



**QUALITY NATURE - QUALITY HERITAGE - QUALITY LIFESTYLE**

## **MINUTES OF ORDINARY COUNCIL MEETING WEDNESDAY 25 MAY 2022**

MINUTES OF THE **Ordinary Council Meeting** OF TENTERFIELD SHIRE held at the  
on Wednesday 25 May 2022 commencing at 9:30 am

### **ATTENDANCE**

Councillor Tim Bonner  
Councillor John Macnish (Deputy Mayor)  
Councillor Peter Murphy  
Councillor Geoff Nye  
Councillor Tom Peters  
Councillor Bronwyn Petrie (Mayor)  
Councillor Peter Petty  
Councillor Kim Rhodes  
Councillor Giana Saccon  
Councillor Greg Sauer

### **ALSO IN ATTENDANCE**

Chief Executive (Daryl Buckingham)  
Acting Executive Assistant & Media (Hayley Ritchie)  
Chief Corporate Officer (Kylie Smith)  
Director Infrastructure (Fiona Keneally)

A handwritten signature in black ink, appearing to read 'Fiona Keneally', is written over the text of the Director Infrastructure role.

*Clause 254(b) of the Local Government (General) Regulation 2005 requires that the names of the mover and seconder of the motion or amendment are recorded and shown in the Minutes of the meeting.*

**WEBCASTING OF MEETING**

*I advise all present that this meeting is being recorded for placement on Council’s website for the purposes of broadening knowledge and participation in Council issues, and demonstrating Council’s commitment to openness and accountability.*

*All speakers must ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms or mentioning any private information.*

*No other persons are permitted to record the meeting, unless specifically authorised by Council to do so.*

**OPENING AND WELCOME**

**CIVIC PRAYER**

*We give thanks for the contribution by our pioneers, early settlers and those who fought in the various wars for the fabric of the Tenterfield Community we have today.*

*May the words of our mouths and the meditation of our hearts be acceptable in thy sight, O Lord.*

**ACKNOWLEDGEMENT OF COUNTRY**

*I would like to acknowledge the traditional custodians of this land that we are meeting on today. I would also like to pay respect to the Elders past, present, and emerging of the Jukemba, Kamilaroi and Bundjalung Nations and extend that respect to other Aboriginal people present.*

**APOLOGIES**

that there were no apologies.

**DISCLOSURE & DECLARATIONS OF INTEREST**

That councillors now disclose any interests and reasons for declaring such interest in the matters under consideration by Council at this meeting.

<b>Name</b>	<b>Type</b>	<b>Item</b>
Greg Sauer	Non Pecuniary Significant	COM5/22 – Reallocate Grant Funding – Drought Communities Programme Extension – Street Scape Project

**(ITEM MIN5/22) CONFIRMATION OF PREVIOUS MINUTES**

**89/22**

**Resolved** that the Minutes of the following Meeting of Tenterfield Shire Council:

- Ordinary Council Meeting – 27 April 2022



as typed and circulated, be confirmed and signed as a true record of the proceedings of these meetings.

(John Macnish/Kim Rhodes)

**Motion Carried**

**TABLING OF DOCUMENTS**

Nil.

**URGENT, LATE & SUPPLEMENTARY ITEMS OF BUSINESS**

Nil.

**COMMUNITY CONSULTATION (PUBLIC ACCESS)**

Nil.

**MAYOR MINUTE**

Nil.

**RECOMMENDATIONS FOR ITEMS TO BE CONSIDERED IN  
CONFIDENTIAL SECTION**

**90/22** **Resolved** that the following items be considered in the Confidential Section of the Meeting:

- 1) ITEM GOV49/22 – Correction of Boundary Realignment request between Tenterfield Shire Council and Glen Innes Severn Shire Council;
- 2) ITEM GOV50/22 – Correction of a Request for a Boundary Realignment between Tenterfield Shire Council and Glen Innes Severn Shire Council;
- 3) ITEM ECO08/22 – Response to a request for Council to be appointed as Crown Land Manager of 45 Martin Street, Tenterfield. Lot 702 DP 1125713; and
- 4) ITEM ECO9/22 – Professional Services Tender RFT 03-21/22.

(Greg Sauer/Peter Petty)

**Motion Carried**

**OPEN COUNCIL REPORTS**

**OUR COMMUNITY**

*Jodie Condrick, Acting Manager Property & Buildings entered the meeting the time being 9:36am*

**(ITEM COM5/22) REALLOCATE GRANT FUNDING - DROUGHT COMMUNITIES PROGRAMME EXTENSION - STREET SCAPE PROJECT**

**SUMMARY**

The purpose of this report is to advise Council that the Tenterfield National Monument Association Inc. has requested to amend their project scope in accordance with Resolution 99/20, and reallocate the remaining unspent funds being \$85,040.28 out of the \$100,000 from the heritage painting of the



Tenterfield Post Office to the Streetscape Recovery (National Monument Project) to another building within the CBD. With this reallocation, Council would not have to complete a variation request to the funding body to alter the existing deed as this will fit within the existing funding guidelines.

91/22

**Resolved** that Council:

- (1) Notes the request received from the Tenterfield National Monumental Association Inc. and supports the reallocation of funds identified for the heritage painting of the Tenterfield Post Office from the Drought Communities Program Extension and reallocate the remaining \$85,040.28 out of the \$100,000 to the Economic and Social resilience through Cultural Tourism Recovery project that will comply within the grant guidelines.

(Kim Rhodes/John Macnish)

### **Motion Carried**

## **OUR ECONOMY**

### **(ITEM ECO7/22) RETURN GRANT FUNDS RELATING TO PROPOSED SALEYARDS TRUCK WASH - TRANSPORT NSW GRANT FUNDING**

#### **SUMMARY**

The purpose of this report is to advise Council of the recommendation from the Saleyards Committee not to proceed with the Truck Wash and return the grant funding to Transport NSW – Fixing Country Truck Washes.

92/22

**Resolved** that Council:

- (1) Agree to no longer proceed with the proposed Truck Wash; and
- (2) Agree to return the grant funds back to the funding body and provide the Treasurer and the Treasurer's Representative with one (1) month's notice to abandon the project.

(Peter Petty/Tim Bonner)

### **Motion Carried**

*Jodie Condrick, Acting Manager Property & Buildings left the meeting the time being 10:03am*

*Tamai Davidson, Manager Planning & Development Services entered the meeting the time being 10:04am*

## **OUR ENVIRONMENT**

### **(ITEM ENV7/22) DRAFT VILLAGE CONCEPT PLANS**



## **SUMMARY**

The purpose of this report is to present to Council Draft Concept Plans for the villages of Liston, Legume, Urbenville, Drake, Torrington, Mingoola and Jennings and seek a resolution to adopt the plans. The Concept Plans are the result of part of the funding agreement for the Stronger Country Communities Fund – Round 2 – Vibrant and Connected (Project SCCF2-1069). A copy of the plans is provided as follows.

**93/22**

**Resolved** that Council adopt the Draft Village Concept Plans for Liston, Legume, Urbenville, Drake, Torrington, Mingoola and Jennings as amended post community consultation.

(Peter Petty/Geoff Nye)

### **Motion Carried**

*Tamai Davidson, Manager Planning & Development Services left the meeting the time being 10:15am*

## **OUR GOVERNANCE**

### **(ITEM GOV41/22) MONTHLY OPERATIONAL REPORT APRIL 2022**

#### **SUMMARY**

The purpose of this report is to provide a standing monthly report to the Ordinary Meeting of Council that demonstrates staff accountabilities and actions taken against Council's 2021/2022 Operational Plan.

**94/22**

**Resolved** that Council receives and notes the status of the Monthly Operational Report for April 2022.

(John Macnish/Kim Rhodes)

### **Motion Carried**

## **SUSPENSION OF STANDING ORDERS**

**95/22**

**Resolved** that Standing Orders be suspended.

(Peter Petty/Tom Peters)

### **Motion Carried**

*The meeting adjourned for morning tea, the time being 11:00 am.*

*The meeting reconvened, the time being 11.33 am.*

## **RESUMPTION OF STANDING ORDERS**

**96/22**

**Resolved** that Standing Orders be resumed.

(Peter Petty/Geoff Nye)

### **Motion Carried**



**(ITEM GOV42/22) CALL FOR EXPRESSION OF INTEREST IN TENTERFIELD HEAVY VEHICLE BYPASS ECONOMIC ENHANCCEMENT ADVISORY GROUP**

**SUMMARY**

The purpose of this report is for Council to consider membership to a Specific Purpose Advisory Group named the Tenterfield Heavy Vehicle Bypass Economic Enhancement Advisory Group. With the Groups purpose being to develop advice and strategies to ensure a vibrant economic future for the town and community of Tenterfield. This Group will be limited to the timeframe for Community collaboration on the project and in accordance with the Community Engagement Strategy.

**97/22**

**Resolved** that Council:

- (1) Endorses the two (2) Representatives from the Tenterfield Chamber of Tourism, Industry and Business, being Kristen Lovett and Peter Hay;
- (2) Appoints two (2) Community Representative from the Expression of Interest received, these being;
  - a) Chris Moon
  - b) Beate Sommer

(Peter Murphy/Peter Petty)

**Motion Carried**

*Lee Sisson, Casual Administration & Customer Service Assistant entered the meeting the time being 11:42am*

*Roy Jones, Manager Finance & Technology entered the meeting the time being 11:43am*

**(ITEM GOV43/22) ADOPTION OF IP&R DOCUMENTS INCLUDING THE COMMUNITY STRATEGIC PLAN, ASSET MANAGEMENT STRATEGY, WORKFORCE MANAGEMENT STRATEGY, DELIVERY PROGRAM, COMMUNITY ENGAGEMENT STRATEGY AND LONG TERM FINANCIAL PLAN**

**SUMMARY**

The purpose of this report is for Council to adopt the Draft Integrated Planning & Reporting Documents for Tenterfield Shire Council, including; Community Strategic Plan 2022-2032, Asset Management Strategy 2022-2032, Workforce Management Strategy 2022-2032, and Long Term Financial Plan 2022-2032.

**98/22**

**Resolved** that Council:

- (1) Adopt the Community Engagement Strategy 2022-2032, as attached;
- (2) Adopt the Community Strategic Plan 2022-2032
- (3) Adopt the Asset Management Strategy 2022-2032, as attached;



- (4) Adopt the Workforce Management Strategy 2021-2025, as attached;
- (5) Adopt the Long Term Financial Plan 2022-2032, as attached;
- (6) Adopt the Delivery Program 2022-2026, as attached.

(Giana Saccon/Peter Petty)

### **Motion Carried**

*Roy Jones, Manager Finance & Technology left the meeting the time being 11:49am*

*Penny Robertson, Revenue Officer entered the meeting the time being 11:59am*

*Roy Jones, Manager Finance & Technology entered the meeting the time being 11:59am*

## **(ITEM GOV44/22) OPERATIONAL PLAN 2022-2023 INCLUDING STATEMENT OF REVENUE POLICY 2022-2023**

### **SUMMARY**

The purpose of this report is for Council to adopt the Tenterfield Shire Council Operational Plan 2022/2023, following the completion of the public exhibition period which took place from 25 March 2022 to 2 May 2022 and for the Operational Plan 2022/2023 to be included within the current Tenterfield Shire Council Delivery Program 2022/2026.

### **OFFICER'S RECOMMENDATION**

#### **That Council:**

- (1) **Adopts the Tenterfield Shire Council Operational Plan 2022/2023 as attached.**
- (2) **Adopts the following documents as part of the Tenterfield Shire Council Operational Plan 2022/2023:**
  - (a) **Tenterfield Shire Council Budget for 2022/2023**
  - (b) **Tenterfield Shire Council Statement of Revenue Policy for 2022/2023, and**
  - (c) **Tenterfield Shire Council Fees and Charges for 2022/2023.**
- (3) **In accordance with the provisions of Section 355 of the Local Government Act 1993, makes, fixes and levies the rates for the year ending 30 June 2023 for the following rating categories:**

#### **Farmland:**

**A Farmland rate of 0.00250159 cents in the dollar on the current land values of all rateable land in the Local Government Area being Farmland, with a base rate of \$423.00 per annum (the total revenue**



collected from this base amount represents 26.17% of the total revenue collected from this category of land);

**Residential – Tenterfield:**

A Residential – Tenterfield rate of 0.00599576 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$329.00 per annum (the total revenue collected from this base amount represents 49.49% of the total revenue collected from this category of land);

**Residential – Tenterfield (Urban):**

A Residential – Tenterfield rate of 0.00494219 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$329.00 per annum (the total revenue collected from this base amount represents 23.69% of the total revenue collected from this category of land);

**Residential – Urbenville:**

A Residential – Urbenville rate of 0.00781108 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$294.00 per annum (the total revenue collected from this base amount represents 48.71% of the total revenue collected from this category of land);

**Residential – Jennings:**

A Residential – Jennings rate of 0.00827829 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$294.00 per annum (the total revenue collected from this base amount represents 49.20% of the total revenue collected from this category of land);

**Residential – Drake:**

A Residential – Drake rate of 0.01005773 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$294.00 per annum (the total revenue collected from this base amount represents 49.14% of the total revenue collected from this category of land);

**Residential – Other:**

A Residential – Other rate of 0.00459599 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$155.00 per annum (the total revenue collected from this base amount represents 25.85% of the total revenue collected from this category of land);

**Business – Tenterfield:**

A Business – Tenterfield rate of 0.01749100 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$567.00 per annum (the total revenue collected from this base amount represents 36.42% of the total revenue collected from this category of land);





**Business – Urbenville:**

A Business – Urbenville rate of 0.00731999 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$270.00 per annum (the total revenue collected from this base amount represents 47.82% of the total revenue collected from this category of land);

**Business – Jennings:**

A Business – Jennings rate of 0.00499813 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$270.00 per annum (the total revenue collected from this base amount represents 46.52% of the total revenue collected from this category of land);

**Business – Drake:**

A Business – Drake rate of 0.00839407 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$270.00 per annum (the total revenue collected from this base amount represents 48.61% of the total revenue collected from this category of land);

**Business – Other:**

A Business – Other rate of 0.00500483 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$288.00 per annum (the total revenue collected from this base amount represents 25.46% of the total revenue collected from this category of land);

**Mining:**

A Mining rate of 0.01999700 cents in the dollar on the current land values of all rateable land in the Local Government Area where the dominant use is for a coal mine or metalliferous mine, with a base rate of \$459.00 per annum (the total revenue collected from this base amount represents 45.08% of the total revenue collected from this category of land).

- (4) In accordance with the provisions of Section 552 of the Local Government Act 1993, Council makes, fixes and levies a Water Supply Availability Charge on all land rateable to the Water Supply Charge and other water charges for the year ending June 2022, as follows:
- (a) Residential - \$618 per property and/or connection per annum;
  - (b) Residential Strata - \$464 per property and/or connection per annum;
  - (c) Mt Lindesay Private Line - \$770 per property and/or connection per annum;
  - (d) Rural Other - \$618 per property and/or connection per annum;
  - (e) Non Residential - Meter connection: 20mm - \$618 per property and/or connection per annum;



- (f) **Non Residential - Meter connection: 25mm - \$618 per property and/or connection per annum;**
  - (g) **Non Residential - Meter connection: 32mm - \$618 per property and/or connection per annum;**
  - (h) **Non Residential - Meter connection: 40mm - \$927 per property and/or connection per ann**
  - (i) **Non Residential - Meter connection: 50mm - \$1,445 per property and/or connection per annum;**
  - (j) **Non Residential - Meter connection: 80mm - \$3,715 per property and/or connection per annum;**
  - (k) **Non Residential - Meter connection: 100mm - \$5,805 per property and/or connection per annum;**
  - (l) **Non Residential - Meter connection: 150mm - \$13,060 per property and/or connection per annum;**
  - (m) **Voluntary & Charitable Organisations - \$118.50 per property and/or connection per annum;**
  - (n) **Services installed solely for the purpose of firefighting - No Charge.**
- (5) **In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 450 kiloliters per annum, and \$8.60 per kilolitre for water consumed over 450 kilolitres per annum.**
- (6) **In accordance with Section 502 of the Local Government Act, that Council makes, fixes and levies a stepped tariff for the charge for water consumed by Rural/Mt Lindesay customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum, and \$8.60 per kilolitre for water consumed over 450 kilolitres per annum.**
- (7) **In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by Non-Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 1,000 kilolitres per annum, and \$8.60 per kilolitre for water consumed over 1,000 kilolitres per annum.**
- (8) **In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a minimum water consumption account charge of \$25 for each of the six (6) monthly billing periods. Further, that if at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based on the previous two corresponding water bills.**
- (9) **In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a Water Infrastructure Charge per assessment connected to the Tenterfield and Urbenville Water**



**Treatment Plants of \$77 to part fund infrastructure associated with Council's Water Network.**

**(10) In accordance with the provisions of Section 501(1) and 502 of the Local Government Act 1993, makes, fixes and levies a Sewerage Service Availability Charge of \$1,320 on all Residential land in the Tenterfield and Urbenville Town Areas and is:**

- (a) connected to the Council's sewer main, or**
- (b) not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main; and**
- (c) land from which sewerage can be discharged into the sewers of Council for the year ending June 2023.**

**Further, that in respect of Residential Flat Buildings a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection**

**(11) In accordance with the provisions of Sections 501(1) and 552 of the Local Government Act 1993, Council makes, fixes and levies Annual Access Charges for Commercial and Non-Residential Sewerage for the year ending June 2023, as follows:**

**A Sewerage Access Charge will be incurred proportional to the customer's water connection diameter plus a pay-for-use charge based on the water used, calculated in accordance with the following connection options and the formula following subparagraph "j" below:**

- (a) Non Residential - Meter connection: 20mm - \$1,320 per occupancy per property per annum;**
- (b) Non Residential - Meter connection: 25mm - \$1,320 per occupancy per property per annum;**
- (c) Non Residential - Meter connection: 32mm - \$1,710 per occupancy per property per annum;**
- (d) Non Residential - Meter connection: 40mm - \$2,667 per occupancy per property per annum;**
- (e) Non Residential - Meter connection: 50mm - \$4,158 per occupancy per property per annum;**
- (f) Non Residential - Meter connection: 80mm - \$10,641.75 per occupancy per property per annum;**
- (g) Non Residential - Meter connection: 100mm - \$16,626.75 per occupancy per property per annum;**
- (h) Non Residential - Meter connection: 150mm - \$37,422 per occupancy per property per annum;**
- (i) Voluntary & Charitable Organisations - \$255.15 per occupancy per property per annum;**
- (j) Services installed solely for the purpose of firefighting - No Charge.**

**The formula to calculate Non-Residential Sewerage Charges is:**



**AC +SDF x (C+UC)**

**Where:**

**AC = Access Charge**

**SDF = Sewerage Discharge Factor (determined by type/use)**

**C = Customers Annual Water Consumption in kilolitres**

**UC = Sewerage Usage Charge**

- (12) Makes, fixes and levies a Sewerage Usage Charge of \$3.20 per kilolitre in 2022/2023.**
- (13) Makes, fixes and levies Trade Waste Annual Charges for the year ending June 2023, as follows:**
- (a) Non-Residential Trade Waste Fee: Category 1 - \$185 per property per annum**
  - (b) Non-Residential Trade Waste Fee: Category 2 - \$185 per property per annum**
  - (c) Non-Residential Trade Waste Fee: Category 3 - \$882 per property per annum**
- (14) Makes, fixes and levies Trade Waste Usage Charges for the year ending June 2023, as follows:**
- (a) Non-Residential Trade Waste Usage Charge: Compliant - \$2.05 per kilolitre**
  - (b) Non-Residential Trade Waste Usage Charge: Non-Compliant - \$21.00 per kilolitre**
- (15) In accordance with section 501 of the Local Government Act 1993 makes, fixes and levies the Waste Management Facility Charge of \$288.50 per property per annum for the year ending June 2023.**
- (16) In accordance with sections 496 and 501 of the Local Government Act 1993 makes, fixes and levies Waste Collection Charges for the year ending June 2023, as follows:**
- (a) Residential Waste Collection: 120L Bin - \$447 per service per annum**
  - (b) Residential Waste Collection: 240L Bin - \$575 per service per annum**
  - (c) Non-Residential Waste Collection: 120L Bin - \$447 per service per annum**
  - (d) Non-Residential Waste Collection: 240L Bin - \$575 per service per annum**
- (17) In accordance with sections 496 and 501 of the Local Government Act 1993 makes, fixes and levies Recycling Collection Charges for the year ending June 2023, as follows.**
- (a) Residential Recycling Collection - \$86.50 per service per annum**

(b) **Non-Residential Recycling Collection - \$86.50 per service per annum**

(18) **In accordance with section 496A of the Local Government Act 1993 makes, fixes and levies Stormwater Management Charges for the year ending June 2023, for properties within the Tenterfield, Urbenville and Jennings town areas where there is a structure.**

(a) **Residential – \$25.00 per annum**

(b) **Residential Strata Title Per Unit - \$12.50 per annum**

(c) **Non-Residential: <350m square - \$25.00 per annum**

(d) **Non-Residential: 350m square-1200m square - \$50.00 per annum**

(e) **Non-Residential: 1200m square-5000m square - \$221.00 per annum**

(f) **Non-Residential: >5000m square - \$357.00 per annum**

(19) **Provides three (3) waste vouchers per annum to be issued with the annual rates notice and that the value of these vouchers be equivalent to the fee for a small box trailer - that is, \$30.50 each.**

(20) **That Council borrows \$3,100,000 in 2022/2023 for infrastructure projects.**

(21) **In accordance with the provisions of Section 566(3) of the Local Government Act 1993, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government on a daily simple interest basis for the financial year ending 30 June 2023.**

(22) **In accordance with the provisions of Section 405(6) of the Local Government Act 1993, places a copy of its adopted Operational Plan 2022/2023 on its website within 28 days.**

**99/22** **Resolved** That Council address ITEM GOV44/22 Numbers 2-19 ( inclusive), 21-22 (inclusive), 1 and 19 separately.

(Greg Sauer/John Macnish)

**Motion Carried**

**100/22** **Resolved** that Council:

(2) **Adopts the following documents as part of the Tenterfield Shire Council Operational Plan 2022/2023:**

(a) **Tenterfield Shire Council Budget for 2022/2023**

(b) **Tenterfield Shire Council Statement of Revenue Policy for 2022/2023, and**

(c) **Tenterfield Shire Council Fees and Charges for 2022/2023.**



- (3) In accordance with the provisions of Section 355 of the Local Government Act 1993, makes, fixes and levies the rates for the year ending 30 June 2023 for the following rating categories:

Farmland:

A Farmland rate of 0.00250159 cents in the dollar on the current land values of all rateable land in the Local Government Area being Farmland, with a base rate of \$423.00 per annum (the total revenue collected from this base amount represents 26.17% of the total revenue collected from this category of land);

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A Residential – Tenterfield rate of 0.00599576 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$329.00 per annum (the total revenue collected from this base amount represents 49.49% of the total revenue collected from this category of land);

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A Residential – Tenterfield rate of 0.00494219 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$329.00 per annum (the total revenue collected from this base amount represents 23.69% of the total revenue collected from this category of land);

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A Residential – Jennings rate of 0.00827829 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$294.00 per annum (the total revenue collected from this base amount represents 49.20% of the total revenue collected from this category of land);

Residential – Drake:

A Residential – Drake rate of 0.01005773 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$294.00 per annum (the total revenue collected from this base amount represents 49.14% of the total revenue collected from this category of land);

Residential – Other:

A Residential – Other rate of 0.00459599 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$155.00 per annum (the total revenue collected from this base amount represents 25.85% of the total revenue collected from this category of land);



Business – Tenterfield:

A Business – Tenterfield rate of 0.01749100 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$567.00 per annum (the total revenue collected from this base amount represents 36.42% of the total revenue collected from this category of land);

Business – Urbenville:

A Business – Urbenville rate of 0.00731999 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$270.00 per annum (the total revenue collected from this base amount represents 47.82% of the total revenue collected from this category of land);

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A Business – Jennings rate of 0.00499813 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$270.00 per annum (the total revenue collected from this base amount represents 46.52% of the total revenue collected from this category of land);

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A Business – Other rate of 0.00500483 cents in the dollar of the current land values of all rateable land within this category, with a base rate of \$288.00 per annum (the total revenue collected from this base amount represents 25.46% of the total revenue collected from this category of land);

Mining:

A Mining rate of 0.01999700 cents in the dollar on the current land values of all rateable land in the Local Government Area where the dominant use is for a coal mine or metalliferous mine, with a base rate of \$459.00 per annum (the total revenue collected from this base amount represents 45.08% of the total revenue collected from this category of land).

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  - (d) Rural Other - \$618 per property and/or connection per



- annum;
- (e) Non Residential - Meter connection: 20mm - \$618 per property and/or connection per annum;
  - (f) Non Residential - Meter connection: 25mm - \$618 per property and/or connection per annum;
  - (g) Non Residential - Meter connection: 32mm - \$618 per property and/or connection per annum;
  - (h) Non Residential - Meter connection: 40mm - \$927 per property and/or connection per annum;
  - (i) Non Residential - Meter connection: 50mm - \$1,445 per property and/or connection per annum;
  - (j) Non Residential - Meter connection: 80mm - \$3,715 per property and/or connection per annum;
  - (k) Non Residential - Meter connection: 100mm - \$5,805 per property and/or connection per annum;
  - (l) Non Residential - Meter connection: 150mm - \$13,060 per property and/or connection per annum;
  - (m) Voluntary & Charitable Organisations - \$118.50 per property and/or connection per annum;
  - (n) Services installed solely for the purpose of firefighting - No Charge.
- (5) In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum, and \$8.60 per kilolitre for water consumed over 450 kilolitres per annum.
- (6) In accordance with Section 502 of the Local Government Act, that Council makes, fixes and levies a stepped tariff for the charge for water consumed by Rural/Mt Lindesay customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 450 kilolitres per annum, and \$8.60 per kilolitre for water consumed over 450 kilolitres per annum.
- (7) In accordance with Section 502 of the Local Government Act, makes, fixes and levies a stepped tariff for the charge for water consumed by Non-Residential customers (to be by measure of metered water consumption) at the rate of \$5.50 per kilolitre for water consumption between nil (0) and 1,000 kilolitres per annum, and \$8.60 per kilolitre for water consumed over 1,000 kilolitres per annum.
- (8) In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a minimum water consumption account charge of \$25 for each of the six (6) monthly billing periods. Further, that if at the time of reading a water meter it is found to be damaged or has stopped, an account will be issued based on the previous two corresponding water bills.
- (9) In accordance with Section 502 of the Local Government Act 1993, makes, fixes and levies a Water Infrastructure Charge per assessment connected to the Tenterfield and Urbenville Water Treatment Plants of \$77 to part fund infrastructure associated with





Council's Water Network.

(10) In accordance with the provisions of Section 501(1) and 502 of the Local Government Act 1993, makes, fixes and levies a Sewerage Service Availability Charge of \$1,320 on all Residential land in the Tenterfield and Urbenville Town Areas and is:

- (a) connected to the Council's sewer main, or
- (b) not connected to the Council's sewer main but any part of the property is no more than 75 metres from the Council's sewer main; and
- (c) land from which sewerage can be discharged into the sewers of Council for the year ending June 2023.

Further, that in respect of Residential Flat Buildings a Sewerage Availability Charge will be made equal to the number of residential flats multiplied by the service charge for a single connection

(11) In accordance with the provisions of Sections 501(1) and 552 of the Local Government Act 1993, Council makes, fixes and levies Annual Access Charges for Commercial and Non-Residential Sewerage for the year ending June 2023, as follows:

A Sewerage Access Charge will be incurred proportional to the customer's water connection diameter plus a pay-for-use charge based on the water used, calculated in accordance with the following connection options and the formula following subparagraph "j" below:

- (a) Non Residential - Meter connection: 20mm - \$1,320 per occupancy per property per annum;
- (b) Non Residential - Meter connection: 25mm - \$1,320 per occupancy per property per annum;
- (c) Non Residential - Meter connection: 32mm - \$1,710 per occupancy per property per annum;
- (d) Non Residential - Meter connection: 40mm - \$2,667 per occupancy per property per annum;
- (e) Non Residential - Meter connection: 50mm - \$4,158 per occupancy per property per annum;
- (f) Non Residential - Meter connection: 80mm - \$10,641.75 per occupancy per property per annum;
- (g) Non Residential - Meter connection: 100mm - \$16,626.75 per occupancy per property per annum;
- (h) Non Residential - Meter connection: 150mm - \$37,422 per occupancy per property per annum;
- (i) Voluntary & Charitable Organisations - \$255.15 per occupancy per property per annum;
- (j) Services installed solely for the purpose of firefighting – No Charge.

The formula to calculate Non-Residential Sewerage Charges is:

$$AC + SDF \times (C + UC)$$



Where:

AC = Access Charge

SDF = Sewerage Discharge Factor (determined by type/use)

C = Customers Annual Water Consumption in kilolitres

UC = Sewerage Usage Charge

- (12) Makes, fixes and levies a Sewerage Usage Charge of \$3.20 per kilolitre in 2022/2023.
- (13) Makes, fixes and levies Trade Waste Annual Charges for the year ending June 2023, as follows:
- (a) Non-Residential Trade Waste Fee: Category 1 - \$185 per property per annum
  - (b) Non-Residential Trade Waste Fee: Category 2 - \$185 per property per annum
  - (c) Non-Residential Trade Waste Fee: Category 3 - \$882 per property per annum
- (14) Makes, fixes and levies Trade Waste Usage Charges for the year ending June 2023, as follows:
- (a) Non-Residential Trade Waste Usage Charge: Compliant - \$2.05 per kilolitre
  - (b) Non-Residential Trade Waste Usage Charge: Non-Compliant - \$21.00 per kilolitre
- (15) In accordance with section 501 of the Local Government Act 1993 makes, fixes and levies the Waste Management Facility Charge of \$288.50 per property per annum for the year ending June 2023.
- (16) In accordance with sections 496 and 501 of the Local Government Act 1993 makes, fixes and levies Waste Collection Charges for the year ending June 2023, as follows:
- (a) Residential Waste Collection: 120L Bin - \$447 per service per annum
  - (b) Residential Waste Collection: 240L Bin - \$575 per service per annum
  - (c) Non-Residential Waste Collection: 120L Bin - \$447 per service per annum
  - (d) Non-Residential Waste Collection: 240L Bin - \$575 per service per annum
- (17) In accordance with sections 496 and 501 of the Local Government Act 1993 makes, fixes and levies Recycling Collection Charges for the year ending June 2023, as follows.
- (a) Residential Recycling Collection - \$86.50 per service per annum
  - (b) Non-Residential Recycling Collection - \$86.50 per service per annum



(18) In accordance with section 496A of the Local Government Act 1993 makes, fixes and levies Stormwater Management Charges for the year ending June 2023, for properties within the Tenterfield, Urbenville and Jennings town areas where there is a structure.

- (a) Residential – \$25.00 per annum
- (b) Residential Strata Title Per Unit - \$12.50 per annum
- (c) Non-Residential: <350m square - \$25.00 per annum
- (d) Non-Residential: 350m square-1200m square - \$50.00 per annum
- (e) Non-Residential: 1200m square-5000m square - \$221.00 per annum
- (f) Non-Residential: >5000m square - \$357.00 per annum

(19) Provides three (3) waste vouchers per annum to be issued with the annual rates notice and that the value of these vouchers be equivalent to the fee for a small box trailer - that is, \$30.50 each.

(21) In accordance with the provisions of Section 566(3) of the Local Government Act 1993, determines that the extra interest charges on overdue rates and charges will be levied at the maximum rate allowable and as advised by the Office of Local Government on a daily simple interest basis for the financial year ending 30 June 2023.

(22) In accordance with the provisions of Section 405(6) of the Local Government Act 1993, places a copy of its adopted Operational Plan 2022/2023 on its website within 28 days.

(Greg Sauer/John Macnish)

### **Motion Carried**

***Councillor John Macnish requested a record of voting on the Motion:***

***Voting for the Motion*** – Councillor Tom Peters, Councillor Greg Sauer, Councillor John Macnish, Councillor Tim Bonner, Councillor Bronwyn Petrie, Councillor Kim Rhodes, Councillor Geoffrey Nye, and Councillor Peter Petty Total (8).

***Voting against the Motion*** - Councillor Peter Murphy and Councillor Giana Saccon Total (2).

### **OFFICER'S RECOMMENDATION**

#### **ITEM (GOV44/22 NUMBER (20)**

**That Council:**

**(20) That Council borrows \$3,100,000 in 2022/2023 for infrastructure projects.**



**AMENDMENT**

(20) That Council borrows **up to** \$3,100,000 in 2022/2023 for infrastructure projects.

(Greg Sauer/Tim Bonner)

**Amendment Carried**

**101/22**

**Resolved**

(20) That Council borrows up to \$3,100,000 in 2022/2023 for infrastructure projects.

(Greg Sauer/Tim Bonner)

**Motion Carried**

**102/22**

**Resolved** that Council:

(1) Adopts the Tenterfield Shire Council Operational Plan 2022/2023 as attached.

(John Macnish/Tim Bonner)

**Motion Carried**

***Councillor John Macnish requested a record of voting on the Motion:***

***Voting for the Motion*** – Councillor Tom Peters, Councillor Greg Sauer, Councillor John Macnish, Councillor Tim Bonner, Councillor Bronwyn Petrie, Councillor Kim Rhodes, Councillor Geoffrey Nye, and Councillor Peter Petty Total (8).

***Voting against the Motion*** - Councillor Peter Murphy and Councillor Giana Saccon Total (2).

*Lee Sisson, Casual Administration & Customer Service Assistant left the meeting the time being 12:42pm*

*Jess Wild, Management Accountant entered the meeting the time being 12:42pm*

**(ITEM GOV45/22) QUARTERLY BUDGET REVIEW STATEMENT - MARCH 2022**

**SUMMARY**

The purpose of this Report is to provide Council with a Quarterly Budget Review Statement in accordance with Regulation 203 of the Local Government (General) Regulation 2005 (the Regulation).

**OFFICER'S RECOMMENDATION:**

**That Council:**

**Adopts the March 2022 Quarterly Budget Review Statement and recommendations therein that:**



- a) No additional operating or capital expenditure outside of the recommendations in this review be approved by Council unless they are offset by other savings (e.g. with road works such as re-sheeting, with a plan to reduce maintenance costs) or grant funded and even then only where there will be no additional operating costs as a result of the expenditure i.e. if capital related expenditure, it should be for the replacement of existing assets only, not new assets;
- b) As part of Council's new Asset Management System implementation and asset revaluation processes for 2021/22, a thorough review of depreciation be undertaken to ascertain if depreciation expenditure can be reduced, and that further discussions be held with the State Government regarding the State re-acquiring some roads from Council;
- c) Acknowledge the ongoing governance and treasury management difficulties Council faces with the current structure of many grant and disaster funding payments, and advocate for changes to the timing of these cash payments from State and Federal governments;
- d) That the issue of rate pegging and cost shifting be raised again in appropriate forums; and
- e) That a plan be developed to increase operational income and further reduce operational expenditure as per previous discussions and comments in Council Reports. Such a plan may include a Special Rates Variation request with a view to returning Council's operating position to surplus.

**AMENDMENT**

- d) That the issue of rate pegging, rate capping and cost shifting be raised again in appropriate forums; and

(Greg Sauer/Tim Bonner)

**Amendment Carried**

**103/22**

**Resolved**

- d) That the issue of rate pegging, rate capping and cost shifting be raised again in appropriate forums; and

(Greg Sauer/Tim Bonner)

**Motion Carried**

*Jess Wild, Management Accountant left the meeting the time being 1.05pm*



**(ITEM GOV46/22) FINANCE & ACCOUNTS - PERIOD ENDED 30 APRIL 2022**

**SUMMARY**

The purpose of this Report is for the Responsible Accounting Officer to provide, in accordance with Clause 212 of the Local Government (General) Regulation 2005 a written report setting out details of all money that the Council has invested under Section 625 of the Local Government Act 1993. The Report must be made up to the last day of the month immediately preceding the meeting.

**104/22** **Resolved** that Council receive and note the Finance and Accounts Report for the period ended 30 April 2022.

(Peter Petty/Giana Saccon)

**Motion Carried**

**(ITEM GOV47/22) CAPITAL EXPENDITURE REPORT AS AT 30 APRIL 2022**

**SUMMARY**

The purpose of this Report is to show the progress of Capital Works projects against the Year to Date (YTD) budget each month. This Report outlines Council's financial progress against each project.

**105/22** **Resolved** that Council receive and note the Capital Expenditure Report for the period ended 30 April 2022.

(Giana Saccon/Geoff Nye)

**Motion Carried**

**(ITEM GOV48/22) REPORT ON LOAN BALANCES**

**SUMMARY**

The purpose of this Report is to inform Council of its loan balances as at 31 March 2022

**106/22** **Resolved** that Council notes the loan balance as at 31 March 2022 was \$19,016,929.35 (\$13,358,789.85 as at 31 December 2021).

(Greg Sauer/Giana Saccon)

**Motion Carried**

*Roy Jones, Manager Finance & Technology left the meeting the time being 1:15pm*



## REPORTS OF DELEGATES & COMMITTEES

### (ITEM RC6/22) PARKS, GARDENS AND CULTURAL ADVISORY COMMITTEE

**107/22** Resolved that Council:

- (1) Receive and note the Report from the Parks, Gardens & Cultural Advisory Committee meeting from Wednesday 4 May 2022.

(Kim Rhodes/John Macnish)

Motion Carried

**108/22** Resolved that Council write to Telstra requesting improvements to the lot on Rouse Street, Tenterfield due to untidiness and safety issues.

(Greg Sauer/John Macnish)

Motion Carried

### (ITEM RC7/22) AUDIT, RISK & IMPROVEMENT COMMITTEE

**109/22** Resolved that Council:

- (1) Receive and note the Report from the Audit, Risk & Improvement Committee meeting from Wednesday 13 April 2022.

(Peter Petty/Kim Rhodes)

Motion Carried

### (ITEM RES5/22) COUNCIL RESOLUTION REGISTER - APRIL 2022

#### SUMMARY

The purpose of this Report is to provide a standing monthly report to the Ordinary Meeting of Council that outlines all Resolutions of Council previously adopted and yet to be finalised.

**110/22** Resolved that Council notes the status of the Council Resolution Register to April 2022.

(Greg Sauer/Geoff Nye)

Motion Carried



## **CONFIDENTIAL BUSINESS**

### **SUSPENSION OF STANDING ORDERS - CONFIDENTIAL BUSINESS**

- 111/22** **Resolved** that Standing Orders be suspended and:
- a) The meeting be closed to the public and members of the press because of the need for confidentiality, privilege or security, as specified below and provided for under Section 10a(2) of the Local Government Act, 1993; and
  - b) The Agenda and associated correspondence, unless specified are not to be released to the public as they relate to a matter of either personal hardship, personal matters, trade secrets or matters which cannot be lawfully disclosed.

(Peter Petty/John Macnish)

#### **Motion Carried**

*The recording device was turned off and the meeting moved into Closed Committee, the time being 1:29 pm.*

*Penny Robertson, Revenue Officer entered the meeting the time being 2:08pm*

## **PROCEDURAL MOTION**

- 112/22** **Resolved** That Item GOV49/22 – Correction of boundary realignment request between Tenterfield Shire Council and Glen Innes Severn Shire Council and item GOV50/22 – Correction of request for a boundary realignment between Tenterfield Shire Council and Glen Innes Severn Shire Council be adopted together.

(Peter Petty/John Macnish)

#### **Motion Carried**

### **(ITEM GOV49/22) CORRECTION OF BOUNDARY REALIGNMENT REQUEST BETWEEN TENTERFIELD SHIRE COUNCIL AND GLEN INNES SEVERN SHIRE COUNCIL**

#### **SUMMARY**

This report is an amendment of the request of one landholder requesting a boundary re-alignment between Tenterfield Shire Council and Glen Innes Severn Shire Council as the Office of Local Government has requested that the Item be amended to submit the request to the Minister for Local Government and the Governor instead of the Office of Local Government.

- 113/22** **Resolved** that Council:
- (1) Receive and note this report as an amendment;
  - (2) Resubmit the proposal to Minister for Local Government and the Governor to have the Local Government Boundary re-aligned in accordance with this report;





(3) Council make application to the Minister for Local Government and the Governor to alter the boundaries of the Tenterfield and the Glen Innes Severn Shire local government areas by transferring Lots 21, 22, 59, & 60 DP 753289 having a combined area of 32.38ha, from Glen Innes Severn Shire local government area to the Shire of Tenterfield local government area.

(4) That if any costs are incurred that they be passed onto the applicant.

(Peter Petty/John Macnish)

**Motion Carried**

**(ITEM GOV50/22) CORRECTION OF REQUEST FOR A BOUNDARY REALIGNMENT BETWEEN TENTERFIELD SHIRE COUNCIL AND GLEN INNES SEVERN SHIRE COUNCIL**

**SUMMARY**

This report is an amendment of the resubmitted request of one landholder requesting a boundary re-alignment between Tenterfield Shire Council and Glen Innes Severn Shire Council the Office of Local Government has requested that the Item be amended to submit the request to the Minister for Local Government and the Governor instead of the Office of Local Government.

**114/22** **Resolved** that Council:

(1) Receive and note this report as an amendment.

(2) Resubmit the proposal to Minister for Local Government and the Governor to have the Local Government Boundary re-aligned in accordance with this report;

(3) Council make application to the Minister for Local Government and the Governor to alter the boundaries of the Tenterfield and the Glen Innes Severn Shire local government areas by transferring part of Lot 140 DP 751487 having an area of 40.47ha, from Glen Innes Severn Shire local government area to the Shire of Tenterfield local government area.

(4) That if any costs are incurred that they be passed onto the applicant.

(Peter Petty/John Macnish)

**Motion Carried**

*Penny Robertson, Revenue Officer left the meeting the time being 2:13pm*

*Neville Coonan, Property Specialist entered the meeting the time being 2:14pm*

**(ITEM EC08/22) RESPONSE TO A REQUEST FOR COUNCIL TO BE APPOINTED AS CROWN LAND MANAGER OF 45 MARTIN STREET, TENTERFIELD. LOT 702 DP 1125713**



## **SUMMARY**

The purpose of this report is to consider a request from Forestry Corporation of NSW and Crown Lands for Tenterfield Shire Council to be appointed as the Crown Land Manager of 45 Martin Street, Tenterfield. Details of the property are:

Description: Lot 702 DP 1125713.

Reserve R89154. The reserve purpose is:- Public Buildings (Forestry Office).

Gazette Date: 8/03/1974.

Land Area: Approximately 725 square meters.

### **115/22 Resolved that Council:**

1. Reject the request to be appointed as the Crown Land Manager of R89154 (Lot 702 DP 11257130) at 45 Martin Street, Tenterfield.
2. Request Crown Lands to deal directly with Granite Borders Landcare regarding their future occupancy of the property.
3. Resolve to terminate any further subsidisation of Granite Borders Landcare occupancy costs associated with 45 Martin Street.

(Peter Petty/Greg Sauer)

### **Motion Carried**

*Daryl Buckingham, Chief Executive left the meeting the time being 2:22pm*

*Daryl Buckingham, Chief Executive entered the meeting the time being 2:25pm*

*Neville Coonan, Property Specialist left the meeting the time being 2:25pm*

Director Infrastructure, Fiona Keneally declared an interest in ITEM ECO9/22. Declared that her spouse had made a submission, and that she had taken no part in the preparation or submission of the document.

*Fiona Keneally, Director of infrastructure left the meeting the time being 2:25pm*

*David Counsell, Manager of Asset & Program Planning entered the meeting the time being 2:26pm*

### **(ITEM ECO9/22) PROFESSIONAL SERVICES TENDER RFT 03-21/22**

#### **SUMMARY**

The purpose of this report is to provide Council with a report on the tender submission associated with the Professional Services - Tender 03-21/22 and recommend the list of preferred suppliers.



6 June 2022

**116/22** **Resolved** that Council:

(1) Accept all submitted tenders as a panel of preferred suppliers for the provision of Professional Services until 31 January 2024.

(Peter Murphy/Tom Peters)

**Motion Carried**

*David Counsell, Manager of Asset & Program Planning left the meeting the time being 2:38pm*

**RESUMPTION OF STANDING ORDERS**

**117/22** **Resolved** that Standing Orders be resumed.

(Peter Petty/John Macnish)

**Motion Carried**

*Fiona Keneally, Director of infrastructure returned to the meeting the time being 2:35pm*

*The meeting moved out of Closed Committee and the recording device was turned on, the time being 2:38 pm.*

*In accordance with Section 253 of Local Government Regulations (General) 2005, the Mayor read the resolutions as resolved whilst in Closed Committee.*

**MEETING CLOSED**

There being no further business the Mayor declared the meeting closed at 2:41pm.

.....  
Councillor Bronwyn Petrie  
Mayor/Chairperson



