



BUSINESS PAPER

**Civil and Environmental Services
Committee Meeting
Wednesday, 13 September 2023**

INVERELL SHIRE COUNCIL**NOTICE OF CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MEETING**

8 September, 2023

A Civil and Environmental Services Committee Meeting will be held in the Committee Room, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 13 September, 2023, commencing at **9.00am**.

Your attendance at this Civil and Environmental Services Committee Meeting 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

Agenda

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Ethical Decision Making and Conflicts of Interest

A guiding checklist for Councillors, officers and community committees

Ethical decision making

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

Conflict of interest

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

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

The test for conflict of interest

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

Identifying problems

- 1st** Do I have private interests affected by a matter I am officially involved in?
2nd Is my official role one of influence or perceived influence over the matter?
3rd Do my private interests conflict with my official role?

Local Government Act 1993 and Model Code of Conduct

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

Disclosure of pecuniary interests / non-pecuniary interests

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

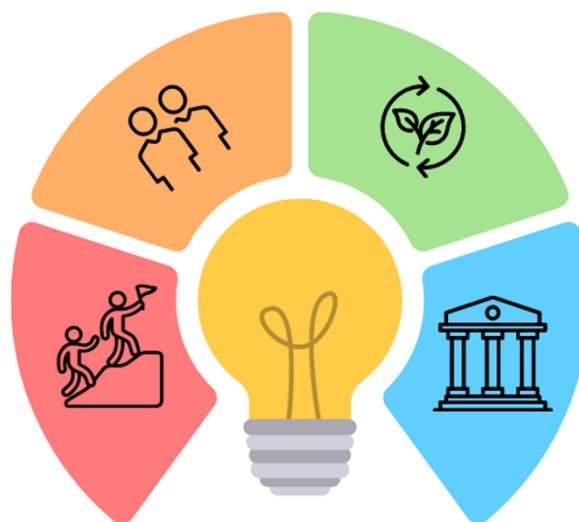
A Declaration form should be completed and handed to the General Manager as soon as practicable once the interest is identified. Declarations are made at Item 3 of the Agenda: Declarations - Pecuniary, Non-Pecuniary and Political Donation Disclosures, and prior to each Item being discussed: The Declaration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

OUR DESTINATIONS



01 LEADERSHIP



We will be an accountable and responsible Council that will be involved with the community and responsibly manage public resources.

02 PROSPERITY



The Shire has a diverse, strong local economy that provides opportunities that contribute to the quality of life for the community.

03 LIVEABILITY



Our community is healthy, safe, educated and offers opportunities for people of all ages and abilities. We value our natural and built environment.

04 SERVICES & INFRASTRUCTURE



Our community is enhanced by the provision of civic services and infrastructure. These services are planned and financially sustainable.

1 APOLOGIES

2 CONFIRMATION OF MINUTES

RECOMMENDATION:

That the Minutes of the Civil and Environmental Services Committee Meeting held on 9 August, 2023, as circulated to members, be confirmed as a true and correct record of that meeting.

**MINUTES OF INVERELL SHIRE COUNCIL
CIVIL AND ENVIRONMENTAL SERVICES COMMITTEE MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON WEDNESDAY, 9 AUGUST 2023 AT 9.00AM**

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

IN ATTENDANCE: 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

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Kate Dight

That the apology received from Cr Paul Harmon for business reasons be accepted and leave of absence granted.

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

CARRIED

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Wendy Wilks

That the Minutes of the Civil and Environmental Services Committee Meeting held on 12 July, 2023, 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 YETMAN CEMETERY - QUESTION WITHOUT NOTICE S5.11.16****COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks

Seconded: Cr Jacko Ross

The Committee recommends to Council that an appropriate water source be installed at the Yetman Cemetery.

CARRIED

5.2 REQUEST - GILGAI PUBLIC HALL AND RECREATION RESERVES MANAGER (GILGAI TRUST) S5.13.7**COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks

Seconded: Cr Jacko Ross

The Committee recommends to Council that:

- a) *Council hold urgent discussions with the Trust regarding their intentions for the future of the Tennis Courts;*
- b) *The availability of Council staff to conduct a clean-up of the Tennis Courts be determined once the Trust advises Council of their intentions regarding the future use of this area; and*
- c) *Council's donation to the September event will be the clean-up of the tennis courts.*

CARRIED

5.3 BONSHAW PUBLIC SCHOOL - STUDENT REQUESTS S21.8.7**COMMITTEE RESOLUTION**

Moved: Cr Jacko Ross

Seconded: Cr Wendy Wilks

The Committee recommends to Council that:

- a) *Council develop a 'Park Equipment Replacement Priority Program', based on the assets management system data, and*
- b) *Identify if funding is available to commence the 'Park Equipment Replacement Priority Program', when the September Quarterly Financial Review is prepared.*

CARRIED

5.4 INVERELL POLOCROSSE CLUB - COSTINGS FOR ASSISTANCE TO 2023 SWAN CUP S26.1.1/13**COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks

Seconded: Cr Jacko Ross

The Committee recommends to Council that:

- a) *Council support the 2024 Swan Cup by supplying water over the three-day event; and*
- b) *Council assist the Inverell Polocrosse Club with a grant application for additional fields.*

CARRIED

5.5 UPDATE ON SUNDOWN SOLAR FARM (SSD-8911) S18.6.52/09

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Wendy Wilks

That the Committee recommend to Council that:

- a) *the submission in response to the Sundown Solar Farm be endorsed; and*
- b) *that a further report be prepared for the Committee once Council staff receive further information in regard to the status of the “access scheme declaration” for the New England Renewable Energy Zone.*

CARRIED

6 INFORMATION REPORTS

6.1 WORKS UPDATE S28.21.1/16

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Wendy Wilks

That the information report be received and noted.

CARRIED

6.2 MAINTENANCE GRADING 2022-2023 S28.21.1/16

COMMITTEE RESOLUTION

Moved: Cr Jacko Ross

Seconded: Cr Wendy Wilks

That the information report be received and noted.

CARRIED

6.3 PCG MEETING - INVERELL AQUATIC CENTRE REPLACEMENT S5.9.27

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Wendy Wilks

That the information report be received and noted.

CARRIED

7 GOVERNANCE REPORTS

7.1 GOVERNANCE - PERFORMANCE REPORTING ON ROAD MAINTENANCE COUNCIL CONTRACTS S1.2.3/16

COMMITTEE RESOLUTION

Moved: Cr Kate Dight

Seconded: Cr Jacko Ross

That the information be received and noted.

CARRIED

The Meeting closed at 9.57am.

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

5 DESTINATION REPORTS

5.1 EXTENSION TO THE EXISTING HML ROAD TRAIN ACCESS ON YETMAN ROAD - INVERELL REGIONAL LIVESTOCK EXCHANGE TO STEWART'S GRAIN TRADING, OAKWOOD

File Number: S28.15.3/13 / 23/29309

Author: Matthew Mepham, Works Engineer

SUMMARY:

Council was successful in obtaining funding under the Fixing Country Roads Grant Program to complete works on Yetman Road between Palaroo Lane and Oakwood in order to extend the existing road train access that currently terminates at the Inverell Regional Livestock Exchange. These works have now been completed and the Committee is requested to recommend that Council approve the extension of the existing HML road train route by 12km from the Inverell Regional Livestock Exchange and terminate at Stewarts Grain Trading, Oakwood.

RECOMMENDATION:

The Committee recommend to Council that:

- 1. The existing HML Road Train route on Yetman Road be extended by 12km to Stewart's Grain Trading, Oakwood, commencing at the Inverell Regional Livestock Exchange;*
- 2. The route be conditional to match the conditions on the existing route; and*
- 3. The application to NHVR to gazette the route for Type 1 A-Double Road Trains and notification to Transport for NSW to update the Restricted Access Vehicle Maps be actioned accordingly.*

COMMENTARY:

Council was successful in obtaining \$3.685M under the Fixing Country Roads Grant Program to complete works on Yetman Road between Palaroo Lane and Oakwood.

An additional private contribution of \$20K from an industry beneficiary brought the total funding to \$3.705M. This grant allowed Council to upgrade this section of road in order to allow road train access and has resulted in improved freight access and efficiency. Currently, road train access on Yetman Road terminates at the Inverell Regional Livestock Exchange, access beyond this point is currently only via a permit through the National Heavy Vehicle Regulator (NHVR).

The existing road train access is conditional as follows:

Type 1 A-Double Road Train - The operator of a Type 1 A-double road train must hold National Heavy Vehicle Accreditation Scheme (NHVAS) maintenance management accreditation for the vehicle. The vehicle must have a tri-axle dolly and the tri-axle dolly must be fitted with certified Road Friendly Suspension (RFS). The minimum extreme axle spacing must be at least 26.5m.

Higher Mass Limit (HML) Type 1 A-Double Road Train - The operator of a Type 1 A-double road train must hold National Heavy Vehicle Accreditation Scheme (NHVAS) mass and maintenance management accreditation for the vehicle. The vehicle must be fitted with certified Road Friendly Suspension (RFS) on all the axle groups other than the front steer axle. The minimum extreme axle spacing must be at least 26.5m.

Works have now been completed on this section of road with sections of the road widened and the construction of a new bridge across Rob Roy Creek. This brings the road up to standard for road train access as per the RMS Guidelines and Council's Restricted Access Vehicle and Higher Mass

Limit Policy. **Attachment 1** includes the route assessment report indicating it is suitable for road train access.

In order to gazette this section of road for road train access, an application to NHVR for a route update request is required which includes the route, vehicle types, reasoning and travel conditions. NHVR can then update the route accordingly. Similarly, notification to Transport for NSW will be required to update the Restricted Access Vehicle (RAV) Maps to reflect the route changes and conditions. Once both of these steps are completed, Type 1 A-Double Road trains including those under HML will be able to utilise this section of road without a permit.

Therefore, the Committee is requested to recommend that Council approve the extension of the existing HML road train route by 12km to Stewart's Grain Trading, Oakwood, commencing at the Inverell Regional Livestock Exchange. The approval would be conditional and match those conditions applied to the existing route. Application would also be made to NHVR to gazette the route for Type 1 A-Double Road Trains and Transport for NSW to update the RAV maps accordingly.

RISK ASSESSMENT:

Route assessment has been included in Attachment 1.

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. RAV Assessment Report - MR187 Yetman Road - Inverell Regional Livestock Exchange to Stewarts Grain Trading, Oakwood [↓](#)

Section 3: Route assessment summary report

3.1 Cover Sheet

Vehicle configuration:	Type 1 A-Double Road Train including HML
Route:	MR187 Yetman Road
Origin Address:	Inverell Regional Livestock Exchange <hr/> <hr/> <hr/>
Destination Address:	Stewarts Grain Trading, Oakwood <hr/> <hr/> <hr/>

A completed application form showing route details is attached.

This is to certify that the investigation levels have been duly considered, checklist has been completed and comments provided as appropriate.

My assessment of the inspected route against the guide is that the route is:

Suitable

Person responsible for the route assessment:

Signature: 

Name: Matthew Mepham

Qualification BENG

Position: Works Engineer

Organisation Inverell Shire Council

Date: 28/08/2023

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3.2 Route Assessment summary check list

Separate working papers are to contain the detailed assessment that supports this summary check list.

Road Name and Section:		MR187 Yetman Road – Inverell Regional Livestock Exchange to Stewarts Grain Trading, Oakwood		
Ref	Assessment characteristic	Data	Comment / information	
2.1.1	General			
	Length of route (km)	12km		
	Road Class Hierarchy (State Roads)	Regional		
	Traffic Volumes (AADT)	866	Councils Asset Data	
	% Volume of commercial vehicles	14%	Councils Asset Data	
	Volume by types of freight vehicles:			
	• Semi-trailers	N/A		
	• B-doubles	N/A		
	• Road Trains	N/A		
	• AB and B-triple combinations	N/A		
	• Other	N/A		
Ref	Assessment characteristic	Pass	Investigate	Comment / information
2.2	Legal/regulatory			
2.2.1	Vehicle			
	Check the proposed vehicle against the regulations:	✓		
	Actual legal class and configuration	✓		
	Comparable vehicle			Currently road trains using route under NHVR permit
2.2.2	Zoning of land			
	Evidence provided that access complies with planning approvals	N/A		
2.3	Road safety issues			
2.3.1	At terminals			
2.3.1(a)	Road access within terminals	✓		
	Evidence provided to confirm suitability within terminals.	✓		Inspection by M. Mephram of route and deemed suitable

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Ref	Assessment characteristic	Pass	Investigate	Comment / information
2.3.1(b)	Road access into or from terminals	✓		
	Entry and exit complies	✓		
2.3.2	Road safety assessment			
	Road Crash Investigation Report Review of desk-top analysis of the road crash history over the previous 5 years.	✓		1 minor injury crash in the last five years
	Where required, road safety audit report			
	• Speed zones	N/A		
	• School speed zones	N/A		
	• Truck and bus zone	N/A		
2.3.3	Road alignment			
	Is there a comparable vehicle using this route?	✓		Currently road trains using route under permit system through NHVR
	Low speed turns at intersections, roundabouts, traffic management devices	✓		
	Curve geometry at road speed			
2.3.4	Road width (cross-section)			
2.3.4(a)	Rural roads			
	For unsealed sections: • Carriageway width (W)	N/A		
	For sealed sections: • Sealed surface width (SSW) • Sealed lane width (SLW) • Carriageway width (W)	✓		Works have been completed to widen sections of road to a minimum of 7m that were not suitable previously. Section from Palaroo Lane to Lochinvar Lane is 6m wide however shoulders are graded to allow safe runoff zone.
2.3.4(b)	Urban roads			
	For sealed sections: • Sealed lane width (SLW) • Adjacent lane (SLW)	N/A		
2.3.5	Structure width (including bridge width)			
	Structure width	✓		New bridge constructed over Rob Roy Creek to 9.6m wide

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Ref	Assessment characteristic	Pass	Investigate	Comment / information
	Width ratio ≤ 1.25	✓		
2.3.6	Intersections			
2.3.6(a)	Low speed turns			
	Roadside structures	✓		
2.3.6(b)	Intersections and turn bays			
	Safe intersections sight distance (SISD)	✓		
	Adequate road length for storage			
2.3.6(c)	Approach visibility (stopping sight distance)			
	Stopping Sight Distance (SSD)	✓		
2.3.7	Overtaking opportunities			
	Overtaking opportunities meet the requirements for the route.	✓		Limited but short route length
2.3.8	Traffic facilities			
2.3.8(a)	Signs, lines and markings	✓		
	Signposting	✓		
2.3.8(b)	Crash barriers and clear zones	✓		
2.3.8(c)	Traffic signals			
	Minimum green time (Note locations where adjustment is required)	N/A		
2.3.9	Traffic interaction with other users			
	School bus route has bus stop areas off the road where the bus can safely stop.	✓		
	Tourist route	✓		
	Pedestrians and cyclists	✓		Signs indicating Cyclists use road
	Other drivers familiar with RAV	✓		RAV are used widely in Inverell Shire
2.3.10	Local conditions			
	Other local conditions (describe)	N/A		

Ref	Assessment characteristic	Pass	Investigate	Comment / information
2.4	Rail-road safety			
2.4.1	Grade Separated Crossings	N/A		
2.4.2	Railway crossings			
2.4.2(a)	Sight distance	N/A		
2.4.2(b)	Alignment and width	N/A		
2.4.2(c)	Queuing on railway crossings at or near intersections	N/A		
2.4.2(d)	Short stacking	N/A		
	Concurrence from rail infrastructure manager	N/A		
2.5	Work, health and safety			
2.5.1	Decoupling operation	✓		
2.5.2	Driver breaks	✓		
2.6	Amenity and environment issues			
2.6.1	Existing approved land-use			
2.6.1(a)	Community amenity	✓		
2.6.1(b)	Noise and vibration			
	Road noise: Road surface irregularity	✓		New bitumen surface
	Engine and brake noise: Grade > 5% (potential for engine brake noise)	✓		Designated heavy vehicle route
2.6.1(c)	Air quality	✓		
2.6.1(d)	Vulnerable or endangered flora or fauna	✓		
2.6.2	Traffic-generating development			
	Associated with DA	N/A		

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Ref	Assessment characteristic	Pass	Investigate	Comment / information
2.7	Infrastructure loading			
2.7.2	Bridge structure			
	All bridges & culverts structurally capable	✓		
2.7.3	Pavement structure			
2.7.3(a)	General and concessional mass			
	Wear relative to 6 axle semi-trailer Pavement condition	✓		
2.7.3(b)	Higher mass limits (HML) on axles groups			
	Pavement condition	N/A		
2.7.4	Floodways and causeways	N/A		
2.8	Property damage (public infrastructure or property)			
2.8.1	Low clearance structures and plant			
2.8.1(a)	Structure clearance	✓		No low structures
2.8.1(b)	Overhead cable clearance	✓		Overhead powerlines checked by Essential Energy for correct clearance
2.8.2	Tree clearance	✓		Tree trimming works conducted to improve clearance
2.9	Other significant issues			
	Other issues not covered in the assessment (describe)	N/A		

Risk Management Approach:

	Yes	No
Risk management analysis required to resolve issues		✓
Attach the risk management analysis at the end of this summary		

Access Conditions:

Type 1 A-Double Road Train - The operator of a Type 1 A-double road train must hold National Heavy Vehicle Accreditation Scheme (NHVAS) maintenance management accreditation for the vehicle. The vehicle must have a tri-axle dolly and the tri-axle dolly must be fitted with certified Road Friendly Suspension (RFS). The minimum extreme axle spacing must be at least 26.5m.

Higher Mass Limit (HML) Type 1 A-Double Road Train - The operator of a Type 1 A-double road train must hold National Heavy Vehicle Accreditation Scheme (NHVAS) mass and maintenance management accreditation for the vehicle. The vehicle must be fitted with certified Road Friendly Suspension (RFS) on all the axle groups other than the front steer axle. The minimum extreme axle spacing must be at least 26.5m.

Other issues:

Is a review of the route scheduled?

Yes	No
	✓

3.3 Engineering determination report

Vehicle type	Type 1 A-Double Road Train	HML Vehicle	Y
Asset Manager	Inverell Shire Council		
Route	From: Inverell Regional Livestock Exchange		
	To: Stewarts Grain Trading, Oakwood		
		Yes	No
List of all structures, their assessments and sign-off by structural engineer is attached			✓
•			
•			
•			
•			
•			
•			
All structures can support the proposed vehicle		✓	

Person responsible for the engineering determination:

Signature: 

Name: Matthew Mepham

Position: Works Engineer

Organisation: Inverell Shire Council

Date: 28/08/2023

6 INFORMATION REPORTS

6.1 WORKS UPDATE

File Number: S28.21.1/16 / 23/28808

Author: Justin Pay, Manager Civil Engineering

SUMMARY:

This report is intended to keep Council updated on the capital works and maintenance programs.

COMMENTARY:

Fixing Country Roads Funding Grant

Council was successful in obtaining \$3.685M from the Fixing Country Roads Funding Grant to complete works on Yetman Road between Palaroo Lane and Oakwood.

An additional private contribution of \$20K from an industry beneficiary brought the total funding to \$3.705M. This grant allowed Council to upgrade this section of road to allow road train access which will result in improved freight access and efficiency. Currently, road train access on Yetman Road terminates at the Inverell Regional Livestock Exchange however, once this project is complete, a further 12km along Yetman Road will have road train access.

This project includes the following works:

- Construction of a new two-lane bridge on a new and improved alignment crossing at Rob Roy Creek to replace the old narrow bridge at Moseley Dene
- Construction of 400m of approaches for the new bridge alignment
- Full reconstruction and widening of 2km of road from Hunts Gully to approx. 300m past Stewarts Grain Trading
- Widening and drainage works to 3.6km of road to bring the existing road up to standard for road train access
- Drainage works for 1.2km to clean out and restore table drains
- Replacement of 9 pipe sets between Palaroo Lane and Stewart's Grain Trading

Works commenced in January 2022 and the following have been completed to date:

- Full construction and widening from Hunts Gully to Stewarts Grain Trading
- 1.2km of drainage works
- Pipe replacements along the route
- Design of the new bridge at Moseley Dene
- Review of Environmental Factors completed for the works
- Fisheries permit obtained for construction of the bridge
- Construction of the bridge piers
- Preliminary earthworks for the new road alignment
- Bridge abutments and wingwalls
- Bridge planks installed
- Batter protection
- Relieving Slabs
- Bridge Kerbs
- Guardrail on the bridge deck
- Guardrail on road approaches
- Bitumen sealing of the approaches

The remediation works on the bridge deck asphalt surface was completed at the end of August. The ride quality has been substantially improved with the transitions onto the bridge constructed over a longer distance. The bridge was re-opened to traffic the afternoon of the rectification works, Tuesday, 22 August 2023.

The heavy patching works either side of the bridge has been completed and these patches have been bitumen sealed. Line marking is still proposed to be completed after the bitumen reseal program commencing in September/October 2023. The old road has been decommissioned and new drainage channels constructed to direct the surface water to the new bridge.

A subsequent report has been prepared for Council to address access for road trains for this section of road now that it has been upgraded to meet road train specifications.



Moseley Dene Bridge Replacement – Bridge open to traffic after rectification works

Fixing Country Bridges Funding Grant

Council has been successful in obtaining \$4.109M from the Fixing Country Bridges Funding Grant to replace Mathers Bridge that crosses Frazers Creek just north of the Nullamanna village. Council has committed to a co-contribution of \$250K to bring the total funding to \$4.359M for the project. This funding is required to be expended by April 2024 as per the funding requirements.

Mathers Bridge is located along Nullamanna Road and crosses Frazers Creek just north of the Nullamanna village. The existing bridge consisting of a timber superstructure and concrete deck was constructed in the late 1950s and is now nearing the end of its useful life. A structural report completed on the bridge in 2019 found the bridge to be in very poor condition. A recommendation to reduce the bridge to single lane use was put forward in the report to allow continued heavy vehicle use until the bridge is replaced. This is an imposition on the efficient movement of freight along this road, hence the need to replace the bridge at the earliest possible time.

The bridge replacement project has recently been awarded to DavBridge Constructions and contracts are being drawn up at the time of writing this report.

Council is responsible for the side track and the Contractor will be responsible for the demolition of the existing bridge plus the construction of the replacement concrete bridge, including the re-construction of the road approaches. Preliminary works have been completed which include the bridge options report, bridge design plans, geotechnical investigations, environmental reports and Aboriginal Heritage reports.

The side track around the worksite has been completed and is open to traffic. This included the installation of a temporary bridge structure that Council utilises for temporary works and a bitumen sealed pavement either side of Frazers Creek. Due to the amount of traffic that utilise Nullamanna Road on a daily basis, the temporary bridge will allow for increased flood immunity during the project if minor flooding was to occur.

DavBridge Constructions are planning to mobilise to site mid-September with the demolition occurring over the first week.



Mathers Bridge Replacement – Temporary Bridge Side Track Open to Traffic

Bundarra Road Rehabilitation and Widening South of Gilgai Stage 2

Council were successful in securing funding through the Local Roads and Community Infrastructure Program to undertake pavement widening and rehabilitation works and major culvert widening works on MR73 Bundarra Road from Schwenkes Lane to Bonvale Lane, south of Gilgai.

Roadworks commenced early August 2023 on stage 2 from Guyra Road to Bonvale Lane, south of Gilgai, a total length of 1760 metres. Stage 2 being an extended length was separated into two (2) smaller sections, the first from Guyra Road to 620 metres south and the second a 1140 metre section to Bonvale Lane.

Pavement works have been completed on the 620 metre section south from Guyra Road with a primer seal applied on 26 August 2023. New guardrail installation over the extended box culvert and at the Guyra Road intersection is planned for mid September 2023.

Stage 2 project duration was estimated at eight (8) weeks with an expected completion at the end of September 2023, however the remaining 1140 metre section to Bonvale Lane has been temporarily postponed to accommodate project commencement at the Bundarra Road Racecourse site due to commence early September 2023. It is planned to return to Bundarra Road South of Gilgai and complete the remaining roadwork to Bonvale Lane at the completion of the Racecourse Project.



Stage 2 Primer Seal South of Guyra Road

Bundarra Road Pavement Rehabilitation and Overlay Racecourse

This project was delayed in April 2021 due to the persistent wet weather and poor site drainage experienced over several months, subsequently the funding was re-allocated to other projects in the 2020-2021 financial year.

Council have since allocated \$1.090M in funding under the 2023/2024 Repair Program and \$696K from the 2023-2024 Fit for Future Program to undertake this project on the Bundarra Road adjacent to the Racecourse a total length of 1.17km from the Pioneer Village to Cunningham's Hill.

The project involves the removal of the 85 Claret Ash trees and replacement with two (2) suitable species, namely Cimmarron Ash and Crepe Myrtle. Both species were approved by Council in March 2021. Quotations are again being sought from Council's preferred tree suppliers for advanced tree stock with a proposed delivery timeframe of October 2023 with commencement of the replanting program planned for November 2023.

Pavement works include the rehabilitation of the existing pavement and an overlay of a suitable base quality material to improve the pavement surface. Drainage maintenance and extension works will be undertaken as part of the overall drainage improvement plan for the Racecourse floodplain.

Works commenced 28 August 2023 with the removal of the Claret Ash trees. Drainage works and earthworks will follow early September 2023 with the remaining pavement layers commencing at the completion of the earthworks. As this section of Bundarra Road is heavily trafficked it is proposed to work on discrete sections of pavement at any one time whilst under manual traffic control with traffic signals to minimise traffic impacts. Crews are prepared to work extended hours and additional resources will be made available where required to maintain traffic flows and expedite project completion.

Project duration is estimated at twelve (12) weeks with an expected completion date of mid to late November 2023.



Tree Removal South of Pioneer Village

Moore Street Upgrade – Hospital Entrance

Council has secured funding to complete upgrade works on Moore Street at the Inverell Hospital entrance. The project cost is \$1,349,000 funded by the State Government's Fixing Local Roads Program (\$911,654), contribution from NSW Health Infrastructure (\$337,250) and Council contribution (\$100,096).

The recent redevelopment of the Inverell Hospital resulted in the 'main entrance' for this facility being moved to Moore Street. Council has received grant funding from the State Government to undertake upgrade works to Moore Street to meet subsequent demand.

The project includes works along a 1000 metre section of Moore Street and includes pavement rehabilitation, widening, a turning lane into the hospital and drainage upgrades including construction of kerb and gutter. The key aim of the project is to improve sight distance impacting safe access to the new hospital.

The road construction crew mobilised to site at the end of August and have commenced works on boxing out the shoulders for the installation of kerb and gutter. The northbound lane is closed to traffic during working hours and a detour for the hospital access is in place. Emergency Vehicles have priority through the site at all times. The road is made safe each afternoon and both lanes open to traffic.

The Hospital, Ambulance Service and Bus Services have been continually updated on the projects progress each week to ensure there is an open line of communication throughout.

As previously reported, this project is to be completed prior to December 2023 as per the funding grant requirements.



Moore St – Hospital Hill Upgrade – Boxing out of shoulders for kerb and gutter

Playground and Amenities Upgrades and Repairs – Inverell and Delungra

Council has been successful in receiving \$300K under the Local Roads and Community Infrastructure Program Phase 3 to complete upgrade and repair works to Victoria Park, Lions Park, Campbell Park and Lake Inverell Reserve. Council was also successful in receiving \$50K under the 2021/2022 Black Summer Bushfire Grants Program for the replacement of playground equipment at Delungra Park.

The following works are included as part of the grant funding.

Victoria Park

- Drainage works inside the playground
- Repair soft floor
- New ropes on climbing web and cradle swing

Lions Park

- Replace netting inside playground

Campbell Park

- Remove existing climbing frame playground at the end of the amphitheatre
- Install new larger climbing frame with attached covered slide at a new site north of the existing children's fenced playground
- Install new soft fall and fencing
- Install additional play equipment if funds allow

Lake Inverell Reserve

- Install blocks around playground to prevent the soft fall bark chips washing out
- Levelling of the playground area

Delungra Park

- Remove old playground equipment
- Install new playground equipment including dual swing, slide including landing, fire engine rocker and Geo-climber
- Replace soft fall bark chips

Works have been completed at Victoria Park, Delungra Park and Lions Park. Campbell Park equipment is still being made by the manufacturer. A recent update from the manufacturer indicated that the equipment will be delivered in December 2023 as some of the parts are sourced from overseas.

Road Maintenance**Maintenance Grading**

The following maintenance grading works were undertaken during August 2023.

Road Number	Road Name	Length Graded (km)
SR154	Arrawatta Road	11.50Km
SR165	Pretoria Park Road	1.65Km
SR164	Haywood Road	10.35Km
SR114	Coles Lane	1.30Km
SR170	Bryants Lane	0.65Km
SR175	Leaders Lane	3.50Km
SR174	Abbotts Lane	4.80Km
SR112	Burleys Lane	2.85Km
SR253	Old Armidale Road	12.45Km
SR263	Rifle Range Road (Segments 040/050)	2.05Km
SR260	Paradise Road	10.65Km
SR259	Mephams Road	1.30Km
SR256	Grants Road	4.70Km
SR231	Pineleigh Lane	2.95Km
SR232	Poolbrook Road	5.90km
SR223	Byron Station Lane	3.30km
SR227	Wandera Lane	3.35km
Sr 23	Bedwell Downs Road	41.85km
Sr 46	Pocket Road	14.00km
Sr 48	Pindari Dam Road	4.25km
Sr 49	Upper Severn River Road	4.90km
Sr 51	Wells Crossing Road	10.95km
Sr 45	Denham Road	3.55km
	TOTAL	162.75km

Reactive Spot Grading

There were no reactive spot grading works undertaken during August 2023.

Gravel Patching

The following gravel patching works were undertaken during August 2023.

Road Number	Road Name	Area Patched (m2)
SR299	Querra Creek Road	1500m2
SR246	Elsmore Road	800m2
	TOTAL	2,300m2

Gravel Re-sheeting

The following gravel re-sheeting works were completed in August 2023.

Road Number	Road Name	Area Re-sheeted (m2)
SR421	Aberdeen Road	52,900m2
	TOTAL	52,900m2

Heavy Patching

The following heavy patching works were undertaken by contractors during August 2023.

Road Number	Road Name	Area Patched (m2)
SR412	New Valley Road	11,285m2 (Regional and Local Road Pothole Funding)
SR412	New Valley Road	1,535m2
	TOTAL	12,820m2

Other Maintenance Activities

Council's State, Regional and Local Roads, Urban and Village Street maintenance activities, such as bitumen patching, drainage and shoulder repairs as well as vegetation control, are continuing as required. Town maintenance will continue as programmed.

ATTACHMENTS:

Nil

6.2 COMPANION ANIMAL IMPOUNDING FACILITY UPDATE

File Number: S5.9.33 / 23/28813

Author: Greg Doman, Manager Environmental Health

SUMMARY:

The purpose of this report is to provide the Committee with an update on the progress of the Inverell Shire Council Companion Animal Impounding Facility.

COMMENTARY:

Council was successful in obtaining \$1.1M in grant funding to construct a new Companion Animal Impounding Facility at 55 Burtenshaw Road. The project's funding has been provided by the Federal Government under the Local Roads and Community Infrastructure Program Phase 3. In addition to this funding, Council also budgeted \$400K to assist with the project.

Build Me Construction Group commenced construction works in April 2023.

Since the Committee update on 12 July, 2023 the following works have been completed:

- Completion of timber framing;
- Installation of roof members and custom orb roofing;
- Blockwork and brickwork has been cleaned;
- Installation of remaining windows and sliding doors;
- Commencement of electrical service provisions;
- Commencement of internal plumbing service provisions; and
- Timber framing walls have been straightened and ceiling battens installed ready for internal wall linings.

The following photographs show some of the works undertaken.



Photo 1- Completed roof members and custom orb roofing.



Photo 2 – Ceiling battens and electrical service provisions along hallway.



Photo 3 – Installation of plumbing and electrical service provisions in store area of the facility.



Photo 4 - Completed frame work with plumbing and electrical service provisions installed in accessible amenity area.

Civil works are due to commence in late September 2023 on the car parking area adjacent to the Companion Animal Impounding Facility on Burtenshaw Road. The completion of the carparking area will allow for the construction of the footpaths, planting of landscaping and construction of the boundary fencing to be completed.

The practical completion date of 30 November 2023 for the project is still on schedule at this stage.

ATTACHMENTS:

Nil

6.3 PCG MEETING - INVERELL AQUATIC CENTRE REPLACEMENT

File Number: S5.9.27 / 23/29458

Author: Brett McInnes, Director Civil and Environmental Services

SUMMARY:

A Project Control Group (PCG) has been established for the Inverell Aquatic Centre Replacement. Minutes of the PCG meetings are provided to the Committee for their information.

COMMENTARY:

A Project Control Group (PCG) meeting was held on the 7 September 2023 for the Inverell Aquatic Centre Replacement.

Attachment 1 contains a copy of the minutes from the meeting held on 7 September 2023 for the information of the Committee.

ATTACHMENTS:

1. Inverell Aquatic Centre Replacement - Project Control Group Minutes - 7 September 2023 [↓](#)

**MINUTES OF INVERELL SHIRE COUNCIL
INVERELL AQUATIC CENTRE REPLACEMENT - PROJECT CONTROL GROUP MEETING
HELD AT THE COMMITTEE ROOM, ADMINISTRATIVE CENTRE, 144 OTHO STREET,
INVERELL
ON THURSDAY, 7 SEPTEMBER 2023 AT 2.30PM**

PRESENT: Brett McInnes (Director Civil & Environmental Services), Paul Pay (Director Corporate and Economic Services), Greg Doman (Manager Environmental Health), Cr Stewart Berryman and Peter Atkinson (Project Manager).

1 APOLOGIES

Nil

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

That the Minutes of the Inverell Aquatic Centre Replacement - Project Control Group Meeting held on 6 July, 2023, as circulated to members, be confirmed as a true and correct record of that meeting.

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

Nil

4 BUSINESS ARISING FROM PREVIOUS MINUTES

4.1 Subcontractor Waste Account

Noted that the demolition sub-contractor Demex has settled their waste disposal account and there are no outstanding monies.

5 MATTERS FOR DETERMINATION

5.1 Demolition and Preliminary Site Works

Noted that the demolition and major construction earthworks have now been completed on the site. Required fill has been compacted and satisfactory density testing completed. Site to be now stood down for 4 to 6 weeks awaiting development consent and construction certificate.

5.2 Design Plans

Development Application was lodged with Council Friday, 30 June 2023 and the application has been assessed and sent to the Joint Regional Planning Panel (JRPP) for consideration. JRPP requested a peer review which has subsequently been completed and supplied. Council expecting determination prior to end of September.

Inverell Aquatic Centre Replacement - Project Control Group Meeting
Minutes

7 September 2023

5.3 Consideration of Payment Claim 6

COMMITTEE RESOLUTION

That the PCG unanimously support the payment of Progress Claim Number 6 in the amount of \$310,261.02 GST Exclusive.

6 MATTERS WITHOUT NOTICE

6.1 Multisport Community Facility Grant Reporting

Director Corporate and Economic Services advised grant report for quarter ending 30 June 2023 for state government Multisport Community Facility grant was submitted and all milestones completed.

7 NEXT MEETING

To be advised.

The Meeting closed at 2.45pm.

6.4 DEVELOPMENT APPLICATION PROCESSING TIMES UPDATE

File Number: S18.6.60 / 23/29743

Author: Chris Faley, Development Services Coordinator

SUMMARY:

The NSW Department of Planning and Environment has released 2022/2023 data in regard to Development Application processing times. The live data has been released in the NSW Planning Portal – NSW Planning Performance Dashboard. The purpose of this report is to provide the Civil and Environmental Services Committee with information in regard to Inverell's development approval statistics and to provide a comparison between similar sized Councils.

COMMENTARY:

Background

The NSW Department of Planning and Environment has released 2022/2023 data in regard to Development Application processing times and development costs for all NSW Councils. The live data has been released in the NSW Planning Portal – NSW Planning Performance Dashboard.

NSW Planning Portal Data

As part of the data collection, the Department categorises Councils according to their relative size. Inverell is categorised as a "Large Rural Council". Large Rural Councils are made up of both Group 10 and Group 11 Councils based on the Australian Classification of Local Governments (ACLG) determined by the Australian Bureau of Statistics (ABS). For the purposes of this report, **Table 1** and **Table 2** (below) only includes data from the "Group 11" Councils.

The data included in **Table 1** includes information on the number of Development Applications (DAs) determined and total development application cost (millions) for the 2021/2022 and 2022/2023 financial years.

**Table 1 – Live Data from the NSW Planning Performance Dashboard – Group 11 Councils
Total Development Applications Determined and Total Development Cost**

	<u>No. of Determined Development Applications (DA)</u>		<u>DA Determinations – Development Cost (Millions)</u>	
	<u>2021/2022</u>	<u>2022/2023</u>	<u>2021/2022</u>	<u>2022/2023</u>
<i>Inverell</i>	165	184	24.5	42.2
<i>Bellingen</i>	60	86	9.2	26.6
<i>Cabonne</i>	185	208	36.1	51.4
<i>Cootamundra - Gundagai</i>	190	122	69.6	34.9
<i>Cowra</i>	113	124	37.9	29.6
<i>Federation</i>	206	170	41.6	36.2
<i>Greater Hume</i>	225	194	45.2	451
<i>Gunnedah</i>	78	89	26.6	20
<i>Hilltops</i>	230	191	35.5	72.4
<i>Leeton</i>	127	116	16.3	37.6
<i>Moree Plains</i>	65	80	20.6	24.8
<i>Murray River</i>	274	362	72.5	129.7

	<u>No. of Determined Development Applications (DA)</u>		<u>DA Determinations – Development Cost (Millions)</u>	
	<u>2021/2022</u>	<u>2022/2023</u>	<u>2021/2022</u>	<u>2022/2023</u>
<i>Muswellbrook</i>	129	133	15.8	27.2
<i>Nambucca</i>	412	293	84.2	108
<i>Narrabri</i>	80	107	24.7	27.1
<i>Parkes</i>	130	118	23.0	63.7
<i>Snowy Valleys</i>	172	187	29.5	52.8
<i>Upper Hunter</i>	182	179	44.9	99.2
<i>Yass Valley</i>	234	258	82.4	91.6
Note: The Development Cost above relates to Development Applications only. A monthly report to the Ordinary Meeting of Council provides the total development cost associated with Construction Certificates and Complying Development, which is a separate figure to Development Applications.				

Table 2 below includes information on the average gross processing time of Development Applications for all “Group 11” Councils. “Gross” times refers to the total number of days from lodgement to determination, including those days where an application may be on “stop the clock” (i.e. waiting for information or agency comments/concurrence). The NSW Planning Portal does not provide any data in relation on “Net” processing times (i.e. Gross times minus stop the clock).

Table 2 – Live Data from the NSW Planning Performance Dashboard – Group 11 Councils Development Application Processing (Average Gross) Times

	<u>DA Determinations - Assessment Times (Average Days)</u>	
	<u>2021/2022</u>	<u>2022/2023</u>
<i>Inverell</i>	31	43
<i>Bellingen</i>	79	146
<i>Cabonne</i>	52	83
<i>Cootamundra - Gundagai</i>	44	63
<i>Cowra</i>	55	73
<i>Federation</i>	33	56
<i>Greater Hume</i>	35	51
<i>Gunnedah</i>	79	125
<i>Hilltops</i>	48	77
<i>Leeton</i>	28	31
<i>Moree Plains</i>	31	75
<i>Murray River</i>	66	52
<i>Muswellbrook</i>	83	95
<i>Nambucca</i>	35	45
<i>Narrabri</i>	35	54

	<u>DA Determinations - Assessment Times</u> <u>(Average Days)</u>	
	<u>2021/2022</u>	<u>2022/2023</u>
<i>Parkes</i>	34	47
<i>Snowy Valleys</i>	54	56
<i>Upper Hunter</i>	38	84
<i>Yass Valley</i>	98	109

As shown in **Table 2**, Inverell's average DA processing time during the 2021/2022 financial year was 31 gross days, which increased to 43 gross days in the 2022/2023 financial year. This is once again second behind Leeton with an average DA processing time of 28 days in the 2021/2022 financial year and an increase also to 31 gross days in the 2022/2023 financial year. **Table 2** also shows that the majority of Group 11 Councils experienced an increase in assessment times.

For a better understanding of the increase in Inverell average gross processing times, **Table 3** (below) shows Inverell's Development Application Data for the last six (6) years. The data is sourced from a combination of NSW Planning Performance Dashboard, Inverell Shire Council internal data and Local Development Performance Monitoring by the NSW Department of Planning.

Table 3 – Inverell Development Application Data for the last five (5) years

	<u>No. of Determined Development Applications</u>	<u>DA Determinations – Processing Times (Gross Days)</u>	<u>DA Determinations - Development Cost (Millions)</u>
<i>2022/2023 ^(a)</i>	184	43	42.2
<i>2021/2022 ^(a)</i>	165	31	24.5
<i>2020/2021 ^(b)</i>	189	28	54.1
<i>2019/2020 ^(a)</i>	140	23	33.6
<i>2018/2019 ^(c)</i>	149	30	18.1
<i>2017/2018 ^(c)</i>	156	22	22.6
^(a) Data sourced from NSW Planning Portal – NSW Planning Performance Dashboard			
^(b) Data sourced from Inverell Shire Council internal data			
^(c) Data sourced from Local Development Performance Monitoring by the NSW Department of Planning			

As can be seen in **Table 3** above, the Average Gross Processing Times for Development Applications has increased from **31 days** to **43 days** in the last twelve months and almost doubled from **23 days** in 2019/2020 to **43 days** in 2022/2023. This is a significant increase and can be attributed to a range of factors, which have had a cumulative impact on processing times, including:

- Introduction of the NSW Planning Portal;
- Increased timeframes for state agencies to respond to development applications; and
- Continual changes to planning legislation by the NSW Department of Planning and Environment, which instead of simplifying the planning system, has added to its complexity.

Conclusion

In reviewing the data for Inverell, it can be seen that there has been a steady increase in Development Application average gross processing times from **23 days** in 2019/2020 to **43 days** in the 2022/2023 financial year. Despite this increase, Inverell is still performing comparatively well against the other Group 11 Councils.

This matter will continue to be monitored and a further report on processing times will be provided to the Committee upon release of the 2023/2024 data.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

Nil