



BUSINESS PAPER

**Civil and Environmental Services
Committee Meeting
Wednesday, 14 February 2024**

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

8 February, 2024

A Civil and Environmental Services Committee Meeting will be held in the Committee Room, Administrative Centre, 144 Otho Street, Inverell on Wednesday, 14 February, 2024, 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.

BRETT MCINNES

GENERAL MANAGER

Agenda

1	Apologies	5
2	Confirmation of Minutes.....	5
3	Disclosure Of Conflict Of Interests/Pecuniary And Non-Pecuniary Interests	9
4	Public Forum.....	9
5	Destination Reports.....	10
5.1	Regional Emergency Road Repair Fund - Funding Allocation Strategy.....	10
5.2	Gravel Resheet Program 2023-2024.....	18
6	Information Reports.....	22
6.1	Works Update	22
6.2	Post Completion Project Control Group Meeting Minutes 12 October 2023 - Ashford Road Pavement Rehabilitation and Widening Project - Wandera South	31
6.3	Update - Draft Energy Policy Framework	34
6.4	Update on the Service Station, Rural Supplies and Specialised Retail Premises - 24-26 Glen Innes Road, Inverell	36
7	Governance Reports.....	39
7.1	Governance - Performance Reporting on Road Maintenance Council Contracts.....	39

9am – Maree McKenzie, Chief Executive Officer, Homes North Community Housing Co Ltd to address meeting.

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 8 November, 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, 8 NOVEMBER 2023 AT 8.50AM**

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

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

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

1 APOLOGIES

COMMITTEE RESOLUTION

Moved: Cr Di Baker

Seconded: Cr Paul Harmon

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

CARRIED

2 CONFIRMATION OF MINUTES

COMMITTEE RESOLUTION

Moved: Cr Di Baker

Seconded: Cr Wendy Wilks

That the Minutes of the Civil and Environmental Services Committee Meeting held on 11 October, 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

Cr Dight declared a non-pecuniary (in-significant) interest in Item #5.1 'Holdfast Crossing – Fish Passage Project Update'. The nature of the interest is that Cr Dight has a family connection to a land owner adjacent to Holdfast Crossing.

4 PUBLIC FORUM

5 DESTINATION REPORTS**5.1 HOLDFAST CROSSING - FISH PASSAGE PROJECT UPDATE S28.10.SR17****COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks

Seconded: Cr Di Baker

That the Committee recommend to Council that the amended proposal from the Department of Planning and Environment, Water Infrastructure NSW regarding the Reconnecting the Northern Basin: Fish Passage Project at Holdfast Crossing be approved.

CARRIED**6 INFORMATION REPORTS****6.1 PROTECTING LOCAL WATER UTILITIES FROM PRIVATISATION S14.18.6/16****COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks

Seconded: Cr Di Baker

That the information be noted.

CARRIED**6.2 PCG MEETING - INVERELL AQUATIC CENTRE REPLACEMENT S5.9.27****COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Wendy Wilks

That the information be noted.

CARRIED**6.3 S29.5.7 - TENDERS INVERELL SEWAGE TREATMENT PLANT (STP) AERATION SYSTEM UPGRADE S4.19.32****COMMITTEE RESOLUTION**

Moved: Cr Paul Harmon

Seconded: Cr Di Baker

That the information be noted.

CARRIED**6.4 WORKS UPDATE S28.21.1/16****COMMITTEE RESOLUTION**

Moved: Cr Wendy Wilks
Seconded: Cr Di Baker
That the information be noted.

CARRIED

**6.5 UPDATE ON THE INVERELL BUNNINGS DEVELOPMENT APPLICATION (DA-1/2023)
DA-1/2023**

COMMITTEE RESOLUTION

Moved: Cr Wendy Wilks
Seconded: Cr Di Baker
That the information be noted.

CARRIED

6.6 LOCAL GOVERNMENT NSW EPLANNING SURVEY FINDINGS S18.6.60

COMMITTEE RESOLUTION

Moved: Cr Wendy Wilks
Seconded: Cr Di Baker
That the information be noted.

CARRIED

**6.7 OPERATING WITH COMPLIANCE AT DELUNGRA SEWAGE TREATMENT PLANT
S29.12.3**

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon
Seconded: Cr Wendy Wilks
That the information be noted.

CARRIED

**6.8 UPDATE - DELUNGRA AND TINGHA PRECINCT INSPECTIONS AND COMMUNITY
FORUMS S2.17.7**

COMMITTEE RESOLUTION

Moved: Cr Paul Harmon
Seconded: Cr Wendy Wilks
That the information be noted.

CARRIED

The Meeting closed at 9.26am.

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

4 PUBLIC FORUM

5 DESTINATION REPORTS

5.1 REGIONAL EMERGENCY ROAD REPAIR FUND - FUNDING ALLOCATION STRATEGY

File Number: S15.8.140 / 24/3668

Author: Justin Pay, Acting Director Civil Engineering

SUMMARY:

The NSW State Government has created the Regional Emergency Road Repair Fund - Funding Allocation Strategy (RERRF) to support regional Councils to continue vital repair and maintenance work needed following the devastating effects of severe weather and natural disasters. The Committee is requested to recommend to Council to adopt a strategy to allocate these funds.

RECOMMENDATION:

That the Committee recommends to Council that:

- The information be received and noted; and*
- The proposed funding allocation model be endorsed for the Regional Emergency Road Repair Fund.*

Heavy Patching	25%
Maintenance Grading	20%
Gravel Patching	15%
Drainage Maintenance	15%
Crack Sealing/Bitumen Patching	15%
Unallocated	5%
Shoulder Maintenance	5%

COMMENTARY:

In the 2023 NSW Budget the State Government allocated \$390M to the new Regional Emergency Road Repair Fund (RERRF). This is in addition to the \$280M funding allocated in early 2023 under the Regional and Local Roads Repair Program (RLRRP). The funding will be made available for priority maintenance works and immediate repair of potholes on Local and Regional Roads managed by Council.

In October 2023, Council considered a report regarding the newly created Regional Emergency Road Repair Fund (RERRF). At the time, limited details were available and Council resolved RES-2023/162:

- The information be received and noted;*
- \$544,993 be allocated to the MR73 Bundarra Road Pavement Rehabilitation Racecourse project from Regional Emergency Road Repair Fund - Funding Allocation Strategy (RERRF) to replace the now unavailable REPAIR funding allocation; and*
- A further report be presented to Council to allocate the remaining Regional Emergency Road Repair Fund - Funding Allocation Strategy (RERRF) funding once the funding deeds are completed.*

A copy of the report is presented in **Attachment 1** for the information of the Committee members.

With the combination of the RERRF and RLRRP the total quantum of funding to Council for this program is \$10,128,892. This total includes funding already allocated and spent by Council of \$4,614,724, leaving the remainder of RERRF funds to be allocated of \$5,514,168.

RERRF funding can be spent on sealed and unsealed Regional and Local roads controlled by Council. Works that are eligible to be completed under the RERRF include:

- Corrective maintenance, such as:
 - Patching
 - Heavy Patching
 - Smoothing or reshaping (unsealed roads)
 - Drainage and Culverts
 - Bridge maintenance
- Renewal/Rehabilitation works, such as:
 - Applying a partial asphalt overlay on top of the deteriorated road surface
 - Improving existing pavement with addition of new material
 - Removal of the old pavement and replacement with the new pavement
 - Resealing/resurfacing
 - Gravel resheeting
- Upgrade Works, such as:
 - Sealing shoulders
 - Widening shoulder/carriageway

Works that are ineligible to be completed under the RERRF include:

- Culvert and Drainage replacements
- Carriageway duplication
- Drainage system upgrades
- Sealing gravel roads
- Building kerb and gutter, and footpaths

Works funded under the RERRF are to be completed and open to traffic by 31 October 2027.

As a result of the government's funding allocation to the RERRF, it has been advised that the REPAIR Program will be temporarily paused commencing 2023-24 until 2026-27 and no new REPAIR projects will be approved at this time. The REPAIR Program is a funding program under which the State Government assists Councils in the management of their Regional Road infrastructure. The objective of the REPAIR Program is to provide additional assistance to Councils to undertake larger works of rehabilitation and development on Regional Roads to minimise the long-term maintenance costs of these roads. This is considered an important objective and it is recommended that Council provide sufficient allocation within the RERRF to complete works that would have been carried out under the REPAIR program. This pause in REPAIR Program will reduce Council's available annual funding for Regional Road repair works by \$544,993 per annum.

REPAIR allocation 2024/25 - \$544,993

REPAIR allocation 2025/26 - \$544,993

REPAIR allocation 2026/27 - \$544,993

Total - \$1,634,979

Council has already allocated \$544,993 from the RERRF to complete the 2023/2024 REPAIR program project. It is recommended that a further \$1,634,979 from the RERRF be allocated to rehabilitation on Regional Roads that would have previously been funded by REPAIR program.

If this approach is taken the balance of unallocated RERRF funds is \$3,879,189. In order to allocate the funds to the areas of highest priority, Council's Engineering staff reviewed data in the asset management system, including a review of data in the customer request system. Further meetings were held between Engineering, Assets and Operational staff to determine a funding model that would achieve the highest benefit to the community and that could be physically delivered by the deadline.

In order to meet the grant funding deadline, whilst completing other priority works in Council's program, composite works crews will complete the below works funded by the RERRF, comprising both Council staff and contractors. It will be critical to engage contractors to ensure that all works are completed efficiently, effectively and in accordance with various grant funding deed deadline requirements. The below funding strategy has been developed with contractor availability in mind.

It is proposed to allocate the remaining \$3,879,189 RERRF funding on the following basis:

Heavy Patching	25%
Maintenance Grading	20%
Gravel Patching	15%
Drainage Maintenance	15%
Crack Sealing/Bitumen Patching	15%
Unallocated	5%
Shoulder Maintenance	5%

This model is consistent with the funding allocation Council previously adopted for the Fixing Local Roads Pothole Repair funding, with the addition of a 5% unallocated portion. These unallocated funds will give Council some flexibility to address unforeseen maintenance issues as they arise over the funding period.

RISK ASSESSMENT:

NIL

POLICY IMPLICATIONS:

NIL

CHIEF FINANCIAL OFFICERS COMMENT:

Council has received all allocated funding under this program being \$10,128,892. Residual unspent funds have been invested to maximise returns to Council.

Should Council approve the above recommendation the required budget adjustments will be included in the March 2024 Quarterly Budget Review.

LEGAL IMPLICATIONS:

NIL

ATTACHMENTS:

1. **October 2023 Report - Regional Emergency Road Repair Fund (RERRF).** [↓](#)

5 DESTINATION REPORTS**5.1 REGIONAL EMERGENCY ROAD REPAIR FUND****File Number:** S15.8.140 / 23/32974**Author:** Justin Pay, Manager Civil Engineering**SUMMARY:**

The NSW State Government has created the Regional Emergency Road Repair Fund (RERRF) to support regional councils to continue vital repair and maintenance work needed following the devastating effects of severe weather and natural disasters.

RECOMMENDATION:

That the Committee recommend to Council that:

- 1. The information be received and noted;*
- 2. \$544,993 be allocated to the MR73 Bundarra Road Pavement Rehabilitation Racecourse project from Regional Emergency Road Repair Fund (RERRF) to replace the now unavailable REPAIR funding allocation; and*
- 3. A further report be presented to Council to allocate the remaining Regional Emergency Road Repair Fund (RERRF) funding once the funding deeds are completed.*

COMMENTARY:

In the 2023 NSW Budget the State Government allocated \$390M to the new Regional Emergency Road Repair Fund (RERRF). This is in addition to the \$280M funding allocated in early 2023 under the Regional and Local Roads Repair Program (RLRRP). The funding will be made available for priority maintenance works and immediate repair of potholes on Local and Regional Roads managed by councils.

Information sessions were held via virtual meetings during the week ending 29 September 2023, the following details were presented to add context to the information provided online at <https://www.transport.nsw.gov.au/operations/roads-and-waterways/business-and-industry/partners-and-suppliers/local-government-21>.

The attached Frequently Asked Questions sheet for the Regional Emergency Road Repair Fund (RERRF) is also provided in Attachment 1 for the information of the Committee.

It is intended by the State Government to combine the RERRF and the RLRRP, and administer them under one (1) amended funding deed. This deed is intended to be forwarded to councils for completion in the months of October and November. The method to determine the funding envelope provided to each council for the RERRF is consistent with the RLRRP and is based on kilometres of road network (including sealed and unsealed) managed in their Local Government Area (\$/km). The funding is determined by considering:

- The total number of kilometres of Local roads in each council area
- The total number of kilometres of Regional roads in each council area
- Funding availability

Payments for RERRF will be made 100% upfront, once the funding deed is completed by both parties with Council's total funding allocation under the RERRF being \$5,911,811.

The completion timeframe for repair work to be delivered and reporting finalised for the RERRF is 31 October 2027.

Civil and Environmental Services Committee Meeting Agenda

11 October 2023

Delivery timeframes for RLRRP funded works have also been extended from February 2024 to 31 October 2027. Council has already allocated and completed a majority of works under the RLRRP. At the completion of the bitumen reseal program in December 2024, Council's allocation under the RLRRP will be fully expended.

During the information sessions it was advised that the REPAIR Program will be temporarily paused commencing 2023-24 until 2026-27 and no new REPAIR projects will be approved at this time. This pause in REPAIR Program will reduce Council's available annual funding for Regional Road repair works by \$544,993 per annum. Council has already allocated the 2023-24 REPAIR Program allocation to the MR73 Bundarra Road Pavement Rehabilitation Racecourse project, which is currently under construction. Due to the pause in funding, this project will need to be funded from a different source. While the exact RERRF program guidelines are not currently available, it was explained at the information sessions that works eligible for REPAIR program funding will be eligible for RERRF funding. As such it is recommended that \$544,993 be allocated to the MR73 Bundarra Road Pavement Rehabilitation Racecourse project from RERRF to replace the now unavailable REPAIR funding allocation. If this approach is not taken the scope of the project will need to be reduced or delayed as there are no other funding sources available in Council's budget in the 2023-24 financial year.

To clarify, the net impact on Council's annual budget from the addition of RERRF and pause of REPAIR Funding is:

- An additional \$5,911,811 RERRF funding over 4 year period; and
- A reduction of \$2,179,972 REPAIR funding over 4 year period.

This equates to net outcome of \$3,731,839 in additional funding over 4 year period (an additional \$932,959 per annum over 4 year period).

Once Council receives the amended funding deed for the RERRF and the program guidelines are fully understood, a further report will be presented to Council outlining the recommended funding allocation strategy for the remaining RERRF funding.

RISK ASSESSMENT:

NIL

POLICY IMPLICATIONS:

NIL

CHIEF FINANCIAL OFFICERS COMMENT:

Given the temporary pause of the REPAIR program funding, it is recommended that the first \$544,993 from the new Regional Emergency Road Repair Fund be allocated to the MR73 Bundarra Road Pavement Rehabilitation Racecourse project. This allocation will ensure the entire project can be completed.

While it is disappointing that the long standing REPAIR Program has been temporarily suspended, it is worth noting that grant funding over the next four years from this program would be approximately \$2,179,972 (based on current funding) while the new RERRF program will provide funding of \$5,911,811, an additional \$3,731,839 over four years.

LEGAL IMPLICATIONS:

NIL

ATTACHMENTS:

1. **Regional Emergency Road Repair Fund - Frequently Asked Questions - September 2023** [🔗](#)

Regional Emergency Road Repair Fund

transport.nsw.gov.au

Frequently Asked Questions

September 2023

Why is the Fund being implemented?

Ongoing severe weather and flooding across NSW in 2022 has devastated regional communities and caused significant damage to Regional and Local road networks. Some parts of the 185,000-kilometre NSW road network have not fully recovered and regional councils require support to address the additional maintenance and repair works needed after these severe weather events.

The Regional Emergency Road Repair Fund (RERRF) supports councils across regional NSW to fix damaged roads, providing an additional \$390 million to regional councils to start vital repair and maintenance work. This builds on the \$280 million allocated to regional NSW councils through the [Regional and Local Roads Repair Program \(RLRRP\)](#).

Together these initiatives are providing \$670 million in much needed funding to support regional areas of NSW to recover from natural disasters and maintain an efficient, safe and reliable road network.

The funding will be made available for priority maintenance works and immediate repair of potholes on Local and Regional Roads managed by councils.

Which councils are eligible to receive funding?

The RERRF is available to 95 regional Local Government Bodies, including the Unincorporated Far West and Lord Howe Island Board.

A full list of eligible Local Government Bodies is available on the RERRF webpage.

How much funding will be allocated to regional councils?

The RERRF provides an additional \$390 million for regional councils on top of the already allocated \$280 million for regional councils under RLRRP. This funding boost will help regional Local Government Areas (LGAs) continue to repair damaged roads across the state.

Eligible Local Government Bodies will receive a funding deed variation to top up their funding allocation provided through RLRRP based on kilometres of road network (including sealed and unsealed) managed in their LGA. Transport for NSW will publish funding allocation details via the RERRF webpage.

Why aren't Blue Mountains, Wollongong and Newcastle LGAs and metropolitan councils in Greater Sydney eligible for the RERRF funding?

The RERRF builds on the \$280 million allocated to regional LGAs through the RLRRP in January 2023.

The RLRRP was available for all councils in NSW, including LGAs in regional, metropolitan and Greater Sydney areas. Under RLRRP, metropolitan councils in Greater Sydney, and including Blue Mountains, Wollongong and Newcastle LGAs, received significantly higher allocations per kilometre compared to regional LGAs. This was due to the calculation applied for metropolitan and Greater Sydney LGAs being adjusted to account for the larger population, traffic and expected wear and tear on the Local and Regional road network for these metropolitan and Greater Sydney LGAs.

Considering the higher allocation received by Greater Sydney and Metropolitan LGAs under the RLRRP, the NSW Government developed the RERRF as a dedicated fund specific to regional LGAs to address the ongoing need in regional NSW for urgent road repairs following significant periods of severe weather and flooding experienced in 2022.

How is funding determined?

Funding allocations for the RERRF will not require an application and are determined based on the existing applications received under the RLRRP, total Local and Regional Road network within each Local Government Area (LGA) and the funding availability.

The method to determine the funding envelope provided to each council for the RERRF is consistent with the RLRRP and is based on kilometres of road network (including sealed and unsealed) managed in their Local Government Area (\$/km). The funding is determined by considering:

- The total number of kilometres of Local roads in each council area
- The total number of kilometres of Regional roads in each council area
- Funding availability

What are the delivery timeframes under the RERRF?

Eligible Local Government Bodies will have until 31 October 2027 for repair work to be delivered and reporting finalised.

Will the RERRF extend the delivery timeframes for work funded through the RLRRP?

Yes, for regional Local Government Bodies who are eligible to receive funding under the RERRF, the delivery timeframes for RLRRP funded works have also been extended to 31 October 2027.

When will councils receive funding deeds?

Transport for NSW will execute funding deed variations throughout October 2023.

When will councils receive payment?

Councils will receive a 100% upfront payment of the calculated grant funding when the funding deed variation is signed and returned by council, and fully executed by Transport for NSW.

What are the reporting requirements?

Reporting for the RERRF will be aligned with the similar processes already in place for the RLRRP.

From time-to-time we may request specific or detailed information on a project or need to be notified when works are completed and open to traffic. It is a requirement for councils to provide this in a timely and efficient manner when requested to do so.

To reduce the administrative burden on councils, reporting will be aligned with existing programs, noting most councils provide monthly reports.

Can allocated funds be used for administrative or labour costs associated with the delivery of planned works?

Yes, a reasonable proportion (under 2%) of the allocated funds may be used for associated administration and/or management costs of delivering works under the RERRF.

What will be required for completed works documentation required as part of reporting?

Reporting for the RERRF will be aligned with the similar processes already in place for RLRRP.

From time-to-time we may request specific or detailed information on a project, it is a requirement council provide this in a timely and efficient manner when requested to do so.

What will the external audit process involve?

Transport for NSW will advise councils of audit requirements as part of the funding deed.

More questions?

Questions about the RERRF, including eligibility and the application process, can be emailed to rerrf@transport.nsw.gov.au

5.2 GRAVEL RESHEET PROGRAM 2023-2024**File Number:** S28.21.1/17 / 24/3226**Author:** Jackson Blake, Works Engineer**SUMMARY:**

Funding allocations have been determined for the 2023-2024 Gravel Resheeting Program. This report details the breakdown of this funding and identifies which roads gravel resheeting is proposed. The Committee is being asked to recommend adoption of the Gravel Resheeting Program to Council.

RECOMMENDATION:

That the Committee recommend to Council that:

- i. the 2023-2024 Gravel Resheeting Program as presented be adopted; and*
- ii. the adopted program be placed on Council's website for the information of the community.*

COMMENTARY:

Each year Council undertakes a Gravel Resheeting Program on Council's unsealed road network.

Council controls and maintains 1329km of unsealed roads. These roads are maintained in accordance with their classification under Council's Road Hierarchy and Asset Management System. Gravel resheeting is the process of re-applying a layer of gravel to the road, this layer acts as the road base and wearing course. The service standard requires the provision of a 100mm thick layer of gravel during resheeting.

Council sources this gravel from natural ridge gravel borrow pits and the material needs to meet certain engineering standards in order to provide adequate safety, trafficability and longevity. The cost of hauling gravel over long distances is significant and as such Council endeavours to source gravel as close to the resheeting works as possible.

The 2023-2024 Gravel Resheeting Program is scheduled to commence in February 2024. Gravel winning for the program will be undertaken so that the program can commence as soon as plant resources are available.

The budget allocation for the 2023-2024 program is \$1,523,525.

The funding source for the program is as follows:

i)	Financial Assistance Grant (ACRD)	\$1,278,043
ii)	Revenue	\$ 216,100
iii)	Regional Emergency Repair Fund	\$ 29,382
	Total	\$1,523,525

The \$1,523,525 budget allocation for the 2023-2024 program is consistent with Council's recurrent funding levels in previous years budgets.

The funding has been allocated on a priority basis, as determined by Council's Asset Management System. A detailed investigation into unsealed road gravel depths has been undertaken with 20 percent of unsealed road assets completed each year for the past five (5) years, totalling 100 percent of Council's unsealed road network. Council's asset management staff continue scheduled unsealed road inspections to ensure the asset register has up to date condition data. Along with this information, other factors also considered when developing the program include customer requests and areas known to be prone to issues during inclement weather. Proposed segments were then inspected to verify their current condition and priority and adjustments to the program were made where required.

There is potential for sections of the unsealed road network to experience increased deformation due to extreme weather events or changes in usage patterns throughout the year. As such it is proposed that any reactionary resheeting works will be funded by the Regional Emergency Repair Fund (RERRF). In the 2023 NSW Budget the State Government allocated \$390M to the new RERRF, this is in addition to the \$280M funding allocated in early 2023 under the Regional and Local Roads Repair Program (RLRRP). Council's current allocation for the RERRF is in excess of \$10M. The funding will be made available for priority maintenance works and immediate repair of potholes on Local and Regional Roads managed by Councils. A report will be presented in the February Civil and Environmental Services Committee business paper to recommend the allocation of these funds.

Due to the increase in plant hire rates and wages over the past 12 months, as well as longer than average haulage lengths, a rate of \$25,000 per kilometre has been estimated for the 2023-2024 program.

Upward of 45,000 cubic metres of gravel will be utilised during the completion of the program. This gravel will be sourced from Council's various gravel pits. The winning and stockpiling of the gravel by bulldozer will be undertaken predominately by contractors. A request for quotation process will be undertaken and contracts awarded for winning and stockpiling of material. All contractors that have the appropriate machinery listed with Council will be given the opportunity to provide a quotation to undertake the works. The contracts will be awarded based on the quantities required to complete the program as listed in the table below.

Composite works crews will complete the resheeting program, comprising both Council staff and contractors. The program will be scheduled around other priority programs such as the Jones Road Upgrade Project and the Chester Street Rehabilitation Project. Every effort will be made to complete the program by June 2024, however this will be dependent on climatic conditions over the period.

The table shown below lists the Shire Roads proposed for resheeting prior to 30 June, 2024.

2023-2024 Gravel Resheeting Program				
Road No.	Road Name	L (m)	Area (m2)	Estimated Resheet Cost
SR12	BLUE KNOBBY ROAD	2,366	14,196	\$59,150
SR17	HOLDFAST ROAD	6,495	38,970	\$162,375
SR23	BEDWELL DOWNS ROAD	4,114	24,684	\$102,850
SR54	EMMAVILLE ROAD	7,719	46,314	\$192,975
SR214	OLD BUNDARRA ROAD	2,898	17,388	\$72,450
SR286	MONTEREY LANE	849	4,670	\$21,225
SR173	DELUNGRA BYPASS	3,669	27,518	\$91,725
SR236	LONG PLAIN LANE	4,876	24,380	\$121,900
SR254	STANIFER ROAD	8,620	51,720	\$215,500
SR184	THOMAS LANE	1,223	5,552	\$30,575
SR183	TRAFALGAR LANE	2,412	12,060	\$60,300
SR426	DRY CREEK ROAD	4,836	21,762	\$120,900
SR419	BASSENDEAN ROAD	7,498	33,741	\$187,450
SR427	CRACKNELLS ROAD	679	2,173	\$16,975
SR263	RIFLE RANGE ROAD	2,687	16,122	\$67,175
	Totals	60,941	341,249	\$1,523,525

A map showing the locations of the roads being resheeted is included in **Attachment 1**.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

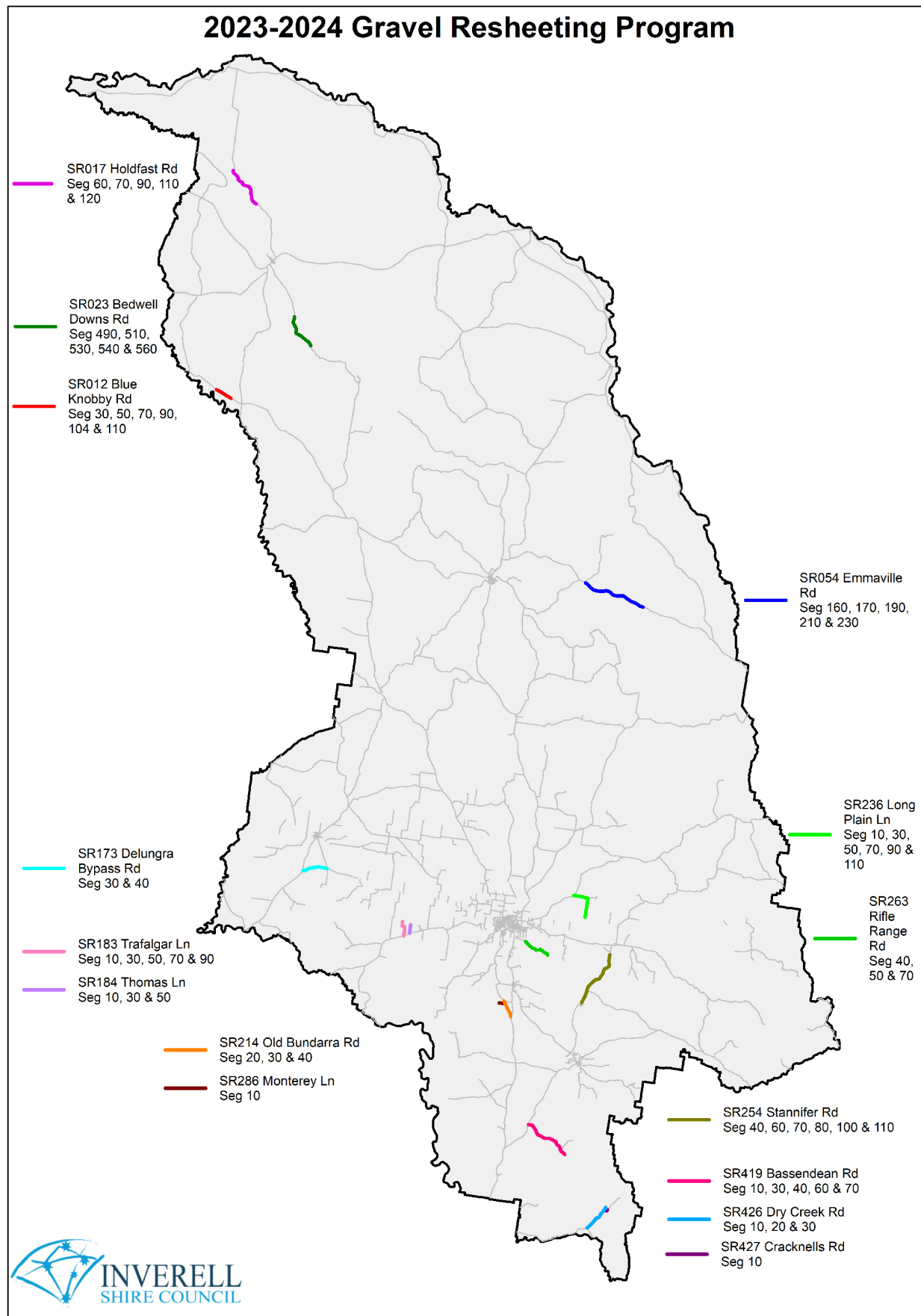
Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. 2023-2024 Gravel Resheet Program - Segments Map [↓](#)



6 INFORMATION REPORTS

6.1 WORKS UPDATE

File Number: S28.21.1/17 / 24/3048

Author: Justin Pay, Acting Director Civil Engineering

SUMMARY:

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

COMMENTARY:

Fixing Country Bridges Funding Grant

Council has been successful in obtaining \$4.109M from the Fixing Country Bridges Funding Grant to replace Mathers Bridge on Nullamanna Road. 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 contract for the bridge replacement project has recently been awarded to DavBridge Constructions.

Works that have been completed to date include:

- Bridge Options Report
- Bridge Design Plans
- Geotechnical Investigation
- Environmental Report
- Aboriginal Heritage Report
- Construction of the side track including the installation of a temporary bridge
- Demolition of the existing timber bridge
- Environmental protection works
- Piling works
- Bridge Abutment
- Deck Installation

The geology at the location of the piles was different than what was indicated on the pre-construction geotechnical investigation. This has meant the piles are deeper than previously anticipated. The budget impact due to the additional pile depth is \$505,408. This is a significant contract variation and as such extensive investigation was undertaken by Council staff to determine why the actual conditions at the piling sites varied so greatly from the geotechnical report. The investigation yielded that the geotechnical report and piling construction process were undertaken in accordance with relevant Australian Standards and Bridge Construction best practice. All reasonable efforts were made to ensure the geotechnical investigation was completed as close to the actual pile locations as possible. While the degree of additional pile depth is extreme in this case, variance in pile depth is a standard risk during bridge construction with this foundation type. The additional funding will be sourced in part from the project contingency, cost

savings on other aspects of the project and there is sufficient funding allocated in the Financial Assistance Grants Culverts, Causeways and Bridges vote to account for any remaining over expenditure.

The schedule for the project has not been impacted and the anticipated completion remains prior to April 2024.



Mathers Bridge Deck Construction underway

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.

Stage 2 roadworks commenced early August 2023 with a 620 metre section being completed in September 2023. The project was then postponed in order to undertake the Bundarra Road Racecourse Project from September to December 2023. Works have now recommenced on the final 1140 metre section of Bundarra Road south of Gilgai to Bonvale Lane.

Project duration is estimated at eight (8) weeks. Crews recommenced on 15 January 2024 with earthworks now complete and subbase works currently underway. Project completion is expected at the end of February 2024.



Subbase mixing, an emulsion seal was placed for Australia Day Long Weekend in preparation for a significant rainfall event that was forecasted.

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 \$1.349M 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.

Manual traffic control is being used at the entrance of the Hospital while the construction crew is on the road. Emergency vehicles continue to have complete access to the Hospital at all times. Each afternoon the road is made safe and opened to both lanes of traffic.

The construction crew have completed works on the Swanbrook Road as well as the northern side of the Hospital Entrance. Following the Christmas break, contractors completed works raising the powerlines at the entrance of the Hospital, this has allowed the construction crew to recommence works in constructing a new access for the Hospital. Footpath works have also begun with a new sandstone block retaining wall being installed. The project is on schedule to be finalised the week ending 23 February 2024.

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



Moore St – Hospital Hill Upgrade – Pavement works recommencing at the Hospital Entrance



Moore St – Hospital Hill Upgrade – Pavement works recommencing at the Hospital Entrance



Moore St – Hospital Hill Upgrade – New sandstone block retaining wall on the northern side of the Hospital

Remote Roads Pilot Program – Jones Road Upgrade

Council has been successful in securing funding for upgrade works on the Jones Road to the entrance of Green Valley Farm. The project cost is \$1.903M funded by the Federal Government's Remote Roads Pilot Program (\$1,249,600), a contribution by Council (\$312,400) and an allocation from Council's Special Project Fund (\$341,055).

Green Valley Farm is a major tourist attraction for the Inverell Shire. The upgrade works associated with this project will improve the safety of the road as well as improve trafficability for tourists.

The project includes works along a 1.2 kilometre section of Jones Road and includes a pavement overlay, widening, replacement of drainage structures, bitumen sealing in addition to heavy patching of the New Valley Road between Jones Road and Tingha. The key aim of the project is to improve safety and trafficability on the route to Green Valley Farm.

Following the Christmas break, the construction crew began works on constructing a side track for the new proposed concrete causeways. With school holidays concluding, works will begin replacing the drainage structures along Jones Road.

Regular communication is being maintained with Green Valley Farm throughout each stage of the project.



Jones Road Upgrade Project – Side track installed for the replacement of two (2) causeways

Road Maintenance**Maintenance Grading**

The following maintenance grading works were undertaken during December 2023 and January 2024.

Road Number	Road Name	Length Graded (km)
SR 24	Mount Hallam Road	24.05km
SR 25	Baltimore Loop Road	23.89km
SR 38	Craddock Road	2.82km
SR 39	Girraween Road	5.42km
SR 43	Puckawidgi Road	13.28km
SR 59	Graman Road	22.80km
SR 103	Gragin Boundary Road	1.78km
SR 104	Lecoin Road	10.27km
SR 173	Delungra Bypass Road	8.29km
SR215	Schwenkes Lane	1.87 km
SR214	Old Bundarra Road	2.90 km
SR230	Rickeys Lane	9.02 km
SR 238	Woodstock Road	14.71km
SR286	Monterey Lane	0.87 km
SR424	Tienga Road	0.62 km
SR426	Dry Creek Road	4.16 km
SR427	Cracknells Road	0.68 km
	TOTAL	147.43km

Reactive Spot Grading

The following reactive spot grading works were undertaken during December 2023 and January 2024.

Road Number	Road Name	Length Graded (km)
SR 41	Karoola Road	3.0km
	TOTAL	3.0km

Gravel Patching

The following reactive gravel patching works were undertaken during December 2023 and January 2024.

Road Number	Road Name	Area Patched (m2)
SR 104	Lecoin Road	1,500m2
SR 106	Gunnee Road	400m2
SR 119	Burts Lane	300m2
SR 380	Lorikeet Lane	400m2
SR420	Weidermans Road	500m2
SR425	Georges Creek Road	800m2
	TOTAL	3,900m2

Gravel Re-sheeting

The following gravel re-sheeting works were completed in December 2023 and January 2024.

Road Number	Road Name	Area Resheeted (m2)
SR 54	Emmaville Rd	41,052m2
SR 58	Rocky Creek Road	31,968m2
	TOTAL	73,020m2

Heavy Patching

No heavy patching works undertaken during December 2023 and January 2024.

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 POST COMPLETION PROJECT CONTROL GROUP MEETING MINUTES 12 OCTOBER 2023 - ASHFORD ROAD PAVEMENT REHABILITATION AND WIDENING PROJECT - WANDERA SOUTH

File Number: S28.7.18/94 / 24/3289

Author: Scott Hamilton, Project Engineer

SUMMARY:

A Project Post Construction meeting was held on Thursday, 12 October 2023 for the Ashford Road pavement rehabilitation and widening Project – Wandera South.

For the information of the Committee members.

COMMENTARY:

MINUTES OF THE ASHFORD ROAD PAVEMENT REHABILITATION AND WIDENING PROJECT – WANDERA SOUTH

POST CONSTRUCTION MEETING HELD ON THURSDAY, 12 OCTOBER 2023 COMMENCING AT 10:30AM

PRESENT: Justin Pay (Manager Civil Engineering), Scott Hamilton (Project Engineer), Jay Halloran (Operations Supervisor), Jackson Blake (Trainee Engineer) and Helen O'Brien (Senior Designer).

APOLOGIES: Robert Kimmince (Manager Finance)

1. Name of Project

MR 137 Ashford Road - Pavement Rehabilitation and Widening – Wandera South - Chainage 11.47km to 13.90km north of Inverell.

2. Description of Project

Pavement Rehabilitation and Widening Project from the property 'Roblea' to Wandera Bridge, a distance of 2.43km.

The project was completed in two (2) stages, Roblea to Wandera Hill and Wandera Hill to Wandera Bridge.

3. Works Completed

Drainage

Clearing and Grubbing

Earthworks up to 1.2 metres on outside of horizontal curve on Wandera Hill

200mm Select Layer where required on pavement widening

200mm stabilised sub-base layer with Triblend 352 @ 3.6kg/m²

200mm stabilised base layer with Triblend 352 @ 4.5kg/m² – Roblea to Wandera Hill

200mm stabilised base layer with Triblend 352 @ 9.0kg/m² – Wandera Hill to bridge

9.0 metre formation width

9.0 metre seal width
14mm primer seal C170 binder

4. Work as Executed (WAE) Plans

The Operations Supervisor has completed WAE plans and provided details to the Senior Designer.

5. Estimate Cost vs Actual Cost

	Estimate Cost	Actuals Cost
Site Establishment	\$22,675	\$17,925.52
Traffic Control	\$146,094	Part of Select, Subbase & Base figure
Erosion & Sed	\$54,377	Included elsewhere
Clearing & Grubbing	\$147,691	\$180,794.68
Drainage	\$144,819	\$138,879.67
Earthworks	\$630,381	\$449,342.89
Select		\$289,515.31
Subbase	\$401,305	\$293,452.64
Base	\$371,214	\$414,019.77
Primer Seal	\$127,732	\$197,256.06 (inc aggregate for FS)
Signs & Line Mark	\$24,908	Included in misc. figure
Guardrail	\$30,400	Included in misc. figure
Final Seal	\$140,000	\$108,071.92
Wet Weather		\$17,387.25
Misc.		\$81,288.46 (inc signs guardrail & linemarking)
Totals	\$2,241,596	\$2,187,934.17

The project was funded from the Repair Program over two (2) financial years. The under expenditure on this project has been utilised for other projects within the Repair Program.

6. Project Quality

Material Quality:

Pavement material was sourced from Turner's gravel pit. The pavement layers were stabilised with Tri-blend 532 at a rate of 3.6kg/m² for subbase and up to 9.0kg/m² for base.

Density Results:

Density results averaged 105.0% for the Select layer, 104.3% for the stabilised sub-base layer and 105.1% for the stabilised base layer.

(The benchmark for density conformance is 100.0%)

CBR Results:

No CBR tests were carried out.

Benkelman Beam Results:

No Benkelman beam tests were carried out.

Roughness Results:

No roughness tests were carried out.

7. Project Audit

No project audits were undertaken.

8. Other Issues

A discussion on the availability of naturally occurring ridge gravels for pavement construction ensued with a view to investigating and utilising modified or manufactured pavement materials for future rehabilitation projects.

9. Wet Weather

Some wet weather was experienced but did not adversely impact the project.

10. Construction Times

Estimated Project Duration: 149 working days

Actual Project Duration: 117 working days

11. Project Outcomes

Future construction works to include more targeted drainage maintenance works such as widening, improving, clearing or cleaning of table drains to improve site drainage and reduce future maintenance costs.

There being no further business, the meeting closed at 11:00 am

ATTACHMENTS:

Nil

6.3 UPDATE - DRAFT ENERGY POLICY FRAMEWORK**File Number:** S18.6.52/10 / 24/3311**Author:** Anthony Alliston, Acting Director Environmental Services**SUMMARY:**

The NSW Department of Planning and Environment are proposing to implement an Energy Policy Framework to “*help achieve the transition to renewable energy, reduce emissions and secure an affordable supply of electricity for the people of NSW*”. The Draft Energy Policy Framework was on public exhibition until 29 January, 2024.

The purpose of this report is to provide the Committee with a brief update in regard to Council’s submission to the Energy Policy Framework.

COMMENTARY:Background

In December 2023 a report was presented to Council in regard to the Draft Energy Policy Framework. The report provided Councillors with an overview of the Draft Energy Policy Framework including a summary of the key components and specific “guidelines” and “calculators” which formed part of the exhibition material.

The report also provided discussion in regard to the exhibition material and is summarised as follows:

- ***“Draft Wind Energy Guideline*** – *The intention to provide clear and, where necessary, definitive guidance in regard to the development of wind energy developments. This includes the development of technical guidance regarding landscape and visual impacts as well as noise impacts. The guideline and technical supplements should assist in providing clarity for developers, landowners, the community and consent authorities. In particular clarification around aviation safety and lighting is positive.*
- ***Transmission Guidelines*** – *At this point in time it is understood that there are no proposed transmission projects within the Inverell Shire. Notwithstanding this, the development of clear guidelines and a technical supplement for landscape and visual assessment is supported.*
- ***Solar Energy Guideline*** – *In 2022 the NSW Department of Planning and Environment released the revised “Large-scale Solar Energy Guideline (Solar Energy Guideline). As part of this exhibition package a new “Solar Energy Decommissioning Calculator” has been developed. This will assist landowners and applicants in estimating the likely costs of decommissioning. Considering decommissioning impacts of large-scale solar developments is currently a topic of significant interest for many regional Councils. Developing a clear and transparent methodology for decommissioning of solar projects is supported.*
- ***Benefit Sharing Guideline*** – *Benefit sharing is currently a matter of significant interest for all Councils who are impacted by large scale renewable projects. The guideline acknowledges that while communities can benefit from employment and investment, they can also experience negative impacts and changes from the renewable energy transition. In time it is envisaged that Inverell Shire Council will develop a specific policy (based on the guideline) which will outline the mechanisms to establish “community benefit funds” via Voluntary Planning Agreements (VPAs) in addition to “community enhancement funds”. Section 4 of the guideline provides standard “benefit sharing rates”. Before determining a position on the standard rates, it is considered that further investigation and collaboration with other Councils in the region is required. It is understood, however, that the standard*

“benefit sharing rates” are generally consistent with Coalition for Regional Energy Mayors expectations.

- **Private Agreement Guideline** – *it is understood that this guideline is targeted at private landowners either hosting a project or entering into an impact agreement with a renewable energy developer.”*

Discussion

Subsequent to the December 2023 Council report and the resolution (RES: 2023/216) “*That Council endorse the intent of a submission to NSW Department of Planning and Environment as outlined in the report*”, Council’s Acting Director Environmental Services monitored the exhibition phase, including attendance at a number of on-line briefings.

There were briefings from both Local Government NSW and NSW Department of Planning and Environment (now NSW Department of Planning, Infrastructure and Housing). The briefings did not provide any further significant information or insights in regard to the Draft Energy Policy Framework, as exhibited.

Submission

On 17 January 2024, Council’s Acting Director Environmental Services made an on-line submission to the NSW Department of Planning, Infrastructure and Housing in regard to the Draft Energy Policy Framework. The on-line submission was consistent with the resolution of Council on the 13 December 2023 (RES: 2023/216) and replicated the specific commentary (as above) in relation to the exhibited guidelines. In addition, the entirety of the Council report was also included as part of the on-line submission.

At this stage, apart from a generic acknowledgement, Council has not received any feedback from NSW Department of Planning, Infrastructure and Housing. The Committee will be kept informed as the outcomes of the Draft Energy Policy Framework progress.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

Nil

6.4 UPDATE ON THE SERVICE STATION, RURAL SUPPLIES AND SPECIALISED RETAIL PREMISES - 24-26 GLEN INNES ROAD, INVERELL

File Number: DA-129/2022 / 24/3324

Author: Liam Spalding, Development Officer

SUMMARY:

This report has been prepared to update the Committee in regard to the status of the proposed Service Station development located at 24-26 Glen Innes Road, Inverell.

COMMENTARY:

BACKGROUND:

On 29 September 2021, Council received a Planning Proposal from Newton Denny Chapelle to amend the *Inverell Local Environmental Plan 2012* in relation to 24-26 Glen Innes Road, Inverell and 1-7 Chester Street, Inverell. The proposal sought to rezone parts of the subject site from R1 General Residential to E1 Local Centre (Previously B1 Neighbourhood Centre) to facilitate the redevelopment of the existing service station site at 24-26 Glen Innes Road. The rezoning was finalised on 24 May 2022.

At the conclusion of the rezoning of the site, a Development Application for the construction and operation of a Service Station, Rural Supplies and Specialised Retail Premises at 24-26 Glen Innes Road was lodged on 9 September 2022 under DA-129/2022.

The proposed development includes the following components:

- **Buildings** comprising of a:
 - Convenience shop of 282m²;
 - Display of 94m²;
 - Shed of 432m²; and
 - Canopy 372m².
- **Carparking** – There are nine (9) on site car parking spaces including one (1) accessible parking space.
- **Outdoor seating** – Provides seating for customers with screening from Glen Innes Road.
- **Underground fuel tanks** – There are 2 underground fuel tanks each with the capacity of 110kL.
- **Access off Chester Street** – There are 2 accesses off Chester Street one being entry only and the other exit only.
- **Pylon Sign** – A 7.2m high illuminated pylon sign with business identification and fuel pricing.
- **Landscaping** – Throughout the open areas of the site and along boundaries.

Attachment 1 includes the proposed site layout of the development.

Council staff undertook the comprehensive development assessment of the proposal including liaising with Government Agencies. Development consent was issued on 24 May 2023.

CURRENT STATUS

On 22 December 2023, Council received an application for a Construction Certificate relating to the proposed service station at 24-26 Glen Innes Road, Inverell which is currently under assessment with Council's Building Certifier.

CONCLUSION

It is anticipated that works will commence in the near future once the Construction Certificate for the development has been issued. The Committee will be kept informed as this development progresses.

RISK ASSESSMENT:

Nil.

POLICY IMPLICATIONS:

Nil.

CHIEF FINANCIAL OFFICERS COMMENT:

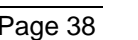
Nil.

LEGAL IMPLICATIONS:

Nil.

ATTACHMENTS:

1. Proposed Site Layout - 24-26 Glen Innes Road, Inverell [↓](#)



7 GOVERNANCE REPORTS**7.1 GOVERNANCE - PERFORMANCE REPORTING ON ROAD MAINTENANCE COUNCIL CONTRACTS****File Number:** S1.2.3/17 / 24/2739**Author:** Nicole Riley, Administration Coordinator**SUMMARY:**

Council is in receipt of an audit report from Transport for NSW (TfNSW), on Council's performance on road maintenance as a contractor.

RECOMMENDATION:

That the information be received and noted.

COMMENTARY:

TfNSW conducts regular Contract Performance Reporting on the Road and Maintenance Council Contracts. Reports are submitted to Council four (4) times a year with the most recent one being completed for quarter four (4), October 2023 – December 2023.

A copy of the report has been included in **Attachment 1**.

RISK ASSESSMENT:

Nil

POLICY IMPLICATIONS:

Nil

CHIEF FINANCIAL OFFICERS COMMENT:

Nil

LEGAL IMPLICATIONS:

Nil

ATTACHMENTS:

1. Quarter Four (4) 2023 Contractor Performance Report [↓](#)



Transport for NSW

Form No 517 (amended)
Catalogue No. 45062482
(October 2018)

Contractor Performance Report Single Invitation Maintenance Contract

General Information

Contractor's Name

Inverell Shire Council

Trading as**ABN** 72 695 204 530**Contract No.** 23.0000129125.0954**Equip Contract No.** CW2554819**Contract Description**

RMCC 2023 - INVERELL SHIRE COUNCIL

At Acceptance of Tender**Contract Period (weeks)** 156**Original Due date for****Completion****Date of Acceptance of Tender** 01/07/2023**Original Contract Sum** \$ 13,200,000.00**Reason for Report****Progress**

Quarter 1



Quarter 2



Quarter 3



Quarter 4

**Key Milestones**

Defect Correction Period

After construction
or call
backContinuing unsatisfactory
Performance

Termination of Contract

**Contract Sum as****Varied at Report Date** \$ 0.00

Contractor's Performance

	Unsatisfactory	Marginal	Acceptable	Good	Superior	Rating
Collaboration - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7
Councils RMCC Contract Manager and field staff actively engage with TfNSW staff to resolve network and design issues.						
Community and Stakeholder Engagement - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6
None undertaken during Quarter 4.						
Contract Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8
ISC contract manager has continued to deliver detailed documentation on time. All claim submissions are up to date.						
Environmental Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6
No environmental incidents.						
People Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8
All nominated key personnel have been present throughout Q4 with demonstrated knowledge of work to be carried out. Councils contract manager regularly and proactively updates TfNSW of potential staffing changes and training needs. Site rules and procedures are regularly in place for maintenance work carried out.						
Quality Management Systems - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6
ISC has produced good quality documentation within timeframes required. All documentation submitted for maintenance and minor works was submitted on time and/or amended immediately upon notification. Minor delays experienced in completing audit CARs.						
Standard of Work - RMCC - Maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8
ISC use a dedicated team delivering the routine maintenance on HW12 and this continues to be a very effective arrangement with strong stewardship of the network and excellent outcomes.						



Transport
for NSW

Standard of Work 2 - RMCC - Minor Works	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7
Spray sealing and heavy patching works completed during Q4 were of a high quality with documentation submitted on time and/or amended immediately upon notification.						
Standard of Work 3 - RMCC - Pavement	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6
No pavement work undertaken during Q4.						
Subcontractor Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7
The spray seal contractor engaged to complete was well managed and supervised by Council.						
Time Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8
<p>Routine reports have been delivered in a timely manner with regular updates for scheduled work and inspections. All delivery and maintenance issues are raised and discussed ahead of time.</p> <p>Council completed its spray seal program ahead of expectations and likely to complete a significant proportion of its heavy patching program prior to January 2024.</p>						
Traffic Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	7
ISC management take responsibility for ensuring a high standard of traffic management on their works and were very responsive to take corrective actions where issues arose. They continue to deliver high standards of traffic management for their works.						
Workplace Health and Safety Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6
The RMCC team use best practice WH&S approach to their routine works and are very responsive to requests from TfNSW Surveillance Officer.						
Workplace Relations Management - RMCC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	8
<p>There are no known workplace relation issues with staff appearing to enjoy their roles at Council.</p> <p>Councils RMCC Contract Manager demonstrates understanding and takes practical steps towards building a productive workplace culture with cooperative relations, effective communication and consultation.</p>						
Performance Score	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	69%

**Overall Comments** *(Use separate report if necessary)***Reporting Officer***In my opinion:*

ISC continue to deliver quality works through an efficient and effective management team for all works and issues raised during Quarter 4.

Council has progressed well through Q4 with early completion of its spray seal program and commencement of the annual heavy patching program.

Council is in the process of preparing documentation for the HW12 Bellview East rehabilitation project scheduled to commence March 2024.

Name: Rhys Banfield

Phone: 0439 805 743

A handwritten signature in blue ink, appearing to read 'Rhys B.', is placed over the name and phone number.

Report Date: 15/12/2023

Reviewing Officer:*In my opinion:*

Reviewed

The report has been forwarded to the Contractor **Yes** *(All reports are to be forwarded)*

Review Officer Name:

Review Date: 08/12/2023

Review Officer Phone:

Response from Contractor Received and report finalised: **Yes**

Contractor Rep Name: Scott Hamilton

Discussion Date:

Contractor Rep Phone:

Approving Officer*In my opinion:*

I concur with the above comments.

A handwritten signature in black ink, appearing to read 'Darren Patch', is placed above the name and phone number.

Name: Darren Patch

Report Date: 20/12/2023

Phone: 0418 775 528

Attachments:

Distribution:

1. Contractor's Representative
2. TfNSW's Representative