 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 DESTINATION REPORTS

4.1 REQUEST FOR SPONSORSHIP - INVERELL'S GOT TALENT - ROTARY CLUB OF INVERELL EAST S12.22.1/15

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Kate Dight

That the Committee recommend to Council that the request for sponsorship be referred to the Sapphire City Festival Committee for their consideration and a report be presented to Council on their decision.

CARRIED

4.2 HOMES FOR THE AGED - RESEALING INTERNAL ROADS S28.7.4/15**COMMITTEE RESOLUTION**

Moved: Cr Nicky Lavender

Seconded: Cr Paul Harmon

That the Committee recommend to Council that:

- i. Council acknowledge there is sufficient benevolent merit for this request from the Homes for the Aged; and*
- ii. that Council donate \$11,666.67 towards the total cost of sealing the internal roads.*

CARRIED

4.3 REFERRAL OF CONFIDENTIAL REPORTS S4.11.17/14**COMMITTEE RESOLUTION**

Moved: Cr Kate Dight

Seconded: Cr Nicky Lavender

That the Committee refer the following matters to a Closed (Public excluded) meeting of the Committee and that the press and members of the public be asked to leave the chambers whilst the Committee considers the following items:

Item: #S28.7.4/15 – Request for Reduction in Water Usage Account

Authority: Section 10A (2)(b) The personal hardship of any resident or ratepayer. Local Government Act 1993.

Item: #S5.2.0/15 – Rifle Range Road Subdivision – Expressions to Purchase

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” Local Government Act 1993.

CARRIED

4.4 REQUEST FOR DONATION - DOWN-TO-EARTH INVERELL GARDEN GROUP S12.22.1/15**COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Kate Dight

That the Committee recommend to Council that:

- i. Council provide a donation to Down-To-Earth Inverell Garden Group of \$405 for the hire of portable toilets; and*
- ii. the request for advertising sponsorship be referred to the Sapphire City Festival Committee for their consideration and a report be presented to Council on their decision.*

CARRIED

5 INFORMATION REPORTS

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon

Seconded: Cr Jo Williams

- i. That the following information report be received and noted; and*
- ii. That Council write to the Pioneer Village Committee and thank them for their continued work and dedication shown in maintaining and improving one of Inverell's Tourism attractions.*

CARRIED

5.1 PIONEER VILLAGE UPDATE S26.4.20

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Jo Williams

That the following information report be received and noted.

CARRIED

5.2 POLITICAL PARTICIPANTS DISCLOSURE FACT SHEETS S4.11.17/14

6 GOVERNANCE REPORTS

6.1 GOVERNANCE - MONTHLY INVESTMENT REPORT S12.12.2

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Nicky Lavender

That the Committee recommend to Council that:

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

CARRIED

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

At 11.43am, the Chairperson noted that no members of the public or press were in attendance at the meeting therefore the Committee proceeded to consider the motion to close the meeting to the press and public.

COMMITTEE RESOLUTION

Moved: Cr Jo Williams
Seconded: Cr Paul Harmon

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

CARRIED**COMMITTEE RESOLUTION**

Moved: Cr Kate Dight
Seconded: Cr Jo Williams

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

CARRIED

Upon resuming Open Committee at 12.00pm, the Chairperson verbally reported that the Committee had met in Closed Committee, with the Press and Public excluded, and had resolved to recommend to Council the following:

7.1 REQUEST FOR A REDUCTION IN A WATER USAGE ACCOUNT S32.10.1**COMMITTEE RESOLUTION**

- i. That the report be received; and*
- ii. Council issue an amended account for the property known as 77 Darbys Road, Tingha for \$28.08, which is based on the average consumption prior to the leak and write off \$1,793.39.*

CARRIED**7.2 RIFLE RANGE ROAD SUBDIVISION - EXPRESSIONS TO PURCHASE S5.2.0/15****RECOMMENDATION:**

That the Committee recommend to Council that:

- i. Council advise Inverell Fabrication that Council is prepared to negotiate a purchase price for the required land;*
- ii. That Inverell Fabrication be requested to ascertain from Essential Energy the cost of upgrading the electricity supply to the proposed building, and provide this cost to Council;*
- iii. That a further report be prepared for Council on these issues when the required information has been received; and*
- iv. That ATJ's Bobcat n Tipper be offered lot 10 for purchase subject to an incentivised purchase price negotiated by the General Manager, within the parameters agreed by the Committee with a further report to be presented on this matter for confirmation.*

ADOPTION OF RECOMMENDATIONS

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Jo Williams

That the recommendations of Closed Committee be adopted.

CARRIED

The Meeting closed at 12.02pm.

10 DESTINATION REPORTS

Nil

11 INFORMATION REPORTS

11.1 ORDINANCE ACTIVITIES REPORT FOR JUNE 2022

File Number: S18.10.1 / 22/22882

Author: Michelle Wright, Temporary Administration Officer

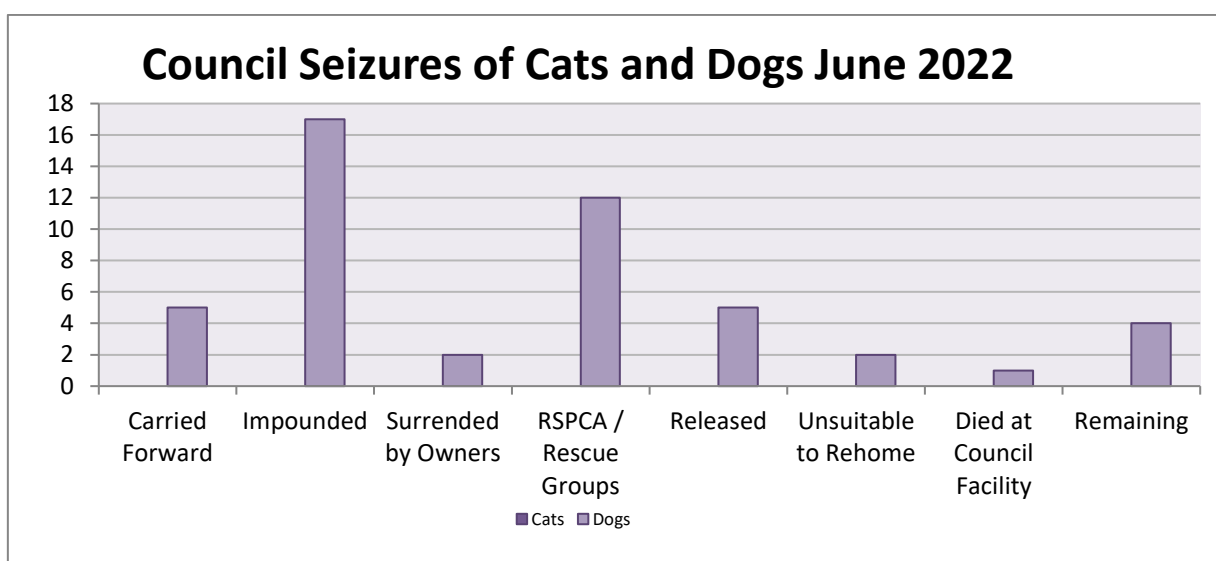
SUMMARY:

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

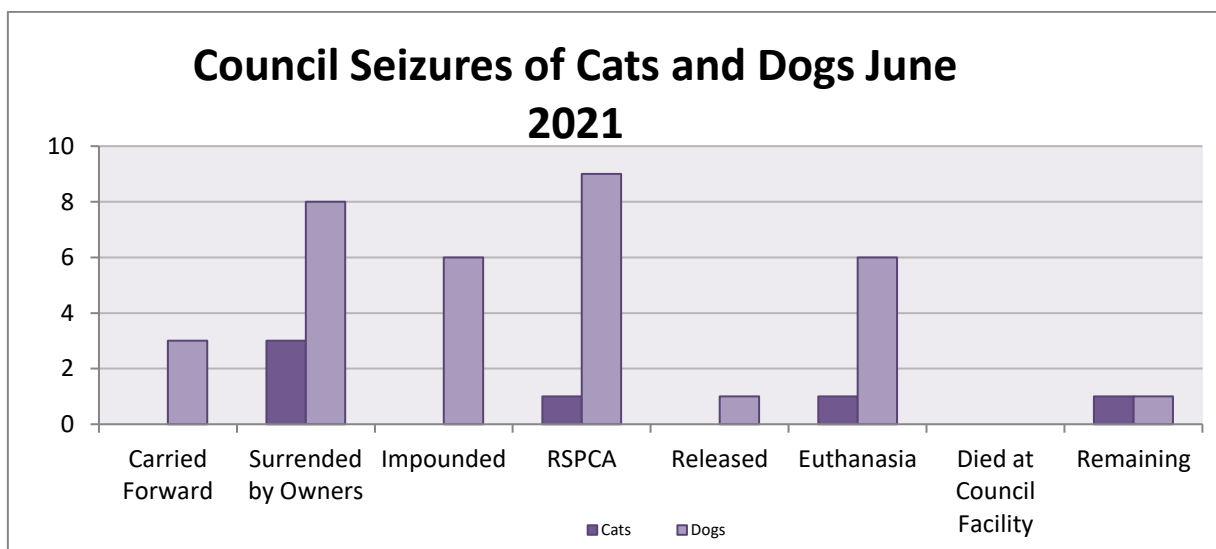
INFORMATION:

COMPLIANCE

Inverell Shire Council Pound Monthly Report June 2022



Inverell Shire Council Pound Monthly Report June 2021



ATTACHMENTS:

Nil

11.2 SUMMARY OF DEVELOPMENT APPLICATIONS, CONSTRUCTION CERTIFICATES AND COMPLYING DEVELOPMENT CERTIFICATES DURING JUNE 2022
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File Number: S18.10.2/15 / 22/24146

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 June, 2022.

DEVELOPMENT APPROVALS, REFUSALS AND VARIATIONS DURING JUNE 2022

Development Approvals

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-18/2022	Precision Seeding Solutions Pty Ltd	41 Rifle Range Road, Inverell 2360	Extension to Industrial Building	65,000
DA-32/2022	Mr Jonathon Bourne	98 Moore Street, Inverell 2360	Residential Development	990,000
DA-46/2022	Denori Pty Ltd	7 Rosslyn Street, Inverell	Construction of New Dwelling	391,524
DA-47/2022	Mr John David Williams	1128 Auburn Vale Road, Auburn Vale 2360	Install a 201001 Plungie Pool with Deck and Insulated Roof	49,900
DA-50/2022	Mr Jonathon Bourne	25 Short Street, Gilgai 2360	Demolition of Existing Dwelling & Construction of New Dwelling	340,560
DA-53/2022	Mr Jonathon Bourne	6170 Gwydir Highway, Inverell 2360	Shed	27,500
DA-56/2022	Mr Joshua Anthony Fox	16 Brownleigh Vale Drive, Inverell 2360	Retaining Wall	4,000
DA-57/2022	Mr Jonathon Bourne	172 Ashford Road, Inverell 2360	Transportable office with associated toilet, steps, carpark, and awning	16,500
DA-58/2022	Mr Steven Ray Vidler	39 Ross Street, Inverell 2360	Re-Roof, Extend and Close Existing Front Verandah	117,600
DA-61/2022	Mr Jake Campbell	18 Stainfield Drive, Inverell 2360	Shed	12,000
DA-62/2022	Mr Jonathon	26 Queens Street,	Carports	16,500

	Bourne	Inverell 2360		
Monthly estimated value of Approvals: June 2022			11	2,031,084

Development Amendments

<u>Development Application Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Development</u>	<u>\$ Amount</u>
DA-51/2015/C	Regional Architects	47-61 Byron Street, Inverell 2360	Application to Modify Development Consent DA-51/2015/B – Shop Top Housing and Alterations & Additions to Commercial Premises	Nil
DA-163/2020/A	Mr Benjamin Thomas Partridge	145 Roscrae Lane, Inverell 2360	Shed – Modification for Temporary Occupation of Shed	Nil
DA-16/2022/A	Ruralcert Pty Ltd	450 Yetman Road, Inverell 2360	Modification to DA-16/2022 – Dwelling & Shed	Nil
Monthly estimated value of Approvals: June 2022			3	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 June 2022.

INFORMATION:

Nil

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

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-114/2021	MB & CM Jorgensen Pty Ltd	17 Auburn Vale Road, Inverell 2360	Semi-Detached Dwellings & Subdivision	430,000
CC-39/2022	Mr Colin Rex Tann	36 Sayers Lane, Inverell 2360	Additions to Existing Dwelling	181,460

CC-41/2022	Mr Jason Todd Lavender	25 Short Street, Gilgai 2360	Demolition of Existing Dwelling & Construction of New Dwelling	340,560
CC-45/2022	Mr Pierre Francis Pudig	172 Ashford Road, Inverell 2360	Transportable office with associated toilet, steps, carpark, and awning	16,500
CC-49/2022	Mr Jonathon Bourne	105 Warialda Road, Inverell 2360	Shed	26,000
CC-51/2022	Mr Jake Campbell	18 Stainfield Drive, Inverell 2360	Shed	12,000
CC-52/2022	Mr Bradley Jason House	5 Bannockburn Road, Inverell 2360	New Dwelling	440,000
CC-54/2022	Mr Luke Charles Holder	29 Orchard Place, Inverell 2360	Shed	20,000
CC-55/2022	Mr Shaun Alan Robert Phillips & Kristy Phillips	37 Talbragar Close, Inverell 2360	Shed	19,800
Monthly estimated value of Approvals: June 2022			9	1,486,320

Amended Construction Certificates approved by Council

Nil

Construction Certificates approved by Private Certifier

<u>Construction Certificate Number</u>	<u>Applicant</u>	<u>Property</u>	<u>Construction</u>	<u>\$ Amount</u>
CC-65/2022	Mr Peter William Beveridge & Mrs Megan Maree Beveridge	450 Yetman Road, Inverell 2360	Dwelling & Shed	740,000
Monthly estimated value of Approvals: June 2022			1	740,000

Amended Construction Certificates approved by Private Certifier

Nil

COMPLYING DEVELOPMENT CERTIFICATES APPROVED AND AMENDED DURING JUNE 2022**Complying Development Certificates Approved by Council**

Nil

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-16/2022	G J Gardner Homes New England	23 Daley Close, Inverell 2360	Dwelling	503,452
Monthly estimated value of Approvals: June 2022			1	503,452

Amended Complying Development Certificates approved by Private Certifier

Nil

TOTAL BUILDING CONSTRUCTION FOR INVERELL SHIRE DURING JUNE 2022:

Type of Consent	Number	\$ Amount
Construction Certificates – Council Approved	9	1,486,320
Construction Certificates – Private Certifier	1	740,000
Complying Development – Council Approved	0	Nil
Complying Development – Private Certifier	1	503,452
Totals	11	2,729,772

Estimated Value of Approvals issued in the financial ytd in: **2021/2022** **(184)** **\$28,999,742**
2020/2021 **(180)** **\$26,445,360**

Attachments:

Nil

11.3 STRATEGIC TASKS - 'SIGN OFF' - MAY AND JUNE 2022**File Number:** S4.13.2 / 22/24150**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 May and June, 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
4 May 2022	Local Infrastructure Renewals Scheme (LIRS) portal opens for claims for the month	Achieved	
17 May 2022	Expected fourth instalment of 2021-2022 Financial Assistance Grants	Achieved	
31 May 2022	Last day for Responsible Accounting Officer to submit quarterly budget review statement to council [LGReg cl 203(1)]	Achieved	
31 May 2022	Fourth quarterly rates instalment due [LGA s562(3)(b)]	Achieved	
1 June 2022	Objections to the inclusion of land to be vested in public bodies must be served within two (2) months after the list is furnished (LGA s 600(6))	No inclusions notified.	N/A
30 June 2022	Valuer General to provide estimates of changes in the value of land for which supplementary valuations are required within one (1) month of date of request [LGA	Achieved	Council receives supplementary value changes monthly

	s513(2)]		
4 June 2022	Induction and/or refresher training for the Mayor and all newly elected and returning councillors is to be completed (LGReg cl 183(1), 183(3) and 184(1)).	Achieved	Completed in January 2022
30 June 2022	Delivery Program Progress reports provided to council at least every six (6) months [LGA s404(5)]	A new Delivery Program is currently being developed. Delivery Program reported to Councillors on 25 May, 2022 at a Councillor Induction Session. Achieved	
30 June 2022	Last day for adopting Operational Plan 2022-23 and updating Long Term Financial Plan updated [LGA s 405(1)]	Achieved	Adopted at the June Council Meeting

I confirm that the performance criteria as set out in the criteria for scheduled tasks have been met for the months of May and June, 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

11.4 SPONSORSHIP REQUESTS REFERRED TO SAPPHIRE CITY FESTIVAL COMMITTEE

File Number: S12.22.1/15 / 22/24433

Author: Peter Caddey, Manager Administrative and Marketing Services

SUMMARY:

Council is in receipt of letters regarding sponsorship for two upcoming events. The events are scheduled during the Sapphire City Festival and the requests were referred to that committee for review.

COMMENTARY:

Two letters requesting sponsorship for upcoming events were tabled at the July Economic and Community Sustainability Meeting.

1. Down to Earth Inverell Garden Group – Open Garden Day.
2. Inverell East Rotary Club – Inverell's Got Talent.

Down to Earth Garden Group are trialling a new format for their event, which will see nine (9) gardens in the Brae St area open to the public on Saturday 29 October, 2022. The event will also feature garden related demonstrations, stalls, refreshments and a BBQ conducted by Westpac Rescue Helicopter Support Group. The group aims to raise \$4,000.00 to be donated to the Westpac Rescue Helicopter Service.

The group has requested a donation of \$2,500 to be utilised for marketing and the hire of portable toilets.

The Economic and Community Sustainability Committee has proposed that Council provide a donation to the Down to Earth Inverell Garden Group of \$405.00, which will cover the cost of the hire of the required three (3) Port-A-Loos for the day.

Inverell East Rotary has successfully produced the popular Inverell's Got Talent for 10 years. The event has been unable to proceed for the last two (2) years due to the COVID-19 pandemic. Past winners include Megan Longhurst, Jemima McLachlan, Shroom and the Hitch, Ashleigh Campbell and in 2018, pianist Harry Frazier.

Inverell East Rotary are requesting a donation equivalent to 50% of the cost of hire of the Inverell Town Hall. The estimated hire fee for 2022 is \$585.00.

Both events are considered valuable assets in the program of the Brighter Access Sapphire City Festival. The requests were referred to the Sapphire City Festival Committee for review and consideration.

The Festival Committee held their monthly meeting on Wednesday, 13 July. Both letters were tabled with the following determinations made by the Committee.

1. Inverell's Got Talent – The Committee will fund the cost of the Town Hall hire, being \$585.00 as a one-off COVID recovery payment and recognition of the long-term partnership between the Committee and Inverell East Rotary.
2. Down to Earth Garden Group – The Committee will assist with promotional activities for the event which will be delivered by: inclusion in the Official Festival Program, inclusion on Festival website, social media posts and radio interviews. The official Festival Program will be delivered throughout the Shire via a letterbox drop. The Committee determined that due to the continued downward trend in circulation, the requested funds for print media advertising was not a prudent investment.

The Festival Committee will correspond with both organisations to notify them of their support.

ATTACHMENTS:

Nil

12 GOVERNANCE REPORTS

Nil

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

Nil