

TAMWORTH REGIONAL COUNCIL

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **Meeting of Tamworth Regional Council** will be held in the **Council Chambers, Lands Building, Nemingha Room, 25-27 Fitzroy Street, Tamworth**, commencing at **6:30pm**.

ORDINARY COUNCIL AGENDA

22 OCTOBER 2024

**PAUL BENNETT
GENERAL MANAGER**

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Council

Meeting Date: 2nd and 4th Tuesday of the month commencing at 6:30pm.

Matters determined by Ordinary meetings will include all those non-delegable functions identified in Section 377 of the Local Government Act as follows:

- *“the appointment of a general manager*
- *the making of a rate*
- *a determination under section 549 as to the levying of a rate*
- *the making of a charge*
- *the fixing of a fee*
- *the borrowing of money*
- *the voting of money for expenditure on its works, services or operations*
- *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment)*
- *the acceptance of tenders which are required under this Act to be invited by the council*
- *the adoption of an operational plan under section 405*
- *the adoption of a financial statement included in an annual financial report*
- *a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6*
- *the fixing of an amount or rate for the carrying out by the council of work on private land*
- *the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work*
- *the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#)*
- *the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194*
- *a decision under section 356 to contribute money or otherwise grant financial assistance to persons*
- *the making of an application, or the giving of a notice, to the Governor or Minister*
- *this power of delegation*
- *any function under this or any other Act that is expressly required to be exercised by resolution of the council.”*

Other matters and functions determined by Ordinary Council Meetings will include:

- *Notices of Motion*
- *Notices of Motion of Rescission*
- *Council Elections, Polls, Constitutional Referendums and Public Hearings/Inquiries*
- *Ministerial Committees and Inquiries*
- *Mayor and Councillors Annual Fees*
- *Payment of Expenses and Provision of Facilities to Mayor and Councillors*
- *Local Government Remuneration Tribunal*
- *Local Government Boundaries*
- *NSW Ombudsman*
- *Administrative Decisions Tribunal*
- *Delegation of Functions by the Minister*
- *Delegation of Functions to General Manager and Principal Committees*
- *Organisation Structure*
- *Code of Conduct*
- *Code of Meeting Practice*
- *Honesty and Disclosure of Interests*
- *Access to Information*
- *Protection of Privacy*
- *Enforcement Functions (statutory breaches/prosecutions/recovery of rates)*
- *Dispute Resolution*
- *Council Land and Property Development*
- *Annual Financial Reports, Auditors Reports, Annual Reports and Statement of the Environment Reports*
- *Performance of the General Manager*
- *Equal Employment Opportunity*
- *Powers of Entry*
- *Liability and Insurance*
- *Membership of Organisations*

Membership:	All Councillors
Quorum:	Five members
Chairperson:	The Mayor
Deputy Chairperson:	The Deputy Mayor

Community Consultation Policy

The first 30 minutes of Open Council Meetings is available for members of the Public to address the Council Meeting or submit questions either verbally or in writing, on matters INCLUDED in the Business Paper for the Meeting.

Members of the public will be permitted a maximum of three minutes to address the Council Meeting. An extension of time may be granted if deemed necessary.

Members of the public seeking to represent or speak on behalf of a third party must satisfy the Council or Committee Meeting that he or she has the authority to represent or speak on behalf of the third party.

Members of the public wishing to address Council Meetings are requested to contact Council either by telephone, in person or online prior to 4:30pm the day prior to the Meeting to address the Council Meeting. Persons not registered to speak will not be able to address Council at the Meeting.

Council will only permit three speakers in support and three speakers in opposition to a recommendation contained in the Business Paper. If there are more than three speakers, Council's Governance division will contact all registered speakers to determine who will address Council. In relation to a Development Application, the applicant will be reserved a position to speak.

Members of the public will not be permitted to raise matters or provide information which involves:

- personnel matters concerning particular individuals (other than Councillors);
- personal hardship of any resident or ratepayer;
- information that would, if disclosed confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business;
- Commercial information of a confidential nature that would, if disclosed:
 - prejudice the commercial position of the person who supplied it, or
 - confer a commercial advantage on a competitor of the Council; or
 - reveal a trade secret;
- information that would, if disclosed prejudice the maintenance of law;
- matters affecting the security of the Council, Councillors, Council staff or Council property;
- advice concerning litigation or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege;
- information concerning the nature and location of a place or an item of Aboriginal significance on community land;
- alleged contraventions of any Code of Conduct requirements applicable under Section 440; or
- on balance, be contrary to the public interest.

Members of the public will not be permitted to use Community Consultation to abuse, vilify, insult, threaten, intimidate or harass Councillors, Council staff or other members of the public. Conduct of this nature will be deemed to be an act of disorder and the person engaging in such behaviour will be ruled out of the order and may be expelled.

Disclosure of Political Donations or Gifts

If you have made a relevant planning application to Council which is listed for determination on the Council Business Paper you must disclose any political donation or gift made to any councillor or employee of the Council within the period commencing two years before the application is made and ending when the application is determined (Section 147(4) Environmental Planning and Assessment Act 1979).

If you have made a relevant public submission to Council in relation to a relevant planning application which is listed for determination on the Council Business Paper you must disclose any political donation or gifts made to any councillor or employee of the Council by you as the person making the submission or any associate within the period commencing two years before the submission is made and ending when the application is determined (Section 147(5) Environmental Planning and Assessment Act 1979).

AGENDA

- 1 **APOLOGIES AND LEAVE OF ABSENCE**
- 2 **COMMUNITY CONSULTATION**
- 3 **MINUTES OF PREVIOUS MEETING SUBMITTED FOR APPROVAL**

RECOMMENDATION

That the Minutes of the Ordinary Meeting held on Tuesday, 15 October 2024, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

4 **DISCLOSURE OF INTEREST**

Pecuniary Interest

Non Pecuniary Conflict of Interest

Political Donations

5 **MAYORAL MINUTE**

5.1 **MEMORANDUM OF UNDERSTANDING BETWEEN TAMWORTH REGIONAL COUNCIL AND THE UNIVERSITY OF NEW ENGLAND**

DIRECTORATE: OFFICE OF THE GENERAL MANAGER

AUTHOR: Russell Webb, Mayor

Reference: Item 9.2 to Ordinary Council 8 June 2021 - Minute No 165/21

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Memorandum of Understanding Between Tamworth Regional Council and the University of New England”, Council authorise the Mayor to sign the memorandum.

SUMMARY

A Memorandum of Understanding (MoU) between Tamworth Regional Council (TRC) and the University of New England (UNE) to promote a climate of open exchange and cooperation in areas of mutual interest was originally signed in June 2021.

The MoU has expired and this report recommends Council agree to renew the MoU for a further two years with the same terms.

COMMENTARY

The MoU **ATTACHED**, refer **ANNEXURE 1** was developed through consultation between TRC and UNE with the aim of progressing the relationship between the two organisations and demonstrating the commitment towards a number of proposed activities as follows:

1. Forms of Co-operation

Proposed areas of mutual co-operation and collaboration contemplated by this MOU include to:

1.1 Facility activation

- a) Secure appropriate premises compliant with relevant University standards (eg: by lease, sub-lease) for use by UNE for its teaching, research and engagement activities;
- b) Obtain use of premises by UNE for peppercorn rent for an initial period of at least two years (with UNE responsible for outgoings) and consideration for commercial returns following the initial period;
- c) Develop Tamworth as a University city including provision of access to appropriate resources such as internet to UNE Tamworth students;

1.2 Branding

- a) Enable UNE branding on premises used for its activities consistent with TRC branding policies;
- b) Co-brand UNE and TRC joint activities and projects recognizing the contribution of each party;

1.3 Partnership

- a) Develop a long term partnership between UNE and TRC reflecting mutual trust between the parties to achieve mutually beneficial goals with appropriate activities such as:
 - i. Exchange of knowledge and expertise, including access to relevant staff of each party;
 - ii. Sharing of benefits arising from the partnership between both parties which recognizes the contribution of each party;
 - iii. Joint approaches to government to approach the parties common agenda;
 - iv. Leveraging the partner networks of each party to facilitate industry, community and government engagement.

1.4 Program Delivery

- a) Jointly promote UNE course delivery and research opportunities;
- b) Establish UNE as a TRC preferred supplier of education and research for Tamworth and its region;
- c) Jointly develop a scholarship fund;
- d) Establish English Language Training for the immigrant workforce in the Tamworth region;
- e) Work jointly on new programs and initiatives to advance UNE's Future Fit strategy and Tamworth's Blueprint 100; and
- f) Review this MOU at the two year expiry date.

(a) Policy Implications

Nil

(b) Financial Implications

Some of the activities agreed to in the MOU will have financial implications, however, these will be reported back to Council where required or included in existing operational budgets.

(c) Legal Implications

The MoU is not legally binding but provides a solid basis to continue the development of the partnership between TRC and UNE.

It is recommended that the Mayor be authorised to sign the MoU on behalf of Council.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 3 Prosperity and Innovation - Our community has access to vocational education and skills development.

6 NOTICE OF MOTION

6.1 NOTICE OF MOTION – CR JEFF BUDD - WORKING GROUP FOR PRECINCT COMMITTEES

MOTION

That Tamworth Regional Council form a working group to facilitate the creation of precinct committees within Barraba, Manilla, Kootingal, Bendemeer and Nundle Communities. These precinct committees would then be able to rep-rent community issues direct to Council.

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 22 October 2024.

SUPPORTING INFORMATION

During the recent campaign period for the Local Government elections, there was a clear indication that the residents of Barraba, Manilla, Kootingal, Bendemeer and Nundle felt that their communities were not receiving enough, or any, representation within Tamworth Regional Council

The establishment of a Precinct Committee as a working group, would not be incumbent to the onerous section 355 committee structure and reporting that the previous Community Development Committees in those locations operated under. This would be more beneficial in allowing these communities to feel represented and the working group would not have a delegation from Council, but a Terms of Reference to identify their role. The Precinct Committee would not have any administrative support from Council and a chair, deputy chair and secretary would be sourced from Committee members.

The key elements of the Precinct Committee would be as follows:

- Individual Councillors are linked to these communities and would be expected to attend bi monthly or quarterly meetings at a time suitable to the community; and
- committee members are selected by way of written application outlining relative skills and interest.

This would be a positive move forward in establishing a direct and accountable line of access to Council.

Cr Jeff Budd

16 October 2024

6.2 NOTICE OF MOTION – CR JEFF BUDD - WORKING GROUP FOR RAY WALSH HOUSE

MOTION

That Tamworth Regional Council form a Working Group to review the Ray Walsh House issue and be able to facilitate a report back to councillors for information

Notice is given that I intend to move the above Motion at the Meeting of the Council to be held on 22 October 2024.

SUPPORTING INFORMATION

Despite a plethora of information being available regarding Ray Walsh House being available for consumption, it has remained a highly emotive issue with Community and has been heavily misrepresented in formal and social media circles.

Councillors are being called upon with regard to Ray Walsh House to provide what the media and community is calling transparent information.

I am recommending that the working group should consist of the newly elected Councillors for a fresh perspective and to reduce any previous opinions/biases and negative community and media commentary.

The working group should be supported with the administrative support as required, which will require Council resources to be allocated to the Working Group.

Cr Jeff Budd

16 October 2024

OPEN COUNCIL REPORTS

7 ENVIRONMENT AND PLANNING

Nil

8 INFRASTRUCTURE AND SERVICES

8.1 TAMWORTH REGIONAL LOCAL TRAFFIC COMMITTEE MEETING - 4 SEPTEMBER 2024

DIRECTORATE: REGIONAL SERVICES

AUTHOR: Steven Marshall, Strategy, Assets and Design Engineer

7 ANNEXURES ATTACHED

1 ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Tamworth Regional Local Traffic Committee Meeting - 4 September 2024”, Council:

- (i) approve the proposed works at the Tamworth Regional Airport as per the attached line marking and signage plan;*
- (ii) approve the installation of a new pedestrian refuge, a new formalised bus stop and the associated line marking and signs on Dean Street, North Tamworth in accordance with the attached design;*
- (iii) approve the “Back to the Bush Auto Festival” event and the associated road closure of Maude Street, Barraba from 7.30am to 6.00pm on 19 October 2024;*
- (iv) approve the proposed line marking and signage plan for future stages of the Outlook Estate in Calala;*
- (v) approve the Kootingal Triathlon and the subsequent traffic guidance schemes for Saturday afternoons, 4.00pm to 8.00pm, and Sunday mornings, 5.00am to 10.00am, from 12 October 2024 to 25 May 2025;*
- (vi) approve the installation of a No Stopping area on Raglan Street, East Tamworth from North Street to Bourke Street; and*
- (vii) approve the change of the Queen Street and Savoy Street intersection from a Give Way controlled intersection to Stop sign controlled intersection in accordance with the attached signage and line marking plan.*

SUMMARY

The purpose of this report is to advise Council of the seven recommendations made by the Tamworth Regional Local Traffic Committee (the Committee) at the meeting held on 4 September 2024.

COMMENTARY

The minutes from the Committee meeting held on 4 September 2024, are **ENCLOSED**, refer **ENCLOSURE 1**.

As part of the Committee process, all formal items require approval by Council. As there has been no Council Meeting available since 10 September, the following two items, 88/2024 and 90/2024, are being considered by Council for retrospective endorsement. This is important in

maintaining the process of the Committee and for streamlining the approvals processes of subsequent future events.

14/2024 – Tamworth Airport Upgrades, Shand Circuit, Westdale

At the Council Meeting held 27 February 2024, Council approved a line marking and signage plan for the proposed Shand Circuit Upgrades in Westdale.

The originally approved plan can be found **ATTACHED**, refer **ANNEXURE 1**.

During the August Local Traffic Committee meeting, former Councillor Betts requested the Committee investigate the parking arrangement at the Tamworth Airport after Fiona Minibuses reported one of their drivers being abused by taxi operators because they dropped off a passenger in the designated taxi zone.

Fiona 's Minibuses advised and requested:

“Our business operates as a Booked Service Provider under Point-to-Point legislation, the same legislation under which Taxi’s now operate. A large percentage of our booked services are passengers with medical needs who are travelling to Sydney or Brisbane to see Specialists through ICare. Passengers often have restricted mobility, injuries or disabilities and bring with them items such as walkers, foldup wheelchairs etc. Some travel in wheelchairs. We also contract to Transport for NSW for the Department of Veterans Affairs and have other clients including Corporate Executives from companies such as J Power who come to visit Tamworth and surrounds. Recently an international Prime Minister and his staff were booked for transport through DFAT.”

“There is nowhere close to the Departure/Arrival gates for a booked service to park. We try to use the public departure pickup/drop off area when we can, but often this area is being used by regular passengers and is not available.”

“I am asking Council to urgently introduce 2 dedicated parking spaces for Booked Service Providers with signage such as P2P / UBER in front of the terminal to clearly identify safe spaces for passenger pickup and set down. Current parking needs to be expanded to allow for other authorised Transport for NSW providers to operate.”

Tamworth Regional Council staff liaised with airport management regarding the issues raised by Fiona’s Minibuses. With the limited room available in front of the terminal, the airport management rejected introducing two dedicated parking spaces for Booked Service Providers (BSP’s). They proposed shifting the two taxi bays from their current position to just after the proposed wombat crossing, creating five dedicated drop-off / pick-up bays in front of the terminal. BSP’s, including Uber, can utilise these five bays with the general public. If the general public drop off/pick up bays were not suitable, any BSP’s transporting passengers of restricted mobility, were advised to consider utilising the two designated disabled parking bays within the Short-Term car park.

Based on these recommendations, Council were requested to update the Shand Circuit Upgrade design documentation to relocate the taxi bays creating two additional drop-off/pick-up bays. Transport for NSW (TfNSW) also requested the R5-35 “No Standing” signs had to be updated to compliant “No Stopping” signs.

The updated line marking and signage plan can be found **ATTACHED**, refer **ANNEXURE 2**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the proposed works at the Tamworth Regional Airport as per the attached line marking and signage plan.

87/2024 – Dean Street Pedestrian Refuge Installation and Bus Stop Formalisation, North Tamworth

In 2021, Council completed a pavement rehabilitation project along Dean Street, North Tamworth. The pedestrian median refuge in front of the Tamara Private Hospital was to be reinstated following completion of a new design.

This design was recently completed and the medians will be reinstated in the same location as previously, however, during the design review it was identified that long spans of “No Stopping” areas would be required in front of the hospital.

During consideration of this matter it was discovered that the TfNSW website indicates a public bus stop (ID #2340377) should be located in front of the hospital. If a “No Stopping” area was to be installed as per the original design, buses would be required to perform an illegal manoeuvre and pull up in the No Stopping area.

Tamworth Buslines advised Council that the location has only seen four people utilise the bus stop in June and July 2024. This low utilisation was acknowledged, but it was also pointed out that there is actually no bus stop infrastructure located on this site. Basically, the community wouldn’t know a bus stop exists at this location. It was agreed that a designated bus stop in front of the Tamara Private Hospital would be a good outcome for the community.

As a result, Council has opted to move the pedestrian refuge closer to the Piper Street intersection, as shown below in Figure 1, to create room for a designated bus zone.



Figure 1: Location of proposed pedestrian refuge on Dean Street, North Tamworth.

A final design has been completed and **ATTACHED**, refer **ANNEXURE 3**, detailing the proposed line marking and signage associated with the new pedestrian refuges and bus stop.

Council will apply for future grant opportunities with TfNSW to ensure the new bus stop has a shelter installed.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the installation of a new pedestrian refuge, a new formalised bus stop and the associated line marking and signs on Dean Street, North Tamworth in accordance with the attached design.

88/2024 – Back to the Bush Auto Festival, Barraba – 19 October 2024

Council is planning to hold the Back to the Bush Auto Festival in Barraba on Saturday 19 October 2024.

The event, which is funded by the NSW Government's Vibrant Streets Package, will include car displays, market and food stalls, live entertainment, and a fireworks display.

The event consists of the following details:

- Event location: Barraba, NSW
- Date: 19 October 2024
- Event time: 9.00am to 9.00pm
- Roads affected:
 - Maude Street, from Queen Street to Cherry Street
- Road closure details
 - Road closure from 7.30am – 6.00pm

During the Committee meeting, NSW Police requested the traffic guidance scheme be updated to include "Road Closed Ahead" signage on Cherry Street.

The updated Traffic Guidance Scheme can be found **ATTACHED**, refer **ANNEXURE 4**

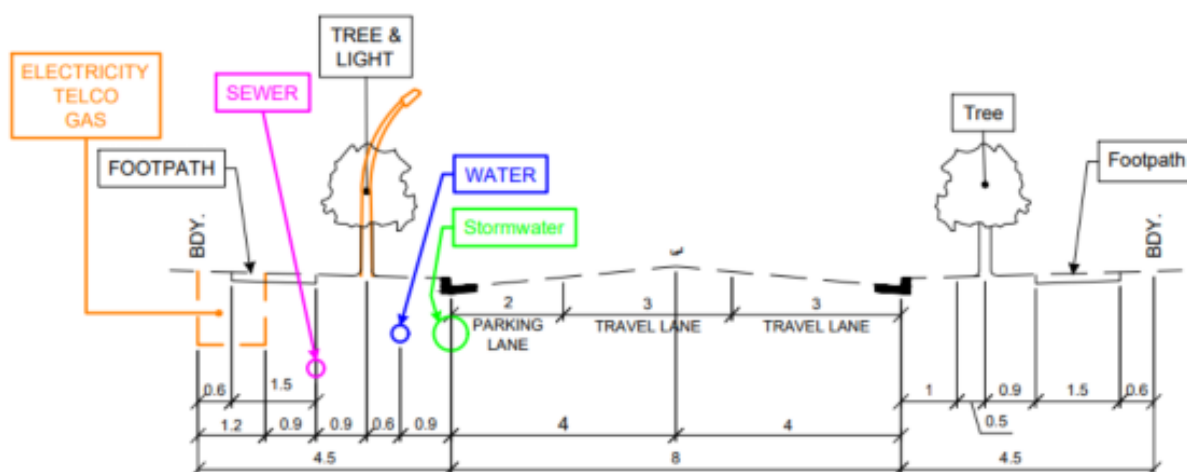
COMMITTEE RECOMMENDATION: pending the changes requested by NSW Police, the Committee members unanimously support the Back to the Bush Auto Festival event and the associated road closure of Maude Street in Barraba from 7.30am to 6.00pm on 19 October 2024.

89/2024 – Signage and Line Marking Plan – The Outlook Estate, Calala

Council has received a line marking and signage plan for the future stages of the Outlook estate in Calala. The developer is proposing to install "Give Way" signs at three four-way intersections along Myrl Street.

Two of the proposed intersections at Firetail Way and Gordon Street will give priority movement to vehicles on Myrl Street whilst the third will give priority movement to vehicles on Cormorant Avenue.

On Figtree Way, the developer is proposing to install "No Stopping" signs next to the park/public reserve. A cross section of Figtree Way is shown below in Figure 2, with the park/public reserve located on the right of the cross section. With no parking lane provided on this side of the road, "No Stopping" signs will need to be installed.



FOOTPATH ALLOCATION DETAILS

Figure 2: Figtree Way cross section illustrating the proposed footpath and travel lane configuration.

During the Committee meeting, TfNSW requested the signage and line marking plan be updated to include “Keep Left” R2-3(L) signage at each end of the raised medians that have been proposed.

The updated line marking and signage plan can be found **ATTACHED**, refer **ANNEXURE 5**

COMMITTEE RECOMMENDATION: pending the changes requested by TfNSW regarding the missing “Keep Left” R2-3(L) signs, the Committee members unanimously support the proposed line marking and signage plan for future stages of the Outlook Estate in Calala.

90/2024 – Tamworth Triathlon, 12 October 2024 – 25 May 2025

Council has been approached by the Tamworth Triathlon Club regarding the 2024/2025 summer triathlons.

The event details, which are similar to previous years, include:

- Event location: Kootingal War Memorial Pool, Denman Avenue
- Dates: Saturday afternoons and Sunday mornings between 12 October 2024 and 25 May 2025
- Event times:
 - Saturdays 4.00pm to 7.00pm; and
 - Sundays 6.00am to 10.00am.
- Roads affected: Denman Avenue, Irvine Street, Station Street and Kootingal-Limbri Road
- Number of participants: 150

The Tamworth Triathlon Club have also provided an alternative duathlon course in Hillvue. This course has been developed in case there is an event clash within Kootingal.

- Event location: Tamworth Regional Cycling Centre, Stockmans Way, Hillvue
- Dates: No dates provided

- Event times:
 - Saturdays: 4.00pm to 7.00pm; and
 - Sundays 6.00am to 10.00am.
- Roads affected: Longyard Drive, The Ringers Road, Jack Smyth Drive, Stockmans Way, Rodeo Drive and Championship Place.
- Number of participants: 150

During the Committee meeting, Council requested the traffic guidance schemes be updated to reflect the correct dates and author.

The event management plan, inclusive of the updated traffic guidance schemes, is **ATTACHED**, refer **ANNEXURE 6**.

COMMITTEE RECOMMENDATION: pending the updates requested, the Committee members unanimously support the event and the subsequent traffic guidance schemes for Saturday afternoons (4.00pm to 8.00pm) and Sunday mornings (5.00am to 10.00am) from 12 October 2024 to 25 May 2025.

93/2024 – No Parking Area – Raglan Street, East Tamworth

Council has been approached by a member of public regarding unsafe driving conditions along Raglan Street, East Tamworth.

“When vehicles park on both sides of Raglan Street it doesn’t leave a lot of room for two vehicles to pass each other.”

Council has investigated the site and measured the width of Raglan Street to be approximately 11m wide. This leaves enough room outside of the travel lanes for narrow 2m parking lanes on both sides.

As there is no ‘trip attractor’ on the top side of Raglan Street, adjacent to Long Gully Park, Council is willing to install “No Stopping” signs as per Figure 3 below to ensure ample passing room.



Figure 3: Proposed “No Stopping” area on Raglan Street, between North Street and Bourke Street

COMMITTEE RECOMMENDATION: the Committee members unanimously support the installation of a “No Stopping” area on Raglan Street, East Tamworth from North Street to Bourke Street.

94/2024 – Queen Street/Savoy Street Intersection Treatment, Barraba

Council has received a request for a new child care centre at 143 Queen Street in Barraba, shown in Figure 4 below. Based on early feedback from TfNSW, it was recommended that the developer change the intersection of Queen Street and Savoy Street from its existing “Give Way” control to a “Stop” sign controlled intersection.

A copy of the proposed line marking and signage plan detailing the proposed “Stop” sign controlled intersection has been **ATTACHED**, refer **ANNEXURE 7**.



Figure 4: Location of proposed childcare centre at 143 Queen Street, Barraba

COMMITTEE RECOMMENDATION: the Committee members unanimously support the change of the Queen Street and Savoy Street intersection from a “Give Way” controlled intersection to “Stop” sign controlled intersection in accordance with the attached signage and line marking plan.

(a) Policy Implications

Nil

(b) Financial Implications

88/2024 and 90/2024 – Shall be funded by the event organisers.

89/2024 and 94/2024 – Shall be funded by the developers.

14/2024 – Shall be funded by Council’s Asset Renewal budget.

87/2024 – Shall be funded by the Get NSW Active program.

93/2024 – Shall be funded by the Road Infrastructure Maintenance budget.

(c) Legal Implications

Nil

(d) Community Consultation

14/2024, 87/2024 and 93/2024 – Any businesses or residents directly affected by the works will be communicated with before commencement.

(e) Delivery Program Objective/Strategy

Focus Area 5 – Connect our region and its citizens

8.2 TAMWORTH REGIONAL LOCAL TRAFFIC COMMITTEE MEETING - 6 SEPTEMBER 2024

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Steven Marshall, Strategy, Assets and Design Engineer
1 ANNEXURES ATTACHED
1 ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Tamworth Regional Local Traffic Committee Meeting - 6 September 2024”, Council approves the Tamworth BBQ Festival, Nundle Loop Guided Ride and the National Thunder Rally events including its associated road impacts from 6:00am Thursday 26 September to 12.00pm Monday 30 September 2024.

SUMMARY

The purpose of this report is to advise Council of the one recommendation made by the Tamworth Regional Local Traffic Committee (the Committee) at the meeting held on 6 September 2024.

COMMENTARY

The minutes from the Committee meeting held on 6 September 2024, are **ENCLOSED**, refer **ENCLOSURE 1**.

As part of the Local Traffic Committee process, all formal items require approval by the Council. As there has been no Council Meeting available since 10 September, the following item, 73/2024 is being considered by Council for retrospective endorsement. This is important in maintaining the process of Local Traffic Committee and for streamlining the approvals processes of subsequent future events.

73/2024 – Tamworth BBQ Festival, 27-29 September 2024

The event consists of the following details:

Tamworth BBQ Festival

- Event location: Carter Street, Tamworth
- Date: Friday 27 September to Sunday 29 September 2024
- Event time:
 - Friday 27 September: 1.00pm to 10.00pm
 - Saturday 28 September: 10.00am – 10.00pm
 - Sunday 29 September: 10.00am – 3.00pm
- Road closure details (street names from Google)
 - Thursday 26 September: 6.00am – implement road closures on:
 - Carter Street, Taminda (from Plain Street Carpark to Sutton Drive);
 - Viaduct Way, Taminda (from Carter Street to Solander Drive);
 - Solander Drive, Taminda (from O’Connell Street to Sutton Drive)

- Solander Drive, Taminda (Edwards Drive to Solander Drive Carpark Entrance); and
- O'Connell Street, Taminda (Carter Street to Solander Drive).
- Monday 30 September: 12.00pm – reopen all roads
- Roads affected (from Thursday 26 September: 6.00am to Monday 30 September 12.00pm):
 - Convert Sutton Drive to One Way (from Carter Street to Solander drive); and
 - Convert Edwards Drive to One Way (from Solander Drive to Carter Street).

Details regarding the proposed road closures can be found within the **ATTACHED** traffic guidance scheme, refer **ANNEXURE 1**.

Nundle Loop Guided Ride

- Event location: Tamworth to Nundle
- Date: Saturday 28 September 2024
- Event time: 9.00am to 11.30am.
- Roads affected:
 - Marshal at the Plain Street Carpark, Taminda
 - Travel to Nundle via Ebsworth Street, Goonoo Goonoo Road (New England Highway), Garoo Road, Lindsays Gap Road and Nundle Road
 - Travel to Tamworth via Nundle Road, Armidale Road (Oxley Highway), etc

The Nundle Loop Guided Ride will be a self-managed event with all participants expected to adhere with NSW road rules.

National Thunder Rally

- Event location: Tamworth
- Date: Sunday 29 September 2024
- Event time: 9.00am to 11.00am
- Roads affected:
 - Marshal at the Plain Street Carpark, Taminda
 - Ebsworth Street, Goonoo Goonoo Road (New England Highway), Duri Dungowan Road, Loomberah Road, O'Briens Lane, Nundle Road, Armidale Road (Oxley Highway), Murray Street (New England Highway), Peel Street, Jewry Street, Ebsworth Street and Plain Street

The National Thunder Rally will be a self-managed event with all participants expected to adhere with NSW Road Rules.

NSW Police resources will not be required for the rally.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the Tamworth BBQ Festival, Nundle Loop Guided Ride and the National Thunder Rally events and associated road impacts from 6:00am, Thursday 26 September to 12.00pm, Monday 30 September 2024.

(a) Policy Implications

Nil

(b) Financial Implications

73/2024 – Shall be funded by the event organisers

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 5 – Connect our region and its citizens

8.3 TAMWORTH REGIONAL LOCAL TRAFFIC COMMITTEE MEETING - 2 OCTOBER 2024

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Steven Marshall, Strategy, Assets and Design Engineer
6 ANNEXURES ATTACHED
1 ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Tamworth Regional Local Traffic Committee Meeting - 2 October 2024”, Council:

- (i) approve the ‘Art on the Street’ event and the associated road closure of Jenkins Street in Nundle from 10.00am to 11.00pm on 9 November 2024;*
- (ii) approve the Level 2 Combined Driving Event and the associated road impacts along Gill Street and Gaol Creek Road in Moonbi from 7.00am to 5.00pm on 10 November 2024;*
- (iii) approve the installation of a new loading zone at 199 Peel Street, Tamworth;*
- (iv) approve the ‘Manilla Christmas Carnival’ event and the associated road closures on Court Street and Progress Lane in Manilla from 3.30pm to 9.30pm on 6 December 2024;*
- (v) approve the ‘Christmas on Gate’ event and the associated road closure on Gate Street, Kootingal from 2.00pm to 10.00pm on 7 December 2024; and*
- (vi) approve the proposed signage and line marking plan for the Mick Maher’s bridge replacement project on Gaol Creek Road, Moonbi.*

SUMMARY

The purpose of this report is to advise Council of the six recommendations made by the Tamworth Regional Local Traffic Committee (the Committee) at the meeting held on 2 October 2024.

COMMENTARY

The minutes from the Committee meeting held on 2 October 2024, are **ENCLOSED**, refer **ENCLOSURE 1**.

97/2024 – Art on the Street, Nundle – 9 November 2024

Tamworth Regional Council is planning to hold the ‘Art on the Street’ event in Nundle on Saturday 9 November 2024.

The event, which is funded by the NSW Government’s Vibrant Streets Package, will coincide with the ‘Nundle Twilight Christmas Markets’, being held on the grounds of the Nundle Woollen Mill, and the ‘Nundle CWA Art Show’, being held at the Nundle Memorial Hall.

- Event location: Jenkins Street, Nundle
- Date: Saturday 9 November 2024
- Event time: Saturday 9 November: 3.00pm – 9.00pm
- Road closure details:
 - Saturday 9 November: 10.00am – implement a road closure on:

- Jenkins Street, Nundle (from Oakenville Street carpark to Fossickers Tourist Park entrance).
- Saturday 9 November: 11.00pm – re-open Jenkins Street

The traffic guidance scheme can be found **ATTACHED**, refer **ANNEXURE 1**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the ‘Art on the Street’ event and the associated road closure of Jenkins Street in Nundle from 10.00am to 11.00pm on 9 November 2024.

98/2024 – Tamworth Regional Horse Drawn Club Inc. - Level 2 Combined Driving Event, Gill Street, Moonbi

Council has been approached by the Tamworth Regional Horse Drawn Club Inc. regarding the upcoming ‘Level 2 Combined Driving Event’ at the Moonbi Recreation Reserve on Gill Street, Moonbi.

Details for the proposed event are included below:

- Event location: Moonbi Recreation Reserve, Moonbi
- Date: Sunday 10 November 2024
- Event time: 7.00am to 5.00pm (inclusive of set up and pack down periods)
- Roads affected:
 - Gill Street (from Moonbi Recreation Reserve to Gaol Creek Road); and
 - Gaol Creek Road (from Gill Street to 217 Gaol Creek Road).

The traffic guidance scheme can be found **ATTACHED**, refer **ANNEXURE 2**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the ‘Level 2 Combined Driving Event’ and the associated road impacts along Gill Street and Gaol Creek Road in Moonbi from 7.00am to 5.00pm on Sunday 10 November 2024.

99/2024 - Request for Loading Zone - 199 Peel Street, Tamworth

Council has received a request from Douglass Hanly Moir (DHM) Pathology exploring the feasibility of a loading zone at 199 Peel Street, Tamworth. Figure 1 below shows the location of DHM Pathology. The business advised that they’re regularly struggling to find a loading/unloading position for medically urgent deliveries during business days. Couriers need to be able to unload specimens and medical supplies for the community within close proximity to the business.

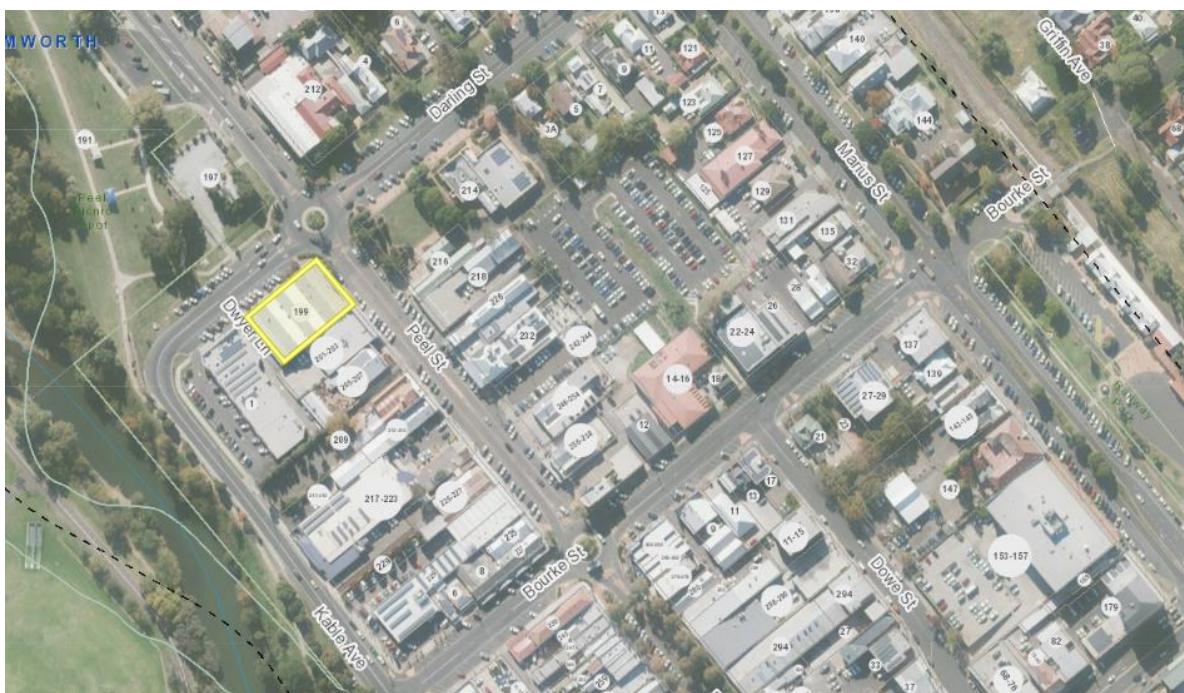


Figure 1: Location of DHM Pathology at 199 Peel Street, Tamworth

After a site investigation, Council supports the request and is proposing to convert the parallel parking space shown below in Figure 2 into a loading zone. The couriers will be able to utilise the existing gutter bridge at the rear of the bay to access the verge.



Figure 2: Location of proposed loading zone at 199 Peel Street, Tamworth

During the Committee meeting, Transport for NSW (TfNSW) requested Council to investigate the minimum length of a loading zone and adjust the plan if required. If the length of the loading zone has to be increased, the Committee recommends the loading zone be time restricted to 8.30am to 6.00pm Monday – Friday to enable the space to be used as general parking outside of business hours.

Council has since referenced “Austroads – Guide to Traffic Management Part 11: Parking Management Techniques – 2020”;

“They (Loading Zones) need to be of sufficient length to accommodate the length of the vehicle plus a length for opening the rear tray or door and the number of vehicles likely to use it at peak demand”

DHM Pathology have confirmed with Council the delivery vehicles that will require the loading zone are the same size as Toyota HiAce’s and Hyundai iLoad’s.

Understanding the user requirements of the loading zone, and the recommendations from Austroads, Council are proposing to install a loading zone as shown within **ATTACHED** signage plan, refer **ANNEXURE 3**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the installation of a new loading zone at 199 Peel Street, Tamworth. If the length of the loading zone needs to be increased following the investigation, the Committee members unanimously support the loading zone being time restricted to 8.30am to 6.00pm Monday – Friday.

100/2024 – Manilla Christmas Carnival, Manilla – 6 December 2024

Council is planning to hold the ‘Manilla Christmas Carnival’ in Manilla on Friday 6 December 2024.

The event, which is funded by the NSW Government’s Vibrant Streets Package, will include community Christmas tree lighting, Christmas carols and live music, Christmas markets and food stalls, a visit from Santa, photos with Santa, and kids’ activities.

- Event location: Court Street, Manilla
- Date: Friday 6 December 2024
- Event time: Friday 6 December: 5.00pm – 9.30pm
- Road closure details:
 - Saturday 6 December: 3.30pm – implement road closures on:
 - Court Street, Manilla (from Manilla Street to Progress Lane); and
 - Progress Lane, Manilla (from Court Street to end of Rotary Park).
 - Saturday 6 December: 9.30pm – re-open all roads

The traffic guidance scheme is **ATTACHED**, refer **ANNEXURE 4**.

During the Committee meeting, it was observed that Progress Lane was incorrectly labelled on the traffic guidance scheme. Council was requested to update the traffic guidance scheme with the correct name.

COMMITTEE RECOMMENDATION: pending the corrected traffic guidance scheme, the Committee members unanimously support the ‘Manilla Christmas Carnival’ event and the associated road closures on Court Street and Progress Lane in Manilla from 3.30pm to 9.30pm on 6 December 2024.

101/2024 – Christmas on Gate Street, Kootingal – 7 December 2024

Council is planning to hold the ‘Christmas on Gate’ event in Kootingal on Saturday 7 December 2024.

The event, which is funded by the NSW Government’s Vibrant Streets Package, will include live music and entertainment, Christmas markets and food stalls, and will conclude with a fireworks display.

- Event location: Gate Street, Kootingal
- Date: Saturday 7 December 2024
- Event time: Saturday 7 December: 5.00pm – 9.00pm
- Road closure details:
 - Saturday 7 December: 2.00pm – implement a road closure on:
 - Gate Street, Kootingal (from Denman Avenue to Station Street).
 - Saturday 7 December: 10.00pm – re-open Gate Street.

The traffic guidance scheme can be found **ATTACHED**, refer **ANNEXURE 5**.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the ‘Christmas on Gate’ event and the associated road closure on Gate Street, Kootingal from 2.00pm to 10.00pm on 7 December 2024.

104/2024 – Signage and Linemarking Plan – Mick Maher’s Bridge, Gaol Creek Road, Moonbi

Council is undertaking a replacement of the Mick Maher’s Bridge on Gaol Creek Road in Moonbi. Figure 3 below shows the location of the bridge. The bridge will be replaced with a new single lane concrete box culvert structure.

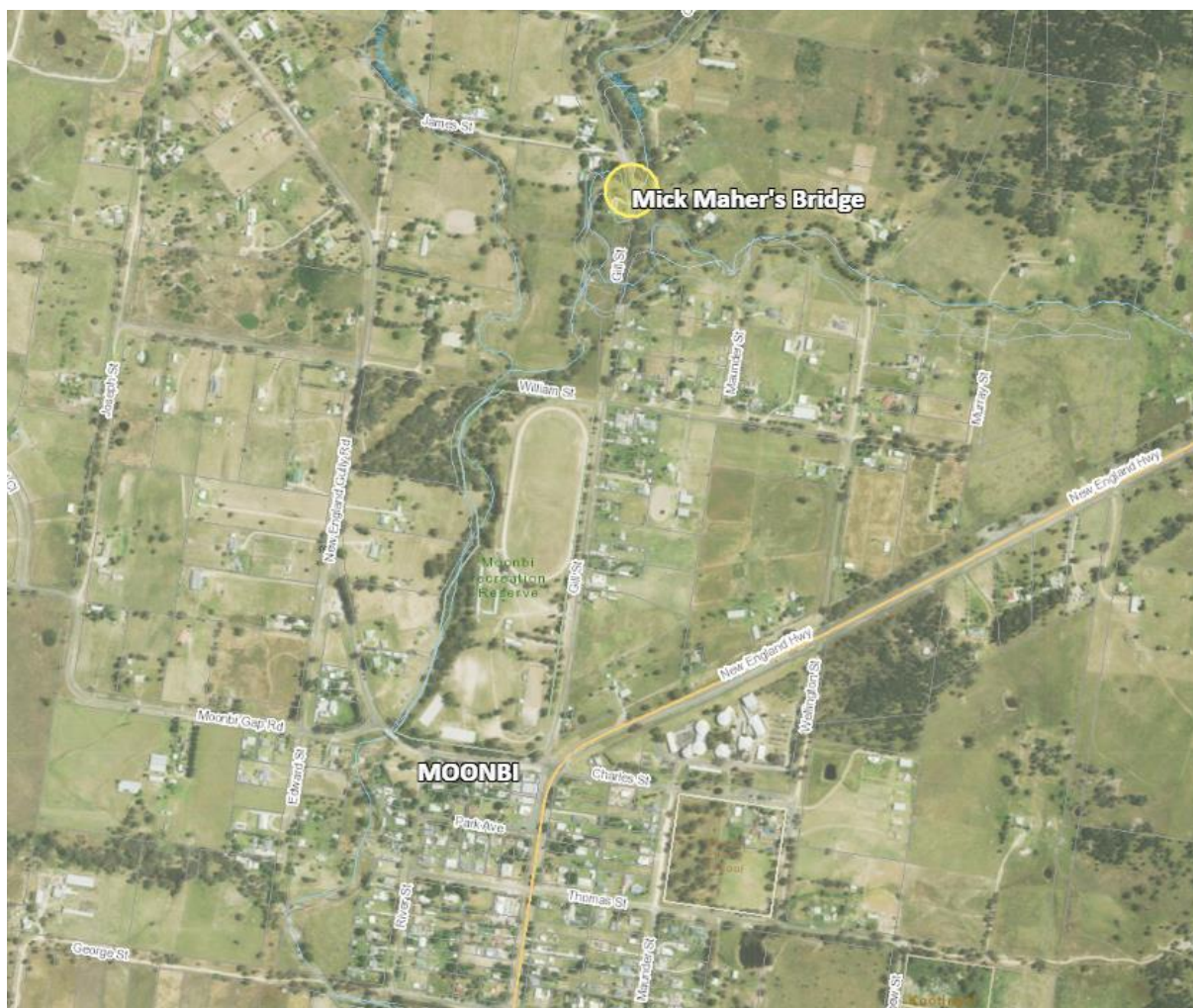


Figure 3: Mick Maher's Bridge on Gaol Creek Road, Moonbi

In accordance with the **ATTACHED** signage and line marking plan, refer **ANNEXURE 6**, a No Overtaking or Passing sign (R6-1) is planned for installation on the northern approach and a Give Way sign (R1-2) on the southern approach.

A Give Way (TB) hold line and associated BL2 centre line will be installed on the southern side of the bridge to illustrate the safe area for motorists to give way.

COMMITTEE RECOMMENDATION: the Committee members unanimously support the proposed signage and linemarking plan for the Mick Maher's bridge replacement project on Gaol Creek Road, Moonbi.

(a) Policy Implications

Nil

(b) Financial Implications

97/2024, 100/2024 and 101/2024 – Shall be funded under the NSW Government's Vibrant Streets Package.

98/2024 – Shall be funded by the event organisers.

99/2024 – Shall be funded by the Road Infrastructure Maintenance budget.

104/2024 – Shall be funded by NSW Government’s Fixing Country Bridges.

(c) Legal Implications

Nil

(d) Community Consultation

99/2024 – Community notification to be completed before implementing the change.

104/2024 – Community notification to be completed before commencing with the bridge replacement.

(e) Delivery Program Objective/Strategy

Focus Area 5 – Connect our region and its citizens

8.4 CHANGES TO THE 2024/2025 CAPITAL WORKS PROGRAM IN WASTE AND RESOURCE RECOVERY

DIRECTORATE: WATER AND WASTE
AUTHOR: Bruce Logan, Director - Water and Waste

2 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Changes to the 2024/2025 Capital Works Program in Waste and Resource Recovery”, Council:

- (i) agree to make the following changes to the 2024/2025 Waste and Resource Recovery Capital Works Program

<i>Project</i>	<i>Add to or remove from budget</i>	<i>Amount</i>
<i>SMRF – removal of equipment and other upgrades</i>	<i>Add</i>	<i>\$1,000,000</i>
<i>Completion of weighbridge upgrading works at Forest Road Landfill</i>	<i>Add</i>	<i>\$900,000</i>
<i>Construction of a roundabout at Forest Road Waste Management Facility</i>	<i>Add</i>	<i>\$540,000</i>
<i>Barraba Landfill – relocate fence, site office and other works</i>	<i>Add</i>	<i>\$55,000</i>
<i>Forest Road landfill – new cell</i>	<i>Add</i>	<i>\$150,000</i>
<i>Leachate & Drainage works at Forest Road</i>	<i>Add</i>	<i>\$175,000</i>
<i>Staged Capping at Forest Road</i>	<i>Remove</i>	<i>-\$442,000</i>
<i>Western void preliminaries Forest Road</i>	<i>Remove</i>	<i>-\$664,000</i>
<i>Landfill capping Barraba</i>	<i>Remove</i>	<i>-\$352,000</i>

	<i>Nundle</i>	<i>-\$247,000</i>
	<i>Kootingal</i>	<i>-\$500,000</i>
<i>Total</i>	<i>Additional</i>	<i>\$615,000</i>

(ii) *provide the additional funding required of \$615,000 from the Waste Reserve.*

SUMMARY

Council's adopted 2024-2025 Operations budget included funding for various capital works in the Waste and Resource Recovery area. The items included were based on a 20-year capital works program, however further planning work for the long-term life of the Forest Waste Management Facility (FRWWMF) including the Small Materials Recovery Facility and some unplanned works, indicates changes to the approved capital works budget would be beneficial.

COMMENTARY

The suggested changes to the 24-25 capital works budget are detailed below.

1 Small Material Recovery Facility (SMRF)

Shortly after Council purchased the SMRF from Challenge Council, applied for funds from the NSW Environmental Trust to:

- remove the existing disused equipment that was previously used by Challenge from the site: and
- purchase and install upgraded glass recycling equipment which would see Council remove glass from kerbside recyclables and together with glass supplied from other sources process (crush) that glass for further processing off site.

Council's grant application for \$1 Million was successful.

Whilst Council's grant application was being considered and since the announcement of the funding, further work has been completed on the master plan for the SMRF and on resource recovery ventures that Council could consider in the future.

As part of this work Council asked a consultant to consider whether glass recovery was one of the resource recovery ventures Council should pursue in the future. The consultant's advice was that the process Council presently uses of sending the glass comingled with other recyclables to Sydney for processing was preferred in terms of value, given current market prices for recovered commodities. See an excerpt from the Consultant's report refer **ANNEXURE 1**.

Based on this advice staff advised the Environmental Trust that Council would not be proceeding with the upgrade of the glass recycling plant as per the grant application, however, Council was pursuing other resource recovery initiatives for the site. The Trust advised that whilst it was happy to consider alternatives to glass recycling there is no guarantee the \$1 Million grant funding would be reallocated to whatever new initiative was pursued – Council would have to reapply for the funding.

This means that Council should not expend the \$1 Million in grant funding, previously approved. However, Council has accepted a tender to remove the old disused equipment from the SMRF, with this work nearing completion. Some of the grant funding was to pay for this work. Given uncertainty about the existing grant it is considered Council should use its

own funds to pay for the removal of the disused equipment and other upgrading work at the SMRF, until a new application for a resource recovery initiative has been lodged and approved or rejected.

As a result it is recommended Council make \$1Million available from the Waste Reserve to fund removal of disused equipment and other upgrading work at the SMRF.

In relation to other resource recovery initiatives further work has been completed on this and a report has been prepared – refer **ANNEXURE 2**. This report identified a moulded pulp packaging facility as the most appropriate resource recovery initiative to be pursued at the SMRF. To gauge market interest in such a facility, an Expression of Interest (EOI) has been released seeking suitably experienced market operators to work with Council on this initiative. Assuming there is suitable market interest Council will then be asked whether it would like to pursue this initiative further, including applying for grant funding and, if grant funding is approved, a tender process to identify the successful operator.

2 Completion of weighbridge upgrading works at FRWMF

In 2021, Council approved the installation of 2 new weighbridges at the FRWMF. One of the new weighbridges would be reserved for commercial customers only and would allow them to jump the queue of customers entering the landfill who must pass over a weighbridge and interact with the weighbridge operators. The second weighbridge would weigh all vehicles on departure from the facility and this would be used to calculate disposal charges. Prior to the installation of the 2 new weighbridges only 1 weighbridge was in place which meant all vehicles had to travel into and out over the same weighbridge, slowing the admittance and release of customers.

As part of the installation of the new weighbridges new roadworks were required to allow access to the new bridges. Some preliminary works were undertaken to allow temporary access and a tender was advertised to undertake the permanent work. Only 1 tender was received for \$1.4 Million and Council resolved not to accept this tender but to split the work up and complete using Council staff and contractors as required.

The main earthworks component of this work was commenced in the previous financial year, for completion in the current financial year. Whilst some funds were made available in the 24-25 financial year and all work has not yet been completed, given required changes to the scope of the work and cost incurred to date, it is expected the final cost of all the work will be \$900,000 more than budgeted.

Therefore, it is recommended an additional amount of \$900,000 be made available from the Waste Reserve to fund the completion of the work.

3 Construction of a roundabout at FRWMF

There is a large intersection at the FRWMF once traffic pass over the weighbridges. See plan showing the intersection below. A roundabout has been proposed at this intersection and has been included in the capital works program for a future year. However, there has been an increase in b-doubles and large semi-trailers visiting the facility, particularly to load kerbside recyclables for delivery to Sydney for processing and to load baled cardboard. Since these trucks must be weighed before and after loading, to ensure correct charging is levied, there is a need for these trucks to travel over the weighbridge empty and do a U-turn at this intersection travel back over the weighbridges to be loaded and then repeat the process once loaded.



It is evident the present geometry of the intersection represents a significant risk of over turning to trucks making the U-turn manoeuvre and in general to other traffic entering the Small Vehicle Transfer station to dispose of waste. This risk has led to a decision to bring forward the construction of the roundabout.

To reduce costs it is proposed the island in the middle of the roundabout will be a dome that trucks can drive over and the material for road pavements will be provided from the crushed material recycled on site, however, the estimated cost of this work is \$537,000.

Given the risk associated with not doing this work it is recommended an additional amount of \$540,000 be made available from the waste reserve to fund the cost of this work

4 Barraba Landfill – Relocation of fences and gates

The Barraba landfill is located at the intersection of a number of road reserves. See map below (road reserves are shown in orange).



Previously block 1 and 2 as shown on the plan were owned by the same owner. However, block 1 has now been sold to a different owner and the only point of access for the new owner to their property is via the road reserve which runs to the South West of the landfill. Presently there is a security fence for the landfill and the site office which prevents access to this road reserve. It is an offense to obstruct a public road reserve and therefore, Council will be required to remove the fence and the site office and provide unimpeded access to the landowner and other members of the public to the road reserve. To ensure on going security of the landfill site, a new security fence and other changes will also be required.

Quotes have been secured for the fencing required and the estimated cost of all the work is \$55,000.

This work was not contemplated at the time of developing the capital works program in the current budget so additional funds from the Waste Reserve will be required to fund this work.

5 Works at the FRWMF

Work is almost complete on a new plan for filling of the Forest Road Landfill. This work has identified a new approach to filling the existing landfill which will see a significant increase in the life of the landfill. Once the final plan has been completed the plan will be workshopped with Councillors.

The draft plan suggests the following work should be completed as soon as possible.

5.1 New cell

Work needs to commence shortly on establishing a new cell at the landfill so that landfilling operations can continue once the existing landfill cell has been filled. The cost of this work is estimated at \$150,000.

5.2 Drainage and other works

Leachate water is water that leaches through the landfill over time, is captured at the base of the landfill, and is usually very high in contaminants. As such the EPA and Council's license limits what can be done to dispose of leachate. Given this and the relatively high cost of

disposal, it is beneficial to limit the amount of leachate water. Presently at the FRWMF there are areas where runoff from rainfall is mixed with the leachate water. Once this occurs, then the combined volume of mixed leachate and runoff has to be disposed off. A recent survey of the landfill site, as part of the future landfilling operations investigation, has identified some work which could be completed in the short term to divert runoff from rainfall so that it is not combined with leachate, and some other drainage improvements. The estimated cost of this work is \$175,000.

6 Work not proceeding

To offset the cost of the work identified above it is proposed to defer the following work already in the capital works program to a future financial year

6.1 Staged Capping at the Forest Road Landfill

It is proposed to defer any further capping at the Forest Road Landfill until the final plan for the landfill has been adopted and the EPA, has approved a staged capping plan including what the cap constitutes.

At present there is \$442,000 in the budget which can be removed.

6.2 Western void at the Forest road Landfill preliminaries

It has always been envisaged that to maximise the life of the landfill the area to the west of the active landfill, known as the western void, and presently used to win gravel for use in landfill operations will ultimately form part of the landfill site and accept waste for landfill. This area of the site is presently not licensed to accept waste. Funding was provided in the 24-25 financial year to start progressing the licensing of the western void. Latest information from the master planning process underway suggests this work can be delayed at least for 1 financial year.

As a result there is \$664,000 in the budget for this work which can be removed.

6.3 Capping at other landfills

There is funding in the 24-25 budget to cease landfilling activities at the Barraba Landfill and to turn the facility into a small vehicle transfer station. Once the landfill is closed, remediation of the site, which will include some form of capping of the area used for landfilling, will be required. However, it is not necessary for the capping to proceed this financial year.

As a result, at present there is \$352,000 in the budget for this work which can be removed. Similarly there is presently \$247,000 for capping at the previously closed landfill at the Nundle facility and \$500,000 for capping at the previously closed Kootingal facility in the current financial year.

A program will be developed for the capping of all of Councils' closed landfills – including Nundle, Kootingal, Bendemeer and Barraba and Manilla, once land filling ceases, which will set out when capping will be completed at each of these locations.

It should also be noted the main cost associated with landfill capping is sourcing the material for use in the cap. Therefore, it may be that work does not proceed as planned until a suitable source of material can be located in a suitable location near the facility to be capped and/or capping is brought forward because of work undertaken by, for instance, Regional Services in a location near one of the landfills to be capped. These works may yield a surplus of material which is suitable for use in capping. In this case the capping may be brought forward to make use of this material.

(a) Policy Implications

Nil

(b) Financial Implications

The table below summarises the funds to be added and/or removed for the various projects as detailed in the report.

Project	Add to or remove from budget	Amount
SMRF – removal of equipment and other upgrades	Add	\$1,000,000
Completion of weighbridge upgrading works at Forest Road Landfill	Add	\$900,000
Construction of a roundabout at Forest Road Waste Management Facility	Add	\$540,000
Barraba Landfill – relocate fence, site office and other works	Add	\$55,000
Forest Road landfill – new cell		\$150,000
Leachate and drainage and works at Forest Road		\$175,000
Staged Capping at Forest Road	Remove	-\$442,000
Western void preliminaries Forest Road	Remove	-\$664,000
Landfill capping Barraba	Remove	-\$352,000
Nundle		-\$247,000
Kootingal		-\$500,000
Total	Additional	\$615,000

Should Council agree with the recommendation an additional \$615,000 will be required from the Waste Reserve to fund identified works.

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 6 – Working with and Protecting our Environment.

8.5 WATER INDUSTRY OPERATORS ASSOCIATION CONFERENCE - TAMWORTH NOVEMBER 2024

DIRECTORATE: WATER AND WASTE

AUTHOR: Daniel Coe, Manager - Water and Environmental Operations

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Water Industry Operators Association Conference - Tamworth November 2024”, Council:

- (i) agree to host the event and provide a total of \$10,000 as sponsorship to the organisers for the conference; and*
- (ii) funding for the sponsorship to be provided equally from the Water and Wastewater Reserves.*

SUMMARY

The Water Industry Operators Association will be holding their NSW annual conference in Tamworth at the Tamworth Regional Entertainment on 6 and 7 November 2024. Council has been approached by the Association requesting Council take hosting rights and provide cash sponsorship for the conference.

COMMENTARY

The Water Industry Operators Association (WIOA) is a not for profit organisation which is based in Shepparton, Victoria, and commenced as the Wastewater Purification Plant Superintendent and Operators Association in 1973. The Association is now a National Association with a primary role of facilitating the collection, development and exchange of quality information between people undertaking operational roles in the water industry. The Association's vision and goals are designed to promote the efficient, sustainable and best practice management of water and use of resources. The Association has over 900 individual and corporate members. WIOA produces a number of publications, stages numerous conferences, seminars and events focused on water operators annually.

The organisation has expanded its focus from just wastewater to now cover operational issues across all sectors of the water and wastewater industry.

As a not for profit organisation funds raised from conferences and publications are all directed back into the national water industry to assist in the development of appropriate training resources, recognition of water operators through prizes, awards and personal development programs, technical seminars and events which are usually run on a cost recovery basis. WIOA has run seminars and events in Queensland, Victoria, New South Wales, Western Australia and the Northern Territory and participated in events in South Australia, Tasmania and New Zealand. The Association aims to keep the cost of membership, conferences, seminars and publications low, to encourage participation. Tamworth Regional Council has been a corporate member of WIOA since 2003.

WIOA has run conferences for operators in Victoria since 1989, and commenced running conferences in New South Wales in 2007. Tamworth has hosted the New South Wales conference in in 2009, 2012, 2018 and 2022.

The conferences provide a forum for operators and water industry tradespersons to share knowledge and information. Prize winning presenters from conferences in other states are also invited to deliver their papers again at the New South Wales conference in order to share knowledge across the states. The trade exhibition provides a chance to discover new technology, equipment and ideas. Figures presented below show the number of delegates and trade exhibitors attending the last four conferences held in NSW/ACT.

	2024	2023	2022	2019	2018
Location	Tamworth	Canberra	Tamworth	Orange	Tamworth
Dates	6 & 7 November	1 & 2 November	6 & 7 April	3 & 4 April	11 & 12 April
Delegates & Exhibitors	Est. 470	469	360	414	415
Total Attendees	Est. 750	724	505	628	621
Number of exhibition sites	130	128	110	118	120

***Note the 2020 and 2021 conferences were not held due to COVID.*

The conference and exhibitions will be held at Tamworth Regional Entertainment and Conference Centre with the Awards Dinner being held at the Tamworth Town Hall.

WIOA has invited Council to host and sponsor the 2024 conference. Sponsorship provides the following promotional opportunities:

- Logo recognition as Host on all conference promotional items, the WIOA NSW conference website, and the Mobile App for the event;
- Banners at the entrance, on the main stage in the exhibition and in the papers room;
- Logo recognition on conference big screen at appropriate times during the conference;
- Opportunity to place a Council branded promotional item into the conference satchel;
- Welcome address to Delegates at the conference Opening Session (Wednesday 6 November from 9.00am);
- Address at the Awards Dinner and receipt of the conference charity cheque (Thursday 7 November);
- Opportunity to nominate the recipient of the charity donation to receive the raffle proceeds;
- Invitation for two representatives to attend the Chairman's Reception (Tuesday evening, 5 Nov); and
- Two non-transferable complimentary Delegate Registrations, normally assigned to the Mayor, General Manager or Director.

A document prepared by WIOA and providing details of the conference and sponsorship is **ATTACHED**, refer **ANNEXURE 1**.

Council must decide if it would like to sponsor the event. Council provided \$10,000 in sponsorship for the event in 2009, no sponsorship for the 2012 event, \$10,000 sponsorship in 2018 and \$10,000 sponsorship in 2022.

To evaluate the economic value of such events, Council uses, IdProfile's *Event Impact Calculator*. The event impact for the proposed conference is presented below.

Event Impact Summary - Water Industry NSW Conference & Exhibition			
Tamworth Regional Council - Modelling the effect of \$348,000 from a Business event with State significance			
	Output (\$)	Value-added (\$)	Local Jobs (annual jobs)
Direct impact	278,400	119,953	1.9
Industrial impact	133,808	54,477	0.5
Consumption impact	86,051	41,375	0.4
Total impact on Tamworth Regional Council economy	498,259	215,805	3
Assumptions			
<p>1. The event falls under the category of 'business' in terms of type of event and is a 'state' event in terms of 'event range' (in economy.id's categorisation)</p> <p>2. 750 attendees including delegates and other visitors will be overnight visitors</p> <p>3. Spending per overnight visitor will be \$232 per night - the value of spending per night by visitors staying in commercial accommodation during an overnight trip for the year ended June 2024 for New England North West as per Tourism Research Australia (TRA) data. The 'commercial accommodation' rate was used as this is categorised as a business event - indicating that most visitors are likely to stay in commercial accommodation. In contrast, many visiting family and relatives (VFR) segment stays with family and as a result the overall/general overnight average expenditure per visitor is lower.</p> <p>4. The event is a two-day event</p>			

Given the positive financial impacts of the event and opportunities presented for the local water industry, it is recommended that Council host and sponsor the event.

(a) Policy Implications

Nil

(b) Financial Implications

Should Council wish to sponsor the event then funding would be provided from the Water and Wastewater Reserves.

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus area 3 – Prosperity and innovation

8.6 PROPOSED LICENCE TO TAMWORTH MOUNTAIN BIKERS INCORPORATED OF LOT 337 AND 362 IN DEPOSITED PLAN 753848 AND LOT 397 AND 398 IN DEPOSITED PLAN 257195

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Paul Kelly, Manager - Sports and Recreation

RECOMMENDATION

That in relation to the report “Proposed Licence to Tamworth Mountain Bikers Incorporated of Lot 337 and 362 in Deposited Plan 753848 and Lot 397 and 398 in Deposited Plan 257195”, Council:

- (i) authorise the Mayor and General Manager to negotiate the terms of a new licence to Tamworth Mountain Bikers Incorporated as set out herein; and*
- (ii) authorise the affixing of the Seal of Council to the licence document and any other associated documentation.*

SUMMARY

The purpose of this report is to advise Council of the matters relating to Tamworth Mountain Bikers Incorporated and a proposed licence agreement between the two parties.

COMMENTARY

Tamworth Regional Council as Crown Land Manager for Reserve R1038128, had a licence agreement with Tamworth Mountain Bikers Incorporated between October 2019 and October 2024. The licence agreement was in regard to Lot 337 and 362 in Deposited Plan 753848 and Lot 397 and 398 in Deposited Plan 257195, commonly referred to as the Tamworth Mountain Bike Park.

With this licence agreement coming to an end, the Tamworth Mountain Bikers Incorporated have expressed their interest in the continuation of this arrangement with a further licence for this land. Figure 1 below shows the location of the proposed licence area.

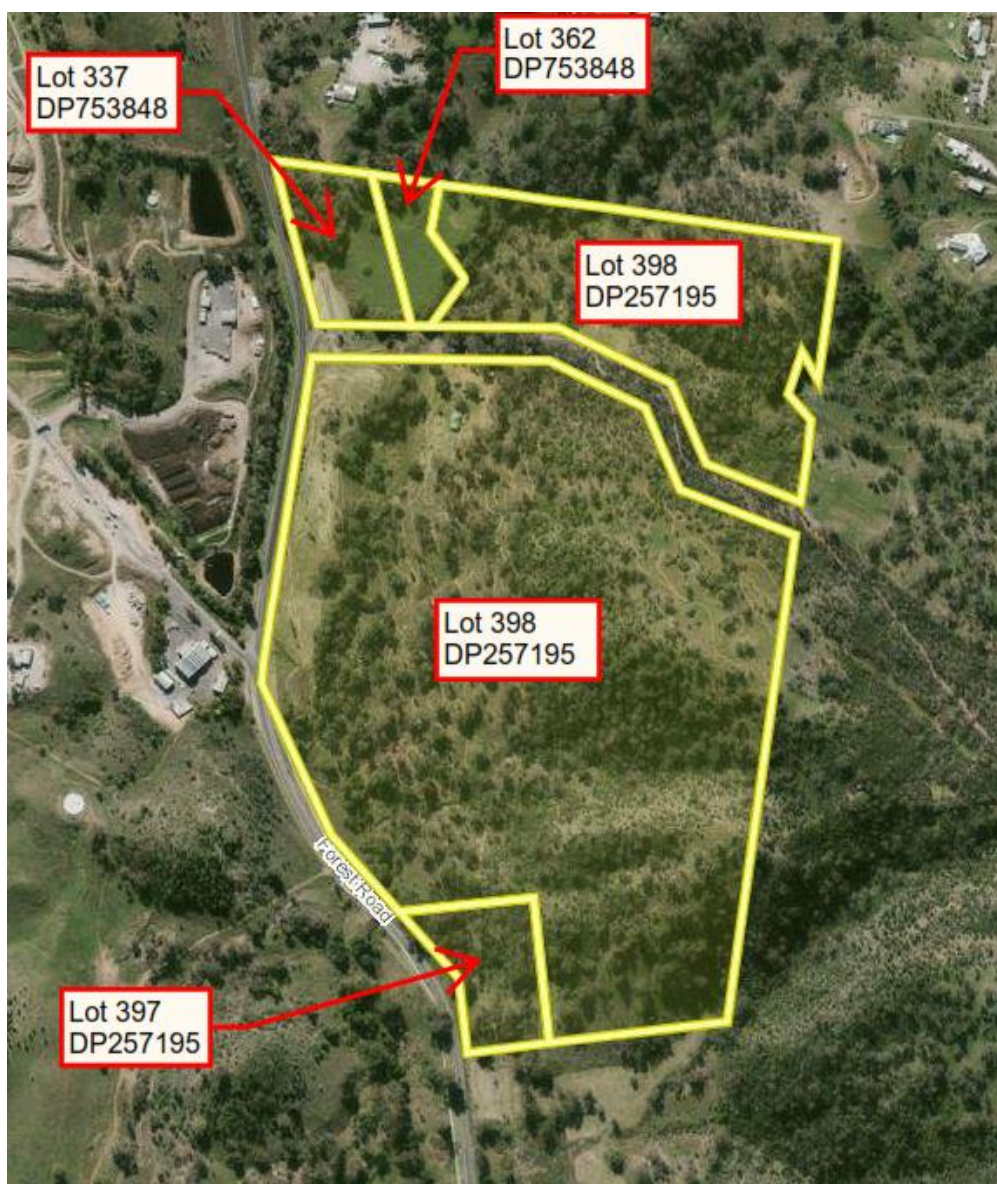


Figure 1 – Proposed licence area

Throughout the previous licence agreement, Council has been highly satisfied with the Tamworth Mountain Bikers Incorporated’s management of this site, which has included ongoing improvements to riding, walking and amenity facilities, as well as weed control, tree planting and environmental management.

Given the success of the current arrangement, it is recommended that Council give approval for staff to negotiate another licence term with Tamworth Mountain Bikers Incorporated in accordance with the details provided in Table 1 below.

Term	3 years (maximum available for Crown Land)
Option	Nil
Commencing rental	\$563.00 plus GST per annum

Annual increase	3% per annum
Outgoings	All outgoings

Table 1 – Proposed licence terms

These terms have been determined on the basis that the licence provides exclusive use and possession of the land to the licensee, and that Council is not seeking to recover a commercial return for the lease.

The commencing rental amount is calculated in line with a standard lease and licence fee that has been established across the Sports and Recreation division assets in recent years. Starting at \$500 in July 2020 and having had an annual increase of 3%, the current rate for 2024-2025 period is \$563 for all Sports and Recreation leases and licences, ensuring consistency across all assets.

(a) Policy Implications

Nil

(b) Financial Implications

The rental received from Tamworth Mountain Bikers Incorporated for the licence of the land and building will be allocated to the Sports and Recreation division budget.

(c) Legal Implications

The Seal of Council is required to be affixed to the lease.

The *Local Government (General) Regulation 2021, section 400(4)*, requires that the Seal of Council must not be affixed to a document unless the document relates to the business of the council and the council has resolved (by resolution specifically referring to the document) that the Seal be so affixed

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 2 – A liveable built environment

9 GOVERNANCE, STRATEGY AND FINANCE

9.1 REGIONAL CAPITALS AUSTRALIA MEMBERSHIP

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Paul Bennett, General Manager

RECOMMENDATION

That in relation to the report “Regional Capitals Australia Membership”, Council determine to not renew its membership for the 2024/2025 financial year.

SUMMARY

Tamworth Regional Council originally resolved to become a member of Regional Capitals Australia on 9 July 2013, and has maintained membership since that time. This report recommends that Council discontinue its membership due to declining membership, a reduction in the benefits received, and the ability to achieve similar outcomes through other organisations at no additional cost.

COMMENTARY

Regional Capitals Australia (RCA) was formally launched at the 2012 Australian Local Government Association National General Assembly in Canberra. RCA was formed to bring Australia’s 51 identified regional capital cities together as one unified voice. The RCA vision was to provide an alliance, a reference group, a ‘strength-in-numbers’ body that understands all things ‘regional capitals’. RCA remains active and continues to meet with, and make submissions to, the Federal Government on policy development, grant funding and common regional issues. However, the strong leadership role now being taken by the Regional Australia Institute (RAI) in developing policy and advocating for Regional Australia more broadly has to some extent superseded the role of RCA and membership numbers have continued to decline.

When Tamworth Regional Council resolved to join the RCA more than 30 regional cities had taken up membership and the annual fee was set at \$3,000 per annum. Current membership is just 21 of the 51 eligible cities and membership fees have risen to \$10,000 per annum (ex GST). Council also incurs additional expenses to participate in any delegations to meet with elected representative and staff of the Federal Government. It is appropriate that Council now consider whether to remain a member of RCA or whether the RAI and Australian Local Government Association together provide a more effective avenue to make representations to the Federal Government.

(a) Policy Implications

Nil

(b) Financial Implications

Council has made a provision in the 2024/25 budget to maintain its membership of RCA so a decision to not renew would deliver a saving of \$10,000.

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.2 WOOLBROOK BOUNDARY ADJUSTMENT – FILE NO

DIRECTORATE: OFFICE OF THE GENERAL MANAGER

AUTHOR: Karen Litchfield, Acting Executive Manager – Strategy & Performance

Reference: Item 9.1 to Ordinary Council 24 September 2013 - Minute No 302/13

Item 9.3 to Ordinary Council 10 March 2020 - Minute No 57/20

2 ANNEXURES ATTACHED

1 CONFIDENTIAL ENCLOSURES ENCLOSED

RECOMMENDATION

That in relation to the report “Woolbrook Boundary Adjustment”, Council:

- (i) note the report;*
- (ii) agree to the transfer of land identified in the map at ANNEXURE 1 be transferred from Tamworth Regional Council to Walcha Council; and*
- (iii) Council make an application to the Minister and the Governor for approval to alter the boundaries of Walcha Council and Tamworth Regional Council as identified on the map.*

SUMMARY

The purpose of this report is to request a Boundary Adjustment involving the locality of Woolbrook to Walcha Council.

COMMENTARY

Since amalgamation, Tamworth Regional Council (TRC) has been approached by Walcha Council (Walcha) on several occasions regarding the transfer of Woolbrook to Walcha Council. Woolbrook is located 65km from Tamworth and 29 km from Walcha 1 km off the Oxley Highway. The town is divided by the railway line with half in Walcha Council and half in Tamworth Regional Council. Council considered the proposal at its Ordinary Meeting on 24 September 2013, and resolved:

That in relation to the report “Local Government Boundary Adjustment”, Council:

- (i) approach Walcha Shire Council and the Woolbrook community to discuss a boundary adjustment for the town of Woolbrook; and*
- (ii) support “in principle” the making of an application to the Minister for Local Government for approval to alter the local government boundary as indicated in ANNEXURE 1.*

While discussions commenced in 2013, Niangala was also raised by Walcha to transfer, however Council was not inclined to consider Niangala at that time and the project was halted.

In 2018, Walcha staff approached TRC and again raised the possibility of transferring Woolbrook to Walcha Council. During the approach Walcha also noted they had been approached by residents in Niangala requesting Niangala be included in the discussions. This proposal to include Niangala was again rejected by TRC Councillors.

Discussions also progressed to include Campfire Road as the road weaves in and out of the Council boundaries, and it could be rectified as part of the boundary adjustment proposal should one proceed.

Maps showing the areas affected are **ATTACHED**, refer **ANNEXURE 1**. The boundary lines were determined by:

1. all properties where the owners have expressed interest in transferring to Walcha Council; and
2. ensuring that whole properties are transferred and not split between two Council areas.

Boundary adjustments are covered under Section 263 of the Local Government Act 1993. The Minister may approve the boundary adjustment or refer it to the Boundaries Commission. Council will want the Minister to approve this proposal instead of referring to the Boundaries Commission to minimise the time it will take to approve.

In order for the Minister to either approve a request or to refer to the boundary Commission, Council needs to consider the following issues from section 263 of the *Local Government Act 1993*.

- (a) *The financial advantages or disadvantages (including the economies or diseconomies of scale) of any relevant proposal to the residents and ratepayers of the areas concerned:*

Response: Rates of \$67,147 will no longer be paid to Tamworth Regional Council and Walcha will apply their rating structure to the transferred properties once proclaimed.;

To address rates and charges that may be payable in relation to the land. To address this, the following standard provision may be inserted in the Proclamation in relation to any outstanding rates and charges:

- 1) appropriate arrangements are to be made in relation to the rates and charges over the rateable parcels of land affected by this Proclamation; and
- 2) the General Manager of Walcha Council, and the General Manager of Tamworth Regional Council are to reach a negotiated agreement on the nature of those arrangements.

In the event that the General Managers cannot come to a negotiated agreement on the matter of rates and charges, the Councils shall request that the Minister for Local Government make a determination on that matter.

- (b) *the community of interest and geographic cohesion in the existing areas and in any proposed new area:*

Response: the boundary adjustment has been requested by the residents of Woolbrook who have identified that their local community of interest and geographic cohesion is with Walcha and not Tamworth.

- (c) *the existing history and traditional values in the existing areas and the impact of change on them:*

Response: there will be no change to the history or values of the existing areas.

- (d) *the attitude of the residents and ratepayers of the areas concerned:*

Response: the proposal has been requested by the community of Woolbrook for the boundary to be adjusted so they can join Walcha Council.

- (e) *the requirements of the area concerned in relation to elected representation for residents and ratepayers at the local level, the desirable and appropriate relationship between elected representatives and ratepayers and residents and such other matters as it considers relevant in relation to the past and future patterns of elected representation for the area:*

Response: this proposal will have no impact on the elected representation for residents and ratepayers of either Council.

- (e1) *the impact of any relevant proposal on the ability of the Councils of the areas concerned to provide adequate, equitable and appropriate services and facilities:*

Response: Tamworth Regional Council is currently providing most of the services to the affected properties with the exception of waste which Walcha provides and charges TRC. Walcha is providing all the services to properties on their side of Woolbrook town. The extension of services by Walcha to the rest of Woolbrook and identified properties will not disadvantage the community of Woolbrook.

It is noted that there are drainage issues with the Hall at Woolbrook that TRC plans to address before the transfer is proclaimed. All equipment and furniture in the Hall and the Community Mower will be transferred to Walcha also.

- (e2) *the impact of any relevant proposal on the employment of the staff by the Councils of the areas concerned:*

Response: no staff will be affected by this proposal.

- (e3) *the impact of any relevant proposal on rural communities in the areas concerned:*

Response: there will be no impact on rural communities in the area as a result of this proposal.

- (e4) *in the case of a proposal for the amalgamation of two or more areas, the desirability (or otherwise) of dividing the resulting area or areas into wards:*

Response: there will be no impact on wards in the areas as a result of this proposal as neither Council maintains a ward system.

- (e5) *in the case of a proposal for the amalgamation of two or more areas, the need to ensure that the opinions of each of the diverse communities of the resulting area or areas are effectively represented:*

Two community meetings have been held in Woolbrook. The first to restart the discussion on the 29 May 2024 and then another to confirm the boundary of the properties to be transferred on the 18 July 2024.

Community consultation was then undertaken with both Tamworth and Walcha communities to determine any issues from the wider communities.

The proposal opened to all community consultation from 1 August to 2 September 2024 for all Walcha and Tamworth community members to have their say. The overview report from the Community Consultation is **ATTACHED**, refer **ANNEXURE 2**. The list of the responses is **ATTACHED** for the information of Councillors, refer **CONFIDENTIAL ENCLOSURE 1**. There were no objections to the proposal.

- (f) *such other factors as it considers relevant to the provision of efficient and effective local government in the existing and proposed new areas:*

Response: there will be no impact on other factors as it considers relevant to the provision of efficient and effective local government in the existing and proposed new areas as a result of this proposal.

(a) Policy Implications

Nil

(b) Financial Implications

Tamworth Regional Council will transfer assets to the value of \$5.722M to Walcha Council, with a written down value of \$4.62M. The assets to be transferred are:

- 2 Bridges (one of which has shared ownership with Walcha)
- 28.08km unsealed road
- 1.02km sealed road
- 34 Minor Culverts
- 2 Buildings – Town Hall (Crown Land) and RFS Shed
- 5 Parks
- 1 Bus Shelter
- 2 Causeways

There are no liabilities to be transferred.

It should also be noted that TRC will get a lower calculation in the roads component of the annual financial assistance grants because its determined on road length. The impact if difficult to determine as it is not a simple calculation.

(c) Legal Implications

A request to the Minister for a Boundary Adjustment must comply with section 263 of the *Local Government Act 1993*.

(d) Community Consultation

The Boundary Adjustment has been requested by the residents of Woolbrook. Extensive community consultation has been undertaken with the communities of Tamworth Regional Council and Walcha Council and with the residents and land owners of Woolbrook.

(d) Delivery Program Objective/Strategy

Focus Group 9 - Open and collaborative leadership

9.3 APPOINTMENT OF CHAIR, EXTERNAL MEMBERS AND COUNCILLOR MEMBER TO THE AUDIT, RISK AND IMPROVEMENT COMMITTEE

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Karen Litchfield, Internal Auditor

RECOMMENDATION

That in relation to the report “Appointment of Chair, External Members and Councillor Member to the Audit, Risk and Improvement Committee”, Council:

- (i) appoint Mr Ron Gillard as Chair to the Audit, Risk and Improvement Committee until October 2026;*
- (ii) appoint Dr Meredith Caelli as an external independent member to the Audit, Risk and Improvement Committee until October 2026;*
- (iii) appoint Mr Glenn Inglis as an external independent member to the Audit, Risk and Improvement Committee until September 2028; and*
- (iv) appoint a Councillor as the Councillor Representative to the Audit, Risk and Improvement Committee for the ensuing 12 month term;*

SUMMARY

The purpose of this report is to appoint the Chair, external members and Councillor representative to the Audit, Risk and Improvement Committee following for the new term of Council.

COMMENTARY

Council is required under S428A of the *Local Governance Act 1993* to have an Audit, Risk and Improvement Committee. Tamworth Regional Council has operated an Audit, Risk and Improvement Committee since 2012, with three independent members and currently staggers the membership of the Committee to ensure continuation of the knowledge of Council operations, financial reporting and structure.

The current Chair of the Committee is Mr Ron Gillard and the external members are Dr Meredith Caelli and Mr Glenn Inglis. The appointment to the Audit, Risk and Improvement Committee is to be undertaken at the beginning of a new Council term.

Council may also elect to have a Councillor Representative as a non voting member of the Audit, Risk and Improvement Committee. Councillors are non voting members of the Committee to ensure decision making by the Committee is independent of Council, the role of the Councillor member is to act as an important link between the Governing Body and the Committee. A separate induction on the Audit, Risk and Improvement Committee will be held for the Councillor member.

Councillor members to an Audit, Risk and Improvement Committee should demonstrate the following:

- an ability to read and understand financial statements and a capacity to understand the ethical requirements of government (including potential conflicts of interest);
- a good understanding of one or more of the following: risk management, performance management, human resources management, internal and external auditing, financial reporting, accounting, management control frameworks, internal financial controls, governance (including planning, reporting and oversight), or business operations;

- a capacity to form independent judgements and willingness to constructively challenge/question management practices and information;
- a professional, ethical approach to the exercise of their duties and the capacity to devote the necessary time and effort to the responsibilities of a Councillor member of an Audit, Risk and Improvement Committee; and
- preparedness to undertake any training on the operation of Audit, Risk and Improvement Committees recommended by the Chair based on their assessment of the skills, knowledge and experience of the Councillor member.

The Mayor cannot be appointed as a Councillor member of Council's Audit, Risk and Improvement Committee.

(a) Policy Implications

Nil

(b) Financial Implications

Costs associated with the Internal Audit function are included in the 2024/2025 Annual Operational Plan.

(c) Legal Implications

Council is required under S428A of the *Local Government Act 1993* to have an Audit, Risk and Improvement Committee.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Group 9 - Open and collaborative leadership.

9.4 TRANSFER OF RESERVES TO UNRESTRICTED CASH JUNE 30, 2024

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Sherrill Young, Manager - Financial Services

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Transfer of Reserves to Unrestricted Cash June 30, 2024”, Council authorise:

- (i) transfer of \$4.5M from the Plant Replacement Reserve as at 30 June 2024 to Unrestricted Cash; and*
- (ii) transfer of \$4.5M back to Unrestricted Cash from the Plant Replacement Reserve in the first quarter of the 2024/2025 financial year.*

SUMMARY

As part of preparing the financial reports it is necessary to undertake a detailed review of cash and investments held to prepare Note C1-3, **ATTACHED**, refer **ANNEXURE 1**, which outlines how much of Council’s cash and investments are sitting in each of the following categories:

- a) Externally Restricted Cash;
- b) Internally Restricted Cash; and
- c) Unrestricted Cash.

In preparing the financial reports it became apparent that Council would have a negative unrestricted cash balance if funds were not transferred out of internal reserves to cover this temporary shortfall. This report is seeking authorisation for this transfer.

COMMENTARY

When preparing Council’s budget, a funding source is provided for each item of expenditure. When the funding source is grant funds, Council often does not receive that grant funding until after the project is complete or significant milestones have been achieved, which is an accepted financial practice. As Council grant funds are mostly coming from another level of Government and supported by an agreement the income source is a reliable one despite the timing of the payment.

The issue this creates is that Council funds the expenditure for the grant project from its own cash reserves until the payment of the grant is received. Throughout the year Council staff do not precisely keep track of how much of our own internal reserves are being used to fund grant projects as it is extremely time consuming and subject to constant change. Council also has in place our desired unrestricted cash levels (for general fund this is \$6M) to help ensure Externally Restricted Cash is not inadvertently used.

Once a year, for financial reporting purposes, Council goes through the exercise of precisely determining how much:

- externally Restricted Cash;
- internally Restricted Cash; and

- unrestricted Cash;

is actually available, with the total of all of these three sources having to add up to Council's total cash and investment figure; the process is time consuming and can take two to three weeks to finalise. Once finished the information regarding cash balances is reported in Note C1-3 in Council's financial reports, a draft of this note for the period ending 30 June 2024, is **ATTACHED** refer **ANNEXURE 1**.

In preparing this note for the financial year ending 30 June 2024 it became apparent that Council would have a negative unrestricted cash figure which, whilst not ideal, is able to be offset by transferring funds out of internally restricted cash as at 30 June. Cash totalling \$4.5M has been transferred from the Plant Replacement Reserve to ensure a positive unrestricted cash balance and likewise has been transferred back into this Reserve in the first quarter of this financial year.

The over drawing of unrestricted cash occurred because Council was owed money by the State and Federal Government for grants and GST. With regards to grants, the most significant amounts owed are \$3.0M by Transport for NSW for the Roadside Maintenance Council Contract, as well as \$3.3M for the Local Roads & Community Infrastructure Program and \$3.2M for various road renewal grants.

(a) Policy Implications

Nil

(b) Financial Implications

This transaction (the transfer) is within the Cash and Investment categories. It will not impact the total cash and investment balance as at 30 June 2024.

With the transfer Council is showing a positive unrestricted cash figure of \$1.5M as at 30 June 2024 as indicated in draft Note C1-3 (c). Without the transfer internal allocations as per draft Note C1-3 (b) would have been \$26.9M but unrestricted cash would have been negative \$3.0M.

The financial reports will remain as draft until the audit process is complete.

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership.

9.5 COUNCIL INVESTMENTS AUGUST 2024 AND SEPTEMBER 2024

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Sherrill Young, Manager - Financial Services
Robyn Barnes, Accountant

2 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Council Investments August 2024 and September 2024”, Council receive and note the report.

SUMMARY

In accordance with *Local Government (General) Regulation 2021*, Clause 212, the purpose of this report is to provide Council with a register of investments held as at 31 August 2024 and 30 September 2024. The report also provides Responsible Accounting Officer certification that investments comply with the *Local Government Act 1993*, *Local Government (General) Regulation 2021* and Council’s Investment Policy. The register and accompanying certification can be found **ATTACHED**.

COMMENTARY

At its September meeting the Reserve Bank left interest rates on hold. Despite inflation falling when compared to its 2022 peak it has not fallen much over the last twelve months. The Reserve Bank does not see inflation dropping to its desired target range of range of between 2 – 3% until late 2025. Also of interest in the Reserve Bank media release was its commentary around continued high vacancies in the labour market.

Council’s average return on investments was 5.08% for August and 5.07% for September, with longer term interest rates dropping from previous highs of 5.45% in June to 4.95% in September.

Council’s portfolio performed above the industry average, returning 5.07% in September against the three-month Bank Bill Swap rate of 4.43%.

The register **ATTACHED**, refer **ANNEXURE 1** shows Council’s cash and investment holdings as at 31 August 2024.

The register **ATTACHED**, refer **ANNEXURE 2**, shows Council’s cash and investment holdings as at 30 September 2024.

(a) Policy Implications

All of Council’s investments are held in accordance with the Tamworth Regional Council Investment Policy.

(b) Financial Implications

Increases in interest rates will have a positive impact on the return on Council investments, however these are negated by persistent inflationary pressures.

(c) Legal Implications

All of Council’s investments are held in accordance with the Tamworth Regional Council Investment Policy, which accords with the requirements of:

- *Local Government Act 1993* – Section 625;

- *Local Government Act 1993* – Order (of Minister) dated 16 November 2000; The Trustee Amendment (Discretionary Investments) Act 1997 – Sections 14A (2), 14C (1) and 2;
- *Local Government (General) Regulation 2021* – Clauses 212; and
- *Local Government Code of Accounting Practice & Financial Reporting* – Update No 15 dated June 2007.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.6 ANNUAL OPERATIONAL PLAN 2024/2025 BUDGET VARIATION REPORT - AUGUST 2024

DIRECTORATE: CORPORATE AND GOVERNANCE

AUTHOR: Laura Mills, Corporate Accountant

Reference: Item to Ordinary Council 25 June 2024 - Minute No 148/24

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Annual Operational Plan 2024/2025 Budget Variation Report - August 2024”, Council note and approve the variations to the existing budget as listed in ATTACHED refer ANNEXURE 1 to the report.

SUMMARY

This report seeks Council approval for budget variations identified during August 2024, for which there has been no previous specific report or approval.

COMMENTARY

Council adopted the original budget included in the Annual Operational Plan for 2024/2025 at the Ordinary Meeting of Council held 25 June 2024. Any changes to the budget must be approved by Council at a later Ordinary Meeting. The budget forms the basis for future forecasts and the legal authority for staff to commit expenditures. Constant monitoring and updating of the budget is important for sound financial management.

Readers of this report are reminded that its contents should not be viewed in isolation. Quarterly Budget Review Statements provide additional revised information for budget forecasts and actual year-to-date results. The quarterly report for the July to September quarter will be presented to Council in November.

During the month of August, budget adjustments were processed for new grants received refer **ANNEXURE 1**, including the Tech Savvy Seniors Grant for the 2024/2025 Financial Year. We also received grant funding from the Department of Education for South Year-Round Care Kitchen Renovations, as well as Sustainability Support, as part of the Community Child Care Fund (CCCF) Round 4 Grant Program. The Moonbi Museum has received funding from Museums and Galleries NSW as part of the Lights On, Doors Open

Stipend Grant to fund the Moonbi Museum interpretation and labelling project. Grant funds were received from the Country Passenger Transport Infrastructure Grants Scheme.

The Pavement Renewal project at Carthage Street has had a funding change, in which Local Roads and Community Infrastructure Program funding of \$53,332 has replaced reserve funding previously budgeted for, improving council's financial position.

August 2024 Budget Variations

Description	Budget Variation	Operating Income	Operating Expenses	Capital Income	Capital Expenses
Learning Communities	0	(9,091)	9,091	0	0
Community Safety & Wellbeing	(43,017)	(69,875)	26,858	(11,649)	11,649
Future Communities	103,650	(2,000)	105,650	0	0
Plant Fleet & Buildings	15,636	0	0	0	15,636
Operations & Projects	(43,332)	0	0	(146,500)	103,168
TOTAL	32,937	(80,966)	141,599	(158,149)	130,453

Black budget variation will *reduce* Council's forecast operating result and/or bank account

Green budget variation will **increase** Councils forecast operating result and/or bank account

(a) Policy Implications

Nil

(b) Financial Implications

The variations included in the report have the following impact on forecast results for 2024/2025 by fund of:

Fund	Operating Income	Operating Expenses	Capital Income	Capital Expenses
General	(80,966)	141,599	(158,149)	130,453
Water	0	0	0	0
Sewer	0	0	0	0

Total	(80,966)	141,599	(158,149)	130,453
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(c) Legal Implications

This report is in compliance with the following sections of the *Local Government (General) Regulation 2021*:

- 211 authorisation of expenditure; and
- 202 Responsible Accounting Officer to maintain system for budgetary control.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.7 ANNUAL OPERATIONAL PLAN 2024/2025 BUDGET VARIATION REPORT - SEPTEMBER 2024

DIRECTORATE: CORPORATE AND GOVERNANCE

AUTHOR: Laura Mills, Corporate Accountant

Reference: Item to Ordinary Council 25 June 2024 - Minute No 148/24

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Annual Operational Plan 2024/2025 Budget Variation Report - September 2024”, Council note and approve the variations to the existing budget as listed in ATTACHED refer ANNEXURE 1 to the report.

SUMMARY

This report seeks Council approval for budget variations identified during September 2024, for which there has been no previous specific report or approval.

COMMENTARY

Council adopted the original budget included in the Annual Operational Plan for 2024/2025 at the Ordinary Meeting of Council held 25 June 2024. Any changes to the budget must be approved by Council at a later ordinary meeting. The budget forms the basis for future forecasts and the legal authority for staff to commit expenditures. Constant monitoring and updating of the budget is important for sound financial management.

Readers of this report are reminded that its contents should not be viewed in isolation. Quarterly Budget Review Statements provide additional revised information for budget forecasts and actual year-to-date results. The quarterly report for the July to September quarter will be presented to Council in November.

During the month of September, the Executive Leadership Team endorsed a new project to integrate Aboriginal artwork into the corporate branding of Tamworth Regional Council; an amount of \$38,230 has been allocated.

An amount of \$17,250 has been allocated to develop and implement a Child Safe Framework. Progress is continuing with the Aquatic Centre project, with a budget adjustment of \$250,000 allocating funds previously approved by Council to continue with the design phase (TRAC and NICSH Stage 1 Prelims).

New projects included funds being allocated from Waste, Water and General Fund towards a new energy audit project. Water and Waste have allocated \$50,000 to undertake a research trial at the reuse farm in relation to effluent reuse for cropping.

Grant funds totalling \$48,287 have been returned due to under expenditure on projects including the Rail Slew Power Relocation, Rail reactivation and Rail Slew Gas Protection Slab projects.

September 2024 Budget Variations

Description	Budget Variation	Operating Income	Operating Expenses	Capital Income	Capital Expenses
Creative Communities & Experience	38,230	0	38,230	0	0
Legal	20,000	0	20,000	0	0
Office of the General Manager	17,250	0	17,250	0	0
Strategy & Performance	3,727	0	3,727	0	0
Project Costing	334,178	0	0	48,287	285,891
Waste Management	51,119	0	10,500	0	40,619
Water & Wastewater	113,000	0	113,000	0	0
Water & Waste – General Fund	91,899	0	93,075	0	(1,176)
TOTAL	669,403	0	295,782	48,287	325,334

Black budget variation will *reduce* Council's forecast operating result and/or bank account

Green budget variation will *increase* Councils forecast operating result and/or bank account

(a) Policy Implications

Nil

(b) Financial Implications

The variations included in the report have the following impact on forecast results for 2024/2025 by fund of:

Fund	Operating Income	Operating Expenses	Capital Income	Capital Expenses
General	0	182,782	48,287	325,334
Water	0	63,000	0	0
Sewer	0	50,000	0	0
Total	0	295,782	48,287	325,334

(c) Legal Implications

This report is in compliance with the following sections of the *Local Government (General) Regulation 2021*:

- 211 authorisation of expenditure; and
- 202 Responsible Accounting Officer to maintain system for budgetary control.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.8 DELEGATION OF FUNCTION - GENERAL MANAGER

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services
1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Delegation of Function - General Manager”, Council:

- (i) revoke all previous delegations of Functions the subject of this Instrument;*
- (ii) grant the person who from time to time holds the position of General Manager of Council being at the date of this instrument Paul Bennett, delegated authority under:*
 - 1. Section 377 of the Local Government Act 1993, to exercise and/or perform on behalf of Council the Council’s Functions under all Acts and Regulations in force and as amended from time to time:*
 - a. subject to any condition or limitation on a Function specified in Schedule 1, refer Annexure 1; and*
 - b. excluding those Functions:*
 - i. that are expressly prohibited from delegation as listed under Section 377 of the Local Government Act 1993;*
 - ii. which are expressly required by legislation to be exercised by a resolution of Council;*
 - 2. Section 68 of the Noxious Weeds Act 1993, to exercise and/or perform on behalf of Council the Functions of Council (other than the power of delegation) under the Noxious Weeds Act 1993;*
- (iii) grant the General Manager sub-delegated authority to exercise and/or perform on behalf of Council the Functions delegated to Council under, and in accordance with, the instrument of delegation to Council set out in Schedule 2, refer ANNEXURE 1, excluding those Functions which pursuant to the terms of the delegation to Council may not be sub-delegated;*
- (iv) confer the General Manager authority to carry out the Policy Authorities listed in Schedule 3, refer ANNEXURE 1, and undertake any administrative actions necessary to carry out those Policy Authorities;*
- (v) delegate the General Manager any Function which is taken to be conferred or imposed on Council pursuant to section 381(1) of the Local Government Act 1993;*
- (vi) determine in the absence of the General Manager that a person appointed by the Mayor to act as General Manager assume all Functions, delegations, and sub-delegations of the General Manager for the period only of the absence of the General Manager unless otherwise resolved by Council;*
- (vii) acknowledge these delegations and authorities are subject to, and are to be exercised in accordance with:*
 - 1. the requirements of the relevant Legislation;*
 - 2. any conditions or limitations set out in Schedule 1; and*

3. any resolution or policy, procedure or budget adopted from time to time by Council; and

(viii) determine that these delegations and authorities are effective from the date of the Resolution of Council and remain in force until amended or revoked by a resolution of Council.

SUMMARY

The purpose of this report is to alter the delegation of functions by Council to the General Manager to ensure that the decisions and actions of the General Manager are supported by appropriate delegated authority.

COMMENTARY

Section 377 of the Local Government Act 1993 provides for the delegation of Council functions to the General Manager with the exception of the following functions which must be exercised by the Council:

- (a) the appointment of a general manager;
- (b) the making of a rate;
- (c) a determination under section 549 as to the levying of a rate;
- (d) the making of a charge;
- (e) the fixing of a fee;
- (f) the borrowing of money;
- (g) the voting of money for expenditure on its works, services or operations;
- (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment);
- (i) the acceptance of tenders to provide services currently provided by members of staff of the council;
- (j) the adoption of an operational plan under section 405;
- (k) the adoption of a financial statement included in an annual financial report;
- (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6;
- (m) the fixing of an amount or rate for the carrying out by the council of work on private land;
- (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work;
- (o) the review of a determination made by the council, and not by a delegate of the council; of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*;
- (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194;

- (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons;
- (r) a decision under section 234 to grant leave of absence to the holder of a civic office;
- (s) the making of an application, or the giving of a notice, to the Governor or Minister;
- (t) this power of delegation; and
- (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

In the past the delegation has been drafted to the person and not the position, which has resulted in a new delegation being created each time a senior staff member is acting in the role. This delegation covers staff acting in the role of General Manager through a memo signed by the Mayor.

The delegation recommended in the resolution, provides a very broad power for the General Manager to exercise Council functions, while at the same time, preserving the express limitations on the delegation as required by the Local Government Act 1993. This delegation provides security for Council to ensure that routine tasks performed by the General Manager or other professional staff under delegation are supported by a proper delegated authority.

(a) Policy Implications

Nil

(b) Financial Implications

Nil

(c) Legal Implications

Council is authorised under section 377 of the Local Government Act 1993 to pass a resolution delegating to the General Manager any of the functions of the Council, other than the following:

- (a) the appointment of a general manager;
- (b) the making of a rate;
- (c) a determination under section 549 as to the levying of a rate;
- (d) the making of a charge;
- (e) the fixing of a fee;
- (f) the borrowing of money;
- (g) the voting of money for expenditure on its works, services or operations;
- (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment);
- (i) the acceptance of tenders to provide services currently provided by members of staff of the council;
- (j) the adoption of an operational plan under section 405;

- (k) the adoption of a financial statement included in an annual financial report;
- (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6;
- (m) the fixing of an amount or rate for the carrying out by the council of work on private land;
- (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work;
- (o) the review of a determination made by the council, and not by a delegate of the council; of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*;
- (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194;
- (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons;
- (r) a decision under section 234 to grant leave of absence to the holder of a civic office;
- (s) the making of an application, or the giving of a notice, to the Governor or Minister;
- (t) this power of delegation; and
- (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

The Delegation of Functions to be conferred on the General Manager on and as from 22 February 2022 are in accordance with section 377 of the Act and do not delegate any of the functions of the Council identified in (a) to (u) above.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.9 GOVERNANCE STRUCTURE

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services

RECOMMENDATION

That in relation to the report “Governance Structure”, Council maintain the current Governance Structure for the ensuing term of two Ordinary Council Meetings held on the second and fourth Tuesday of each month commencing at 6:30pm.

SUMMARY

The purpose of this report is to:

- (i) note that Council is required under section 365 of the Local Government Act 1993 to meet at least 10 times each year, each time in a different month;
- (ii) review the effectiveness and continued relevance of the Meeting structure which operated in the previous term of Council; and
- (iii) review the time and date of Council and/or Committee Meetings.

COMMENTARY

Ordinary Meetings of the Council are held on the 2nd and 4th Tuesday of each month commencing at 6:30pm with a target completion time of not later than 9:30pm.

Matters determined by Ordinary Meetings will include all those non-delegable functions identified in Section 377 of the Local Government Act 1993, as follows:

- the appointment of a general manager;
- the making of a rate;
- a determination under section 549 as to the levying of a rate;
- the making of a charge;
- the fixing of a fee;
- the borrowing of money;
- the voting of money for expenditure on its works, services or operations;
- the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment);
- the acceptance of tenders to provide services currently provided by members of staff of the Council;
- the adoption of an operational plan under Section 405;
- the adoption of a financial statement included in an annual financial report;
- a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6;
- the fixing of an amount or rate for the carrying out by the Council of work on private land;

- the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the Council for the carrying out of any such work;
- the review of a determination made by the Council, and not by a delegate of the Council, of an application for approval or an application that may be reviewed under section 82A of the Environmental Planning and Assessment Act 1979;
- the power of the Council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194;
- a decision under section 356 to contribute money or otherwise grant financial assistance to persons;
- a decision under section 234 to grant leave of absence to the holder of a civic office;
- the making of an application, or the giving of a notice, to the Governor or Minister;
- this power of delegation; and
- any function under this or any other Act that is expressly required to be exercised by resolution of the Council.

Other matters and functions determined by Ordinary Council Meetings will include:

- Mayor and Councillors Annual Fees;
- Payment of Expenses and Provision of Facilities to Mayor and Councillors;
- Delegation of Functions to General Manager and Principal Committees;
- Code of Conduct;
- Code of Meeting Practice;
- Annual Financial Reports, Auditors Reports, Annual Reports and Statement of the Environment Reports;
- Performance of the General Manager;
- Acceptance of Council Tenders; and
- Controversial development applications.

(a) Policy Implications

It is a matter of Council policy to assess and determine whether the existing Council Meeting structure:

- (i) continues to be relevant;
- (ii) is an effective local governance decision making structure;
- (iv) is focussed on the community; and
- (v) the most appropriate citizen participation and community engagement local governance structure available to Council given local circumstances and dictates.

Now is the opportunity to review the existing structure and consider alternatives for an effective, efficient, environmentally responsible, sustainable and open system of local government within the Tamworth Regional Council local government area.

(b) Financial Implications

Nil

(c) Legal Implications

The current Council structure satisfies all of the legal requirements of the Local Government Act 1993 and the Local Government (General) Regulation 2021.

(d) Community Consultation

Business Papers for Council Meetings are available by 12:00pm on the Friday prior to the Council Meeting. Public Forum is held on the 2nd Tuesday of every month at 6:00pm by registration only. Community Consultation is held at the start of every Council Meeting by registration only, on items in the Business Paper. Registrations for Public Forum and Community Consultation close at 4:30pm on the Monday prior to the Meeting.

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.10 COUNCILLOR ANNUAL FEES FOR 2024/2025 FINANCIAL YEAR

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services

Reference: Item 9.6 to Ordinary Council 28 May 2024 - Minute No 116/24

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Councillor Annual Fees for 2024/2025 Financial Year”, Council fix and determine the annual fee payable to Councillors and Mayor of Tamworth Regional Council for the 2024/2025 financial year effective from 1 October 2024, at the maximum allowable amount for a Regional Centre Council.

SUMMARY

The purpose of this report is to advise the newly elected Council on the Local Government Remuneration Tribunal’s decision on the range of fees payable to Councillors and Mayors for 2024/2025 noting that this was deferred at Council’s Ordinary Meeting on 28 May 2024.

COMMENTARY

At Ordinary Council Meeting on 28 May 2024, the following was resolved by Council:

That in relation to the report “Councillor Annual Fees for the 2024/2025 Financial Year”, Council fix and determine the annual fee payable to Councillors and Mayor of Tamworth Regional Council for the 2024/2025 remain at the same rate as 2023/2024 until such time as the new Council is elected in September 2024.

The Local Government Remuneration Tribunal handed down its 2023 report on 29 April 2024, and determined that there be a 3.75% increase in the fees payable to Councillors and Mayors in the next financial year given the current economic and social circumstances. The full 2024 Annual Review is **ATTACHED**, refer **ANNEXURE 1**.

The Tribunal must determine the categories of Councils and Mayoral offices at least once every three years under section 239 of the Local Government Act, a review of the categories was undertaken last year and Tamworth Regional Council remains in the Regional Centre category.

Pursuant to s.241 of the Local Government Act 1993, the annual fees to be paid in each of the categories to Councillors, Mayors, Members and Chairpersons of County Councils effective on and from 1 July 2024, are determined as follows:

Category		Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
		Minimum	Maximum	Minimum	Maximum
General Purpose Councils Metropolitan	Principal CBD	30,720	45,070	188,010	247,390
	Major CBD	20,500	37,960	43,530	122,640
	Metropolitan Major	20,500	35,890	43,530	110,970
	Metropolitan Large	20,500	33,810	43,530	98,510
	Metropolitan Medium	15,370	28,690	32,650	76,190
	Metropolitan Small	10,220	28,690	21,770	49,170
General Purpose Councils Non-metropolitan	Major Regional City	20,500	35,620	43,530	110,970
	Major Strategic Area	20,500	35,620	43,530	110,970
	Regional Strategic Area	20,500	33,810	43,530	98,510
	Regional Centre	15,370	27,050	31,980	66,800
	Regional Rural	10,220	22,540	21,770	49,200
	Rural Large	10,220	18,340	16,330	39,350
	Rural	10,220	13,520	10,800	29,500
County Councils	Water	2,030	11,280	4,360	18,520
	Other	2,030	6,730	4,360	12,300

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2))

(a) Policy Implications

It is a policy decision of the Council to fix and determine the annual fee payable to a Councillor and the Mayor with the restriction that the respective fees must not exceed the maximum amount as determined by the Local Government Remuneration Tribunal.

(b) Financial Implications

The 2024/2025 Mayoral/Councillor Annual Fees budget will be adjusted by the amount determined by Council and funded by Unrestricted Cash.

(c) Legal Implications

Section 248 of the Local Government Act 1993, provides that a Council must pay each Councillor an annual fee in accordance with appropriate determination made by the Local Government Remuneration Tribunal.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.11 REVIEW OF GENERAL POLICY REGISTER

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services
Reference: Item 9.1 to Ordinary Council 10 September 2024 - Minute No 247/24

1 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Review of General Policy Register”, Council:

- (i) formally revoke or amend all previous General Policies; and*
- (i) confirm adoption of the updated General Policy Register as identified in ANNEXURE 1.*

SUMMARY

The purpose of this report is to advise Council that no public submissions have been received following public exhibition of the General Policy Register and for Council to adopt the updated General Policy Register.

COMMENTARY

Council at its Ordinary Meeting held 10 September 2024, resolved as follows:

That in relation to the report “Review of General Policy Register” Council:

- (i) endorse the proposed revocation or amendment of the General Policies identified in the Annexures and advertise the proposed changes for a period of 28 days for public comments prior to formal revocation or amendment by Council; and*
- (ii) request a further report to Council following the review period to consider any public comments received and adopt the General Policy Register.*

The General Policy Register was placed on public exhibition for a period of 28 days and no submissions were received. Several minor changes were recommended by Council to be undertaken at the Ordinary Meeting 10 September 2024, and these have been reflected in the updated General Policy Register.

Additionally, an alteration has been made to the following Policy in the Register

Payment of Expenses and Provision of Facilities to Councillors	The addition of optional Superannuation under 'expenses or facility' in the included table In accordance with changes made to the Local Government Act 1993 in 2021.
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(a) Policy Implications

The General Policy Register provides direction to staff and Council on matters relating to Council operations.

(b) Financial Implications

Nil

(c) Legal Implications

Nil

(d) Community Consultation

The General Policy Register was placed on public exhibition for a period of 28 days from 13 September 2024 to 10 October 2024, and no submissions were received.

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

9.12 LOCAL GOVERNMENT (NSW) CONFERENCE NOMINATIONS FOR VOTING DELEGATES

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Lisa May, Coordinator Governance and Executive Services
Reference: Item 9.2 to Ordinary Council 23 July 2024 - Minute No 181/24

RECOMMENDATION

That in relation to the report “Local Government (NSW) Conference Nominations for Voting Delegates”, Council:

- (i) authorise the Mayor, Deputy Mayor and two Councillors to attend as Voting Delegates with the General Manager; and*
- (ii) nominate other interested Councillors to attend the Conference as observers.*

SUMMARY

The purpose of this report is to nominate Councillor voting delegates to attend the Annual Conference on 17-19 November 2024, at Tamworth Regional Entertainment Conference Centre.

COMMENTARY

The 2024 Local Government NSW Annual Conference will be held at Tamworth Regional Entertainment and Conference Centre from Sunday 17 November 2024 to Tuesday 19 November 2024.

Council at its Ordinary Meeting held 23 July 2024, resolved as follows:

That in relation to the report “Local Government (NSW) Conference Nominations for Voting Delegates”, Council:

- (i) authorise the Mayor, Deputy Mayor and two Councillors to attend the 2024 Local Government NSW Conference as Voting Delegates together with the General Manager; and*
- (ii) nominate all other Councillors to attend the Conference as observers in accordance with Council’s Policy for attendance of observers.*

Tamworth Regional Council has been allocated four Voting Delegates, with all other Councillors to attend as observers. Each member must nominate its delegates to the Conference by Wednesday, 6 November, 2024.

(a) Policy Implications

Councillor(s) are authorised to attend the LGNSW Annual Conference in accordance with Council’s policy relating to the *Payment of Expenses and Provision of Facilities to Councillors*.

Approval arrangements for Councillor discretionary trips, attendance of Councillors at conferences, seminars, forums, workshops, professional development programs and/or other significant expenses and facilities under this policy and for insurance purposes must be authorised by way of a formal resolution of an Ordinary Meeting of the Council.

(b) Financial Implications

Councillors have been allocated the sum of \$2,000 annually to specifically provide for attendance at the Local Government NSW Annual Conference. Authorisation of the attendance of Councillors is by way of a resolution of the Council.

As this Conference is hosted in Tamworth in 2024, Council has been given complimentary Tickets for each of the four nominated Voting Delegates.

(c) Legal Implications

Council’s formal resolution for the attendance of any Delegate is required for insurance purposes whilst the Representatives are performing bona fide Council duties.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership

10 COMMUNITY SERVICES

Nil

11 REPORTS TO BE CONSIDERED IN CLOSED COUNCIL

RECOMMENDATION

That the confidential reports as listed be considered in a Meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993.

PROPOSED LEASE OF COUNCIL LAND - 25A ROBERT STREET SOUTH TAMWORTH

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Kirrilee Ringland, Manager - Property and Legal Services
Reference: Item 8.1 to Ordinary Council 10 June 2014 - Minute No 146/14
1 CONFIDENTIAL ENCLOSURES ENCLOSED

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (d)i&(d)ii of the local Government Act 1993 on the grounds that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of Council.

SUMMARY

The purpose of this report is to seek Council's authorisation to enter into a new Lease of the building at 25A Robert Street, Tamworth, to the Girl Guides Association of New South Wales.

TENDER T063-2024 - DESIGN, SUPPLY AND INSTALLATION OF PUBLIC AMENITIES AT PIALLAMORE RECREATION GROUND

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Trent Harding, Project Officer

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (a),(c),(d)i&(d)ii of the local Government Act 1993 on the grounds that the matter and information is personnel matters concerning particular individuals other than Councillors., information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business, commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it and information that would, if disclosed, confer a commercial advantage on a competitor of Council.

SUMMARY

The purpose of this report is to seek Council's approval to award tender T063-2024 for the Design, Supply and Installation of Public Amenities at Piallamore Recreation Ground.

KOOTINGAL SOLAR FARM DEVELOPMENT - APPROVAL FOR EASEMENT OVER COUNCIL LAND

DIRECTORATE: WATER AND WASTE

AUTHOR: Daniel Coe, Manager - Water and Environmental Operations

2 CONFIDENTIAL ENCLOSURES ENCLOSED

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (d)i of the local Government Act 1993 on the grounds that the matter and information is commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.

SUMMARY

The purpose of this report is to seek Council approval to agree to the creation of an electrical easement for the new electrical infrastructure constructed as part of a commercial alternative energy enterprise adjoining Council's land.