

BUSINESS PAPER

Ordinary Council Meeting

To be held on

Thursday, 28 August 2025



Statement of Ethical Obligations

Councillors are reminded of their Oath or Affirmation of Office made under Section 233A of the *Local Government Act 1993* and their obligation under Council's Code of Conduct to disclose and appropriately manage Conflicts of Interest.

Conflicts of Interest

All Councillors must declare and manage any conflicts of interest they may have in matters being considered at Council meetings in accordance with the Council's Code of Conduct. All declarations of conflicts of interest and how the conflict was managed will be recorded in the minutes of the meeting at which the declaration was made.

Recording of Council Meetings

This Council meeting is being recorded and will be made publicly available on the Council's website and persons attending the meeting should refrain from making any defamatory statements.

Council meetings should be:

Transparent:	Decisions are made in a way that is open and accountable.
Informed:	Decisions are made based on relevant, quality information.
Inclusive:	Decisions respect the diverse needs and interests of the local community.
Principled:	Decisions are informed by the principles prescribed under Chapter 3 of the Act.
Trusted:	The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.
Respectful:	Councillors, staff and meeting attendees treat each other with respect.
Effective:	Meetings are well organised, effectively run and skilfully chaired.
Orderly:	Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.



Notice is herewith given of an

ORDINARY MEETING

That will be held at the Glen Innes Severn Learning Centre,
William Gardner Conference Room, Grey Street, Glen Innes on:
Thursday, 28 August 2025 at 9:00 AM

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Bernard Smith
General Manager

- 1 ACKNOWLEDGEMENT OF COUNTRY**
- 2 OPENING WITH PRAYER**
- 3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS**
- 4 MINUTES OF PREVIOUS ORDINARY MEETING - 24 JULY 2025 TO BE CONFIRMED**
- 5 DISCLOSURE OF CONFLICT OF INTERESTS:
PECUNIARY AND NON-PECUNIARY INTERESTS**
- 6 MAYORAL MINUTE(S)**

7 REPORTS TO COUNCIL

REPORT TITLE: 7.1 RESOLUTION TRACKING REPORT

REPORT FROM: General Manager’s Office

PURPOSE

The purpose of this report is to provide Councillors with an update on the outstanding resolutions from previous Ordinary and Extraordinary Council Meetings (**Annexure A**) along with an update on the resolutions from previous meetings that have been completed since the last report (**Annexure B**).

RECOMMENDATION

That Council notes the information contained in this report.

REPORT

Council makes Resolutions at each Ordinary and Extraordinary Council Meeting. These Resolutions are then actioned to appropriate staff members to follow up in a timely and professional manner. The Outstanding Actions Report (Annexure A) provides a framework to monitor and manage all outstanding Council Resolutions.

The table below provides details the progress on Council Resolutions:

Outstanding Actions reported at the July 2025 Council Meeting	24
New actions assigned following July 2025 Council Meeting	23
Actions completed since the previous report	-23
Outstanding Actions as of Friday 18 July 2025	24

Annexure A provides the most recent comments, from the responsible officers, as of Friday, 22 August 2025.

Annexure B outlines the 23 Council Resolution actions that have been completed since the report presented to Council in July 2025.

KEY CONSIDERATIONS

Financial/Asset Management

Nil.

Policy

Nil.

Risk

There is a risk that Council staff may not action Council Resolutions without undue delay, in an accurate and professional manner. This report aims to mitigate this risk by managing accountability and promoting transparency.

Consultation

Various responsible officers within Council.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report links to Council’s Delivery Program *Open and Collaborative Leadership Strategy O1.3.3* Continually improve & optimise organisational culture and effectiveness by fostering a high-performance values-driven workplace that supports innovation accountability & collaboration while delivering efficient & responsive services to the community.

CONCLUSION

It is important that all Council Resolutions are followed up in a timely, accurate and professional manner. This assists in building confidence, with the Councillors and the community, that Council is a transparent, efficient, and professionally run organisation.

ATTACHMENTS

- Annexure A Actions Outstanding as at 22.8.25
- Annexure B Actions Completed from 19.7.25 to 22.8.25

REPORT TITLE: 7.2 ORGANISATION STRUCTURE

REPORT FROM: General Manager's Office

PURPOSE

The purpose of this report is to review the organisation structure in accordance with the requirements of the *Local Government Act 1993 (the Act)*.

RECOMMENDATION

That Council endorses the organisational structure as attached.

REPORT

Council may re-determine its organisation structure at any time, but must review, and may re-determine its organisation structure within 12 months after any ordinary election of the Council, noting that the most recent local government elections were held on 14 September 2024. The reference to 'Council' in section 333 of the Act refers to the Council as an organisation. Section 333 expressly requires councils to re-determine the organisation structure in accordance with Part 1 of Chapter 11 of the Act. This means that when re-determining its organisation structure under section 333, a Council must do so in accordance with section 332 of the Act.

Section 332(1) provides that the Council (as the governing body of the Council), is responsible for determining the resources to be allocated towards the employment of staff. Section 332(1A) in turn places responsibility exclusively on the General Manager of a Council to determine the positions within the organisation structure of the Council.

The governing body and General Manager are required to exercise these functions in consultation with each other. Section 332(1) does not allow Councillors to determine which specific positions it will fund. To do so would be to effectively usurp the role of the General Manager under section 332(1A), to determine the positions within the organisation of Council.

The above information is also reflected in the Post-Election Guide for Councils provided by the **Office of Local Government (OLG)** in August 2024. As noted above, the General Manager has responsibility for determining the organisational structure and is guided by the strategic priorities and allocated budget that are set out in the suite of Integrated Planning and Reporting (IP&R).

Foundational elements that shape the organisation include a culture of open communication, aspirational thinking, and a commitment to continuous improvement. It is important to align the organisational structure with strategic priorities and operational needs to enhance performance, accountability, and community outcomes. Emphasis should be placed on the quality and capability of people over the rigidity of structure.

Several organisational development actions have been initiated including the recruitment of an Executive Manager for People and Culture, the launch of a Culture Discovery Process, and the development of the Elevate360 framework. The Culture Discovery Process aims to produce a roadmap for long-term cultural improvement, while Elevate360 focuses on excellence in leadership, stakeholder engagement, innovation, and strategic planning.

With regard to the structure itself there have been a number of ongoing changes made as opportunities have presented themselves and the concept of continually evolving the structure in this way not only enables changing circumstances to be addressed but also minimises unnecessary disruption to the organisation and staff.

At this point in time, it is not proposed to change the three Directorate structure.

KEY CONSIDERATIONS

Financial/Asset Management

Nil.

Policy

Nil.

Risk

A high performing organisation is essential to the Council achieving its operational and strategic objectives.

Community Consultation

Nil.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report links to Council's Delivery Program *Open and Collaborative Leadership Strategy* O1.3.3 Continually improve & optimise organisational culture and effectiveness by fostering a high-performance values-driven workplace that supports innovation accountability & collaboration while delivering efficient & responsive services to the community.

CONCLUSION

Whilst there is a mandatory requirement for the structure to be reviewed in the first 12 months of the term, contemporary practice in reality means that the structure is continually under review and changes need to be made as required and as opportunities presents themselves. More importantly is what is being done to improve the culture of the organisation, improve the performance of the organisation and improve the outcomes for the community.

This is by far the most significant body of work and will be a key focus over the coming period.

ATTACHMENTS

Annexure A Organisation Structure

REPORT TITLE: 7.3 DRAFT COUNCILLOR INDUCTION AND PROFESSIONAL DEVELOPMENT POLICY

REPORT FROM: Corporate and Community Services

PURPOSE

The purpose of this report is to present the Council with the revised Councillor Induction and Professional Development Policy (*Annexure A*) for its review and adoption.

RECOMMENDATION

THAT:

- 1. Council adopts the revised Councillor Induction and Professional Development Policy.**
- 2. An individual ongoing professional development plan be developed for the Mayor and each Councillor in accordance with the policy.**

REPORT

The current Policy version was last adopted by Council on 23 September 2021 and is due for review every three years.

The policy has been reviewed, compared with the Office of Local Government guidelines which remain current. As there are nil substantive amendments, the previous version has been migrated to the new template.

Regarding the Council elected at the 2024 election, a number of induction workshops were held facilitated by a range of presenters both internal and external with the most recent being held in May. Additional training and induction has been provided to the Mayor.

KEY CONSIDERATIONS

Financial/Asset Management

The ongoing training of our Councillors necessitates an annual budgetary commitment.

Policy

This policy links to the *Local Government Act 1993*, the Regulations, Office of Local Government guidelines and Council’s Code of Conduct for Councillors and the Councillor Payment of Expenses and Provision of Facilities to the Mayor and Councillors policies.

Please note that within the current policy, retained, attendance at induction training is a compulsory requirement for all Councillors.

Risk

Professional development is a given within the professional and business world. Should ongoing professional and legislative development training be inconsistent, there is a risk that our Councillors may fail to be abreast of latest standards and trends which is informed and achieved through continual professional development requirements.

Consultation

This policy was reviewed by the Acting Manager Governance, the Director Corporate and Community Services and the Management Executive Team (MANEX).

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report links to Council's Delivery Program *Open and Collaborative Leadership Strategy O1.1.2 Support open, effective and transparent governance for the benefit of the community and in alignment with modern interpretations of community engagement strategies and policies.*

CONCLUSION

Council's Councillor Induction and Professional Development Policy has been reviewed. The only changes are minor, being some reformatting and migration to the new template and the revised Policy is now presented to Council for its review and adoption.

ATTACHMENTS

Annexure A Draft Councillor Induction and Professional Development Policy

REPORT TITLE: 7.4 DRAFT PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS POLICY

REPORT FROM: Corporate and Community Services

PURPOSE

The purpose of this report is to present Council with the revised Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy (**Annexure A**) for its review and adoption.

RECOMMENDATION

That Council adopts the revised Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy.

REPORT

The Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy was last adopted by Council on 26 August 2021 and is due for review within the first year of each new Council or every three years as required.

The policy has increased the maximum limit for accommodation for a capital city by \$50 per night given the difficulty currently experienced at times in finding accommodation under the existing limit which has not been amended for some time.

Given this is the only change and does not constitute a new benefit or a substantial increase to a benefit, Council does not need to give public notice of the proposed amendment to the policy.

KEY CONSIDERATIONS

Financial/Asset Management

This Policy determines and fixes the level and rates of benefits provided to the Mayor and Councillors and procedures for reimbursement of expenses.

Policy

This report recommends adopting the updated policy.

Risk

This policy is a review and update to the existing one – nil specific risks identified.

Community Consultation

Nil.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report has no relevance to the Integrated Planning and Reporting Framework.

CONCLUSION

Council's Payment of Expenses and Provision of Facilities to the Mayor and Councillors Policy has been revised to include changes that have occurred since the current Policy was adopted in 26 August 2021. Changes are relatively minor, and the revised Policy is now presented to Council for its review and adoption.

ATTACHMENTS

Annexure A Draft Payment of Expenses and Provision of Facilities to Mayor and Councillors Policy

REPORT TITLE: 7.5 FINANCIAL ASSISTANCE GRANTS - LETTER FROM LOCAL GOVERNMENT GRANTS COMMISSION

REPORT FROM: Corporate and Community Services

PURPOSE

The purpose of this report is to advise Council of correspondence received from the **Local Government Grants Commission (LGGC)** explaining the details of the Financial Assistance Grants (General Purpose and Local Roads components) calculations for the 2025/2026 Financial Year (*Annexure A*).

RECOMMENDATION

That Council notes the information contained in this report.

REPORT

The **Financial Assistance Grants (FAGs)** are untied grants received by local councils under the *Local Government (Financial Assistance) Act 1995* (Commonwealth).

The Financial Assistance Grant program consists of two components:

- a general-purpose component which is distributed between the states and territories according to population (i.e. on a per capita basis), and
- an identified local road component which is distributed between the states and territories according to fixed historical shares.

Both components of the grant are untied in the hands of local government, allowing councils to spend the grants according to local priorities.

Fairness of Allocation Methodology

The following table details last year’s actual FAGs and the revised estimate for the 2025/2026 Financial Year (including the **Consumer Price Index (CPI)** adjustment):

Glen Innes Severn Council				
Year	General Purpose	Local Roads	Total	Change
2024-25 final	\$4,042,229	\$1,806,473	\$5,797,097	
2025-26 est	\$4,111,632	\$1,846,310	\$5,957,942	2.8%

The proposed increase in FAG’s to GISC from the 2024-25 financial year is 2.8% (3% for general purpose funds and 2.2% increase for local roads). This is well below the total funding pool increase of 4.65% for general purpose funds and 5.6% increase for roads. It is also below the CPI levels over the past two years of 3.5% to 4.0%. The current formula is clearly not favourable to Glen Innes Severn Council.

The grant is calculated using a methodology (adhering to the National Principles which mandate a per capita payment based on population growth/decline) and considers several other factors including population size and number of urban and non-urban properties, amenity, roads, bridges and other infrastructure, public order and health & safety factors, as outlined in the LGCC's advice to Council (**Annexure C**). When calculating Council's allocation for 2025/2026, the population figure used was 8,978.

However, as reflected in the recent letter from the Local Government Grants Commission: "*the Commission is proposing to review the methodology for 2026-27 which will include consultation with the sector and key stakeholders, and the Commission encourages Council's input during this process*".

FAG grants make up a significant portion of many regional and rural councils' overall revenue base. The estimated grant revenue of \$5,957,942 for Glen Innes Severn Council for the 2025/2026 financial year will contribute approximately 16% of Council's overall income for the financial year.

For this reason, any adjustments in the grants can have a significant impact on the overall budgetary situation of Council and must be accounted for immediately. Any shortfall or negative adjustment may need to be balanced through a reduction in expenditure or via other increased revenue sources.

The letter from the LGGC (**Annexure A**) received by Council on 20 August 2025, details the summary of its 2025/2026 grant calculations. This letter also included the NSW Schedule of Payments (**Annexure B**).

Impact of advanced payments

LGGC details in its letter the potential impact of advanced payments and advises:

"The Commonwealth Government made an early payment of the 2025-26 estimated FA Grant entitlement. In June 2025, all councils were paid 50% of the estimated entitlement for 2025-26 in advance, as calculated at that point in time. This has resulted in the quarterly instalments for 2025-26 being reduced and will be paid in quarterly instalments in August 2025, November 2025, February 2026 and May 2026".

"The Commission continues to be concerned about the unpredictability that the practice of advance payments creates. Long-term and annual budgeting forecasts are subject to changes, and annual financial reporting can often be skewed. Councils are advised not to rely on either the availability of future advance payments or the value of those advances if received".

Given the above advice provided from LGGC, as it has been made clear not to depend on early FAG payments moving forward, it is prudent that Council to makes adjustments to its 2025/26 Budget in QBR1. Consequently, the reduction in operating income for the current financial year will potentially be in the order of \$4M. Should no early FAG payments be made in 2025-26, the entire amount will shift to the 2026-27 financial year and will therefore improve Council's expected financial position for that year.

Further information regarding 2025-26 FAGs allocation method and the current Commission members, has been provided by the LGCC in the 25-26 FA Grant Recommendation - Fact Sheet (*Annexure D*).

KEY CONSIDERATIONS

Financial/Asset Management

The FAG grants are used to fund a significant proportion of Council's operating expenditure and, therefore, any changes to the timing to the receipt of the funds will have a significant effect on Council's financial operating income and likely to result in a significant increase to the forecast deficit for the current financial year.

Policy

Nil.

Risk

Nil.

Consultation

Nil.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report has no relevance to the Integrated Planning and Reporting Framework however it is likely to impact the budget forecast for the current financial year.

CONCLUSION

Council has received correspondence from the LGGC detailing the 2025/2026 grant calculations and requesting that the letter be tabled at the next Ordinary Council Meeting. The advice from the Commission, as set out in the letter, not to rely on advanced FAG payments in future, will negatively impact the operating result for the current financial year by approximately \$4M.

Council should also take the opportunity during the consultation process to review the methodology for allocation of funds, planned by the Commission in the coming months, to advocate for a fairer methodology that provides a more favourable outcome for Regional and Rural Councils experiencing limited population growth.

ATTACHMENTS

Annexure A	2025-26 FA Grant Recommendation - Letter to Glen Innes Severn Council
Annexure B	Schedule of 2025-26 NSW Payments
Annexure C	25-26 Financial Assistance Grants - Advice to Councils - Glen Innes Severn
Annexure D	25-26 FA Grant Recommendation - Fact Sheet

REPORT TITLE: 7.6 INVESTMENTS REPORT - JULY 2025

REPORT FROM: Corporate and Community Services

PURPOSE

The purpose of this report is to provide details of all funds that Council has invested.

RECOMMENDATION

That Council notes the Investment Report as of 31 July 2025, including the certification by the Responsible Accounting Officer.

REPORT

In accordance with section 212 of the **Local Government (General) Regulation 2021 (Regulation)**, the Responsible Accounting Officer must provide Council with a written report on a monthly basis setting out details of all money that the Council has invested under section 625 of the *Local Government Act 1993*.


Council has \$22.5M invested in term deposits, equating to 100% of Council's total financial investment portfolio as at the end of the reporting month.

Council selects banks based on rating, return and term of investment. It is expected that future investments will continue to target returns while aiming to select institutions with a high **Standard and Poor's (S&P)** rating. This is done by rolling investments between banks that meet Council's criteria and cash requirements.

If Council has two comparable investment fund options, investment will be made in the fund that does not fund fossil fuels.

Council currently holds three responsible investments: Three \$1 million deposits with Westpac's Green Tailored Deposits. In addition, Council has \$2 million investment with BOQ and with Bendigo Bank \$1 million investment, being institutions that do not fund fossil fuels.

The Bank Reconciliation Statement shown below details what Council held in its bank account as at the end of the reporting month. This considers unrepresented cheques, unrepresented deposits and unrepresented debits compared to what is stated in the General Ledger:

Bank Reconciliation Statement	
Balance as per General Ledger :	
Ledger Balance as at 31 July 2025	\$5,555,328.75
Balance as per Bank :	
Opening Balance 1 July 2025	\$12,215,065.76
July Movements	-\$6,725,358.07
Closing Balance 31 July 2025	\$5,489,707.69
less : Unrepresented Receipts & Payments	-\$54,740.21
less : Timing Differences	-\$10,880.85
Total:	\$5,555,328.75
Variance	\$0.00
	
Responsible Accounting Officer	
8 August 2025	

The summary of Investments set out in the following table details each of Council's investments, where each investment is held, maturity date, interest rate and the rating of each investment as at the end of the reporting month.

SUMMARY OF INVESTMENTS

Rating (S&P)	Maturity	%	Institution	Bank funds Fossil Fuels	Invested \$	Return \$
A1+/AA-	08/08/2025	5.05%	NAB	Yes	1,000,000	50,500
A1+/AA-	22/08/2025	4.95%	NAB	Yes	1,000,000	49,500
A1+/AA-	05/09/2025	4.90%	NAB	Yes	1,000,000	48,866
A1+/AA-	10/09/2025	4.83%	Westpac **	Yes	1,000,000	48,300
A1+/AA-	12/12/2025	4.95%	NAB	Yes	1,000,000	49,500
A1+/AA-	12/12/2025	4.92%	Westpac **	Yes	1,000,000	49,200
A1+/AA-	10/03/2026	4.58%	NAB	Yes	1,000,000	45,800
A2/A-	22/05/2026	4.23%	ING	Yes	1,000,000	42,300
A3/BBB+	22/05/2026	4.05%	BOQ	No	1,000,000	40,389
A1+/AA-	05/02/2026	4.05%	CBA	Yes	1,000,000	26,630
A2/BBB+	10/06/2026	4.25%	AU	Yes	500,000	21,250
A2/A-	11/03/2026	4.28%	Rabobank	Yes	1,000,000	32,012
A2/BBB+	20/11/2025	4.30%	AMP	Yes	1,000,000	18,142
A2/A-	20/01/2026	4.25%	Rabobank	Yes	1,000,000	21,192
A2/A-	22/07/2026	4.15%	ING	Yes	1,000,000	41,500
A3/BBB+	22/07/2026	4.20%	Heartland	Yes	1,000,000	42,000
A3/BBB+	21/04/2026	3.90%	BOQ	No	1,000,000	29,170
A2/A-	30/01/2026	4.10%	Bendigo	No	1,000,000	21,567
A1+/AA-	29/10/2025	4.20%	NAB	Yes	1,000,000	10,471
A1+/AA-	30/07/2026	4.05%	NAB	Yes	1,000,000	40,500
A2/A-	29/04/2026	4.20%	Rabobank	Yes	1,000,000	31,414
A1+/AA-	30/07/2026	4.15%	Westpac **	Yes	1,000,000	41,500
A1+/AA-	30/07/2026	4.05%	CBA	Yes	1,000,000	40,500
Expected Return FY25		4.38%	Total Investments		22,500,000	842,203
Avg. Headline Rate Return		4.37%	Cash on Hand		5,489,708	
			Total Cash and Investments		27,989,708	

The table below details the interest received for the current financial year as at the end of the reporting month. Interest yield maybe be affected against budget as investments maturing are not being reinvested due to cash requirements for operational purposes.

Investment Interest	
Interest received for year to 31 July	\$83,080.58

The table below details the monthly movements of investments for the reporting month:

Investment Movements	
Opening Balance as at 1 July 2025	14,500,000
Less :	
Maturities (1)	1,000,000
Subtotal	13,500,000
Plus :	
Rollovers (1)	1,000,000
New Investments (7)	8,000,000
Current Balance as at 31 July 2025	22,500,000

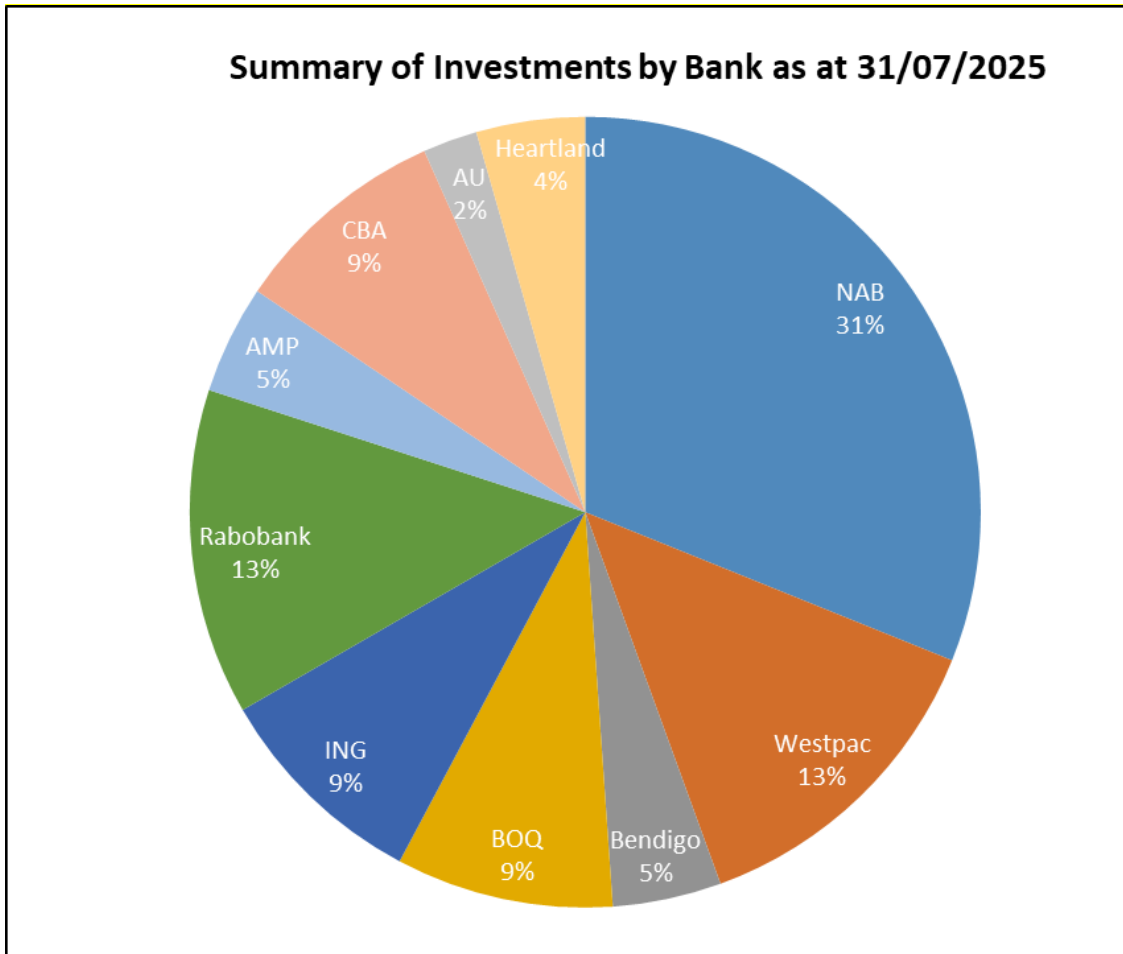
During the reporting month, two term deposits of \$1 million each—held with Rabobank and Bendigo—matured and one was rolled over. In addition, nine new investments were made in accordance with Council's Investment Policy: \$1M each with CBA, Westpac, BOQ, Heartland and ING. \$2M each with Rabobank and NAB.

A summary of maturities is set out below:

Period	No. of Term	Value
Aug-25	2	2,000,000
Sep-25	2	2,000,000
Oct-25	1	1,000,000
Nov-25	1	1,000,000
Dec-25	2	2,000,000
Jan-26	2	2,000,000
Feb-26	1	1,000,000
Mar-26	2	2,000,000
Apr-26	2	2,000,000
May-26	2	2,000,000
Jun-26	1	500,000
Jul-26	5	5,000,000
Aug-26	0	0
Sep-26	0	0
Oct-26	0	0
Total	23	\$22,500,000

Item 7.6

The graph below shows the summary of investments by bank:



Restricted funds and trust funds are limited to a particular purpose and must be set aside for that purpose. Therefore, they may not be available to meet certain obligations, and this should be kept in mind when determining the short-term liquidity of Council.

The table below is reporting restricted funds balances as at 31 July 2025.

Externally restricted cash, cash equivalents and investments as at 31 July 2025		
	\$'000	
Trust Funds	-	as at 30 June 2024
Included in Grant related contract liabilities	7,485	31-Jul-25
Developer contributions - Rangers Valley Feedlot S7.11	1,094	as at 30 June 2024
Water Fund	4,533	as at 31 July 2025
Sewer Fund	6,163	as at 31 July 2025
Waste management	4,151	as at 30 June 2024
Drainage	827	as at 30 June 2024
Council Committees	406	as at 31 July 2025
Specific purpose unexpended grants (general funds)	3,047	as at 31 July 2025
Total external restrictions	27,707	
Total Cash & investments as at 30 July 2025	27,990	
Unrestricted cash position (i.e. available after the above restrictions)	283	

The Contract Assets balance as at 31 July 2025

5,275

Unrestricted Cash Position

The unrestricted cash position reported as at 31 July 2025 is positive \$283k. The main drivers for the improvements in Council's unrestricted cash position include the following:

- Council approved the affixing of the Council Seal to the NAB Bank Loan Documents at its July OCM which enabled the execution of the external loan of \$5M through NAB Bank – executed on Friday 25th July 2025 and funds were received on 29th July 2025.
- Considerable work has been undertaken on updating the Grants Register and validating the data relating to all contract assets and contract liabilities (capital grants), and the subsequent reductions were realized and helped to improve Council's unrestricted cash position.

Certification

I, Shageer Mohammed, Chief Financial Officer, do hereby certify that the above investments have been made in accordance with the Regulation (Section 212), the **Local Government Act 1993 (the Act)** (Section 625), and Council's **Investment Policy (the Policy)**.

KEY CONSIDERATIONS**Financial/Asset Management**

The actual average return on Council investments for the 2024/2025 financial year was **4.63%**. In comparison, the current average return for the 2025/2026 financial year stands at **4.37%**, representing a **0.26% decrease**, consistent with the broader trend of declining interest rates. In response to emerging economic challenges, the **Reserve Bank of Australia (RBA)** adopted a more accommodative monetary policy, beginning to reduce the official cash rate in early 2025. As of June, 2025, the RBA official cash rate stands at **3.85%**, following a 25 basis point reduction on May 20, 2025.

The following table compares information on investment balances from this year to last year:

Investment Balances	This Year	Last Year
Opening Balance 1 July	14,500,000	15,200,000
Closing Balance 31 July	22,500,000	19,100,000

Policy

Monthly financial reporting ensures transparency, to enable councillors to make financially sustainable and accountable decisions. The Policy states that short-medium term funds can be invested for up to five years.

Investments are to be considered in conjunction with the following key criteria:

- At the time of investment, no institution at any time shall hold more than 45% of Council's total investments. The maximum will be determined by the long-term rating of the institution - AAA up to 45%; AA up to 35%; A up to 15% and BBB up to 5% percent,
- At the time of investment, the maximum portfolio limits per rating are - AAA up to 100%; AA up to 100%; A up to 45%; BBB up to 30% and Government up to 100%, and
- Council's Investments can be placed in a mixture of short (0-12 months), short-medium (1-2 years) and medium (2-5 years) term investments whilst ensuring that liquidity and income requirements are met.

The portfolio is split across three of the credit rating categories (AA, A and BBB).

Credit Quality Portfolio Compliance

The following table details the credit rating of each of the categories where Council has money invested. All investments were compliant with the Policy at time of investment:

Compliant	Credit Rating	Invested	Invested \$	Policy Limit	Available \$
Yes	AAA	0.0%	-	100%	22,500,000
Yes	AA	57.8%	13,000,000	100%	9,500,000
Yes	A	15.6%	3,500,000	45%	6,625,000
Yes	BBB	26.7%	6,000,000	30%	750,000
Yes	Government	0.0%	-	100%	22,500,000
		100.0%	22,500,000		

A credit rating is an evaluation of the credit risk of a prospective financial institution, predicting its ability to pay back the investment and interest maturity and an implicit forecast of the likelihood of the institution defaulting. The credit ratings are an opinion based on the creditworthiness of the company issuing the security and are assigned by Australian Ratings based on publicly available information at a point in time.

All investments continue to be made in accordance with the requirements of the Act and the Policy.

Section 625 of the Act states the following:

How may Councils invest?

- (1) *A Council may invest money that is not, for the time being, required by the Council for any other purpose.*
- (2) *Money may be invested only in a form of investment notified by order of the Minister published in the Gazette.*
- (3) *An order of the Minister notifying a form of investment for the purposes of this section must not be made without the approval of the Treasurer.*
- (4) *The acquisition, in accordance with section 358, of a controlling interest in a corporation or an entity within the meaning of that section is not an investment for the purposes of this section.*

Section 212 of the Regulation states the following:

Report on Council's Investments

- (1) *The responsible accounting officer of a council:*
 - (a) *must provide the council with a written report (setting out details of all money that the council has invested under section 625 of the Act) to be presented:*
 - (i) *if only one ordinary meeting of the council is held in a month, at that meeting,*
or
 - (ii) *if more than one such meeting is held in a month, at whichever of those meetings the council by resolution determines, and*

- (b) *must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the council's investment policies.*
- (2) *The report must be made up to the last day of the month immediately preceding the meeting.*

Risk

The following table provides information on investment types including a risk assessment and the amount and percentage invested compared to the total investment portfolio:

RISK ASSESSMENT OF INVESTMENT PORTFOLIO

Investment Type	Risk Assessment		Amount \$	% of Portfolio
	Capital	Interest		
Term Deposits	Low	Low	22,500,000	100%
Total			22,500,000	100%

The Policy defines the principal objective of the investment portfolio as the preservation of capital. There is a risk that the investment portfolio does not perform on par with or greater than the **Consumer Price Index (CPI)**. It is possible therefore that Council does not meet the principal objective of the Policy. In addition, consideration must be given to the potential that the investment restrictions provided in the Policy (both legislatively and by Council) may increase this risk.

Council is currently only investing in fixed term deposits which are similar to or below the CPI. To gain returns higher than CPI, long term investments are needed that are not fixed term deposits and may pose a higher risk. With investments maturing every month, this allows the ability to not reinvest if funds need to be directed to major projects.

A review of the aggregate performance on Council investments, comparative to the CPI, over a significant period (greater than five years) may ascertain if the investment strategy has been meeting the Policy's principal objective. This may then advise if changes are required to Council's investment strategy.

Consultation

Council makes investments through Curve Securities and deals directly with the Commonwealth Bank and the Westpac Bank. During the month, all three advisors were contacted to gain advice on daily interest rates.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report links to Council's Delivery Program *Open and Collaborative Leadership Strategy O1.3.2 Manage public resources (financial and assets) responsibly and efficiently by implementing leading practices, systems and technologies.*

CONCLUSION

Funds have been restricted to ensure all areas of Council continue to operate in accordance with both the annual Operational Plan and Budget and the Long-Term Financial Plan. Further, all investments continue to be made in accordance with the requirements of the Act, the Regulation, and the Policy.

ATTACHMENTS

There are no annexures to this report.

REPORT TITLE: 7.7 CAPITAL WORKS PROGRAM PROGRESS REPORT AS AT 31 JULY 2025

REPORT FROM: Corporate and Community Services

PURPOSE

The purpose of this report is for Council to review the progress of its Capital Works Program for the 2025/2026 Financial Year and the progress of Capital Works Projects carried over from previous financial years or revoted from previous financial years, all of which were adopted in July 2025.

RECOMMENDATION

That Council notes the information contained in this report.

REPORT

The Capital Works Program report includes all currently active projects, confirming that each aligns with its approved budget. Refer to the attached report titled “Capital Projects Details” (**Annexure A**).

Projects have been categorised into relevant areas. With the grants register now fully established and rolled over into the 2025-26 fiscal year, monitoring grant-related capital projects has become a priority to ensure alignment with funding requirements. This enhanced oversight will include monthly reviews of capital projects associated with the contract assets/liabilities balance, aiming to ensure timely receipt of grant funds. Such timely inflows will help manage and relieve pressure on the unrestricted cash position, ensuring better management of working capital and cashflow.

This report has been prepared with input from the staff who have ownership of the various projects to ensure that there is up-to-date commentary on all the projects. It provides a holistic overview of Council’s progress regarding completed projects, works in progress, or expected project commencement dates.

The Annexure provides detailed information on all the open Capital Works projects for the 2025/2026 Financial Year and reviews progress on Capital Works projects that were carried over or revoted from previous financial years.

New capital projects for 2025-26, together with unsuccessful revotes are yet to impact current reporting pending input for August 2025 reporting.

RRTRP – LOCAL ROADS BETTERMENT

Council has commenced work on the Maybole Road rehabilitation project, which was granted the largest allocation under the Regional Roads and Transport Recovery package. The project will involve over eight kilometres of upgraded drainage and pavement strengthening, and Council is expecting some challenges with black soil foundations and high rainfall the area is known for.



Image: Maybole Road

FIXING COUNTRY BRIDGES ROUND 2B – COX’S ROAD

The concrete deck of the Cox’s Road bridge was poured in mid-July, marking the end of the structural works on the project. The crew will now move onto the road approach works, with the project expected to reach completion in September.

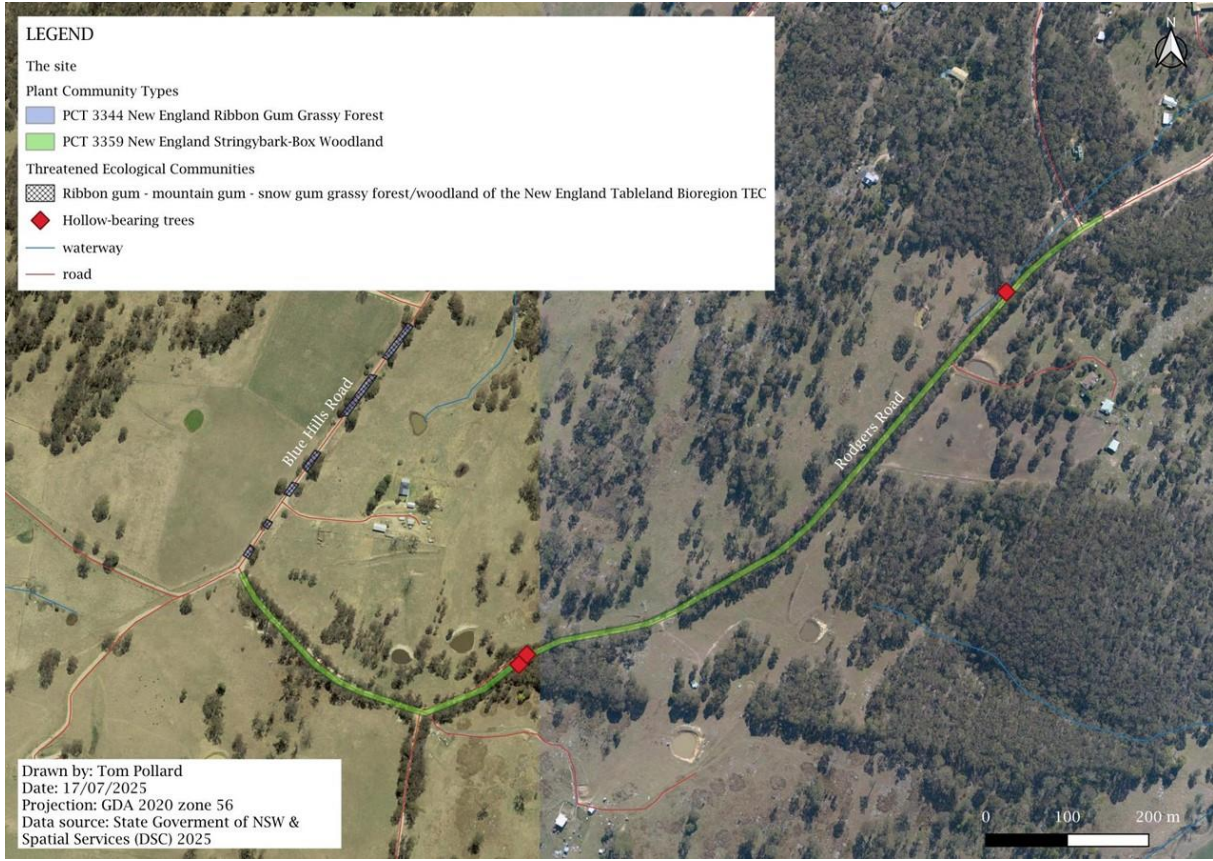


Image: Cox’s Road Bridge

Item 7.7

NEW BITUMEN SEALS – BLUE HILLS/RODGERS ROAD

Council is ready to commence the upgrade of Blue Hills and Rodgers Road, which will involve minor widenings, gravel re-sheeting and then bitumen sealing of the remaining unsealed sections. As the project will involve tree clearing for the road formation widening and drainage works Council has engaged a qualified ecologist to undertake a flora and fauna assessment. This has identified three potential habitat hollow-bearing trees which will need to be managed during the construction process.



GRANTS UPDATE:

Current grant applications submitted and awaiting assessment and decision from funding bodies	Allocation	Co Contribution	Comments
NSW Govt - Regional Drought Resilience Planning Program Round 2 (RDRP2) – Implementation Stage – Glen Innes Severn Council (as lead applicant), Tenterfield Shire Council consortia	Allocation Request: \$250K Total funding of \$305K: \$250K + \$55k underspend carried over from “Plan” stage.	NIL	This application has been approved and deed agreement has been executed. \$250k has been received.
Aust Govt - Support at Home - Thin Markets (rural, remote, and specialised). Community Services.	Allocation Request: \$31,864	NIL	Still awaiting decision.
NSW Govt – Good Neighbours Program – Biodiversity control of Serrated Tussock project.	Allocation Request: \$60,000	NIL	Still waiting for a decision.
NSW Govt – Regional Economic Development and Community Investment Program (REDCIP) – New England Rail Trail.	Allocation Request: \$5M	\$1M	Stated in grant application that “Council will seek to cover its co-contribution with any available federal grant.” Still under assessment.
NSW Govt - Regional Precincts and Partnerships Program New England Rail Trail, Glen Innes to Ben Lomond	Allocation Request: \$11.9M	\$170,000 this has already been allocated in FY24/25 Budget under Job 7357C25.	Submitted 15/07/25 Currently under assessment.

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Grant	Allocation	Co Contribution	Comments
Safer Local Roads and Infrastructure Program – Highland Home Bridge Renewal	Allocation Request: \$415,244	\$103,811 to be funded by R2R grant in a future year.	Submitted 30/06/25 and currently under assessment.
Safer Local Roads and Infrastructure Program – Oliver Street Upgrade	Allocation Request: \$1,182,878	\$295,719 to be funded by Roads to Recovery grant in a future year.	Submitted 30/06/25 and currently under assessment.
NSW Govt - Community War Memorial Fund - ANZAC Park Cenotaph Dias Upgrade.	Allocation Request: \$15,000.	NIL	Still awaiting decision.
NSW Govt – Stronger Together Festival and Events Grants – Multicultural - 2026 Harmony Day.	Allocation Request: \$10,000	\$1,000 (budgeted)	Still awaiting decision.
Spring Holiday Break 2025	\$5,000	\$500	Awaiting decision. Proposed Spring 2025 School Holidays activities at Glen Innes Severn Public Library and The Youth Booth.
NSW Seniors Festival Grant Program 2026	\$10,000	\$0.00	Awaiting decision. Two weeks of Seniors and carer proposed events to be managed and presented by Glen Innes Highlands Hub (DPG), and Glen Innes Severn Public Library, in association with Life Choices.

Grant payments – upfront, milestone, or upon project completion:

Grant payment schedule (percentage milestone payment, execution, milestone progress payments and end of project final payments and due dates) are communicated in the Deed Agreement that is received by Council only when the grant application is approved by Funding Body and generally not, beforehand. At that time, Council reviews the deed agreement conditions, considers and accepts/rejects the offer of funding and factors in the funding schedule and possible impacts on cash flow. If Council accepts the offer, we then proceed to signing and execution of the Deed Agreement.

CONSIDERATIONS

Financial/Asset Management

The following table provides a summary of the adopted budget, the actual and committed amounts as of 31 July 2025, along with the percentage of the actual and committed expenditure when compared to adopted budgets.

Project Type	Projects Count	FY2025-26	Total Spent	Expenditures %
Aerodome	3	\$3,423,391.00	\$2,694,479.05	78.71%
Bridge	6	\$4,645,540.23	\$4,115,523.22	88.59%
Building	3	\$95,000.00	\$127,104.65	133.79%
Community Halls	1	\$131,651.00	\$114,978.29	87.34%
Drainage	1	\$150,000.00	\$22,019.70	14.68%
Economic Development	7	\$893,446.00	\$490,288.46	54.88%
Flood Recovery & Natural Disasters	2	\$1,425,225.00	\$1,105,828.61	77.59%
IT	1	\$80,000.00	\$53,000.00	66.25%
Library	1	\$10,750.93	\$9,454.55	87.94%
Life Choices	5	\$187,153.00	\$168,421.48	89.99%
Open Office	1	\$785,825.00	\$51,890.91	6.60%
Open Spaces & Recreational	23	\$3,870,674.71	\$2,175,770.59	56.21%
Plant	31	\$1,511,461.73	\$1,401,819.09	92.75%
Quarry	5	\$836,119.32	\$166,853.17	19.96%
Roads	21	\$26,575,008.48	\$15,339,827.23	57.72%
Sewer	4	\$639,318.00	\$650,771.71	101.79%
Waste	7	\$1,751,701.50	\$332,574.95	18.99%
Water	6	\$1,429,941.67	\$960,675.19	67.18%
Grand Total	128	\$48,442,207.57	\$29,981,280.85	61.89%

The extent to which the Capital Works program is completed determines the Infrastructure Asset Renewal ratio, which is a measure of the financial sustainability of Council’s assets. This ratio is crucial in determining the future cash requirements and Council will need to ensure that asset renewals are at the required levels and the funding source of asset renewals are understood thoroughly and forecasted. The asset revaluations and depreciation expense also play a pivotal role in ensuring all these factors are allowed for in Council’s Long Term Financial Plan.

Ongoing projects currently marked as “Capitalised” are now included in this report. The remaining budgets for these projects have been brought forward after capitalisations have been completed.

Policy

Maintenance of Council’s infrastructure assets is in accordance with Council’s Risk Management policies, Procurement Policy and with Asset Management Plans.

Risk

Maintaining Council’s assets minimises legal and risk exposure. Council faces project management risks in managing timelines and budgets, particularly relating to grant funded projects.

Developing a project risk management assessment and plan, using Council’s Enterprise Risk Management system, will assist in mitigating risk.

Consultation

This report has been prepared with input from staff who have ownership of the various projects to ensure that the report includes up-to-date commentary.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report has no relevance to the Integrated Planning and Reporting Framework.

CONCLUSION

Council adopts its Capital Works Program annually as part of its Operational Plan and Budget. This report provides updated information on the projects within each of the Capital Works Programs, the spend to date as well as updated commentary. Projects for the 2025/2026 year will be updated into the Capital Report as they commence.

ATTACHMENTS

Annexure A July 2025 Capital Report

REPORT TITLE: 7.8 DEVELOPMENT ASSESSMENT REPORT - DA 39/24-25 INTENSIVE LIVESTOCK AGRICULTURE (CATTLE FEEDLOT - 999 HEAD) - 166 NEWSOMES ROAD, WELLINGTON VALE 2371

REPORT FROM: Place and Growth

PURPOSE

Council has received a Development Application for Intensive Livestock Agriculture (Cattle Feedlot – 999 Head) at 166 Newsomes Road, Wellington Vale. The application has been referred to the Council for determination given 166 submissions to the proposal were received (exceeding delegated determination limits).

An assessment of the proposal under Section 4.15 of the *Environmental Planning and Assessment Act 1979 (EP&A Act)* demonstrates that within the limits of the matters for consideration, the proposed development achieves satisfactory compliance with relevant Environmental Planning Instruments (including the Glen Innes Severn LEP 2012) and is therefore recommended to be approved subject to conditions.

RECOMMENDATION

That Council approves Development Application DA 39/24-25 for Intensive Livestock Agriculture (Cattle Feedlot – 999 head) at 166 Newsomes Road, Wellington Vale, subject to the recommended conditions of consent outlined in Annexure A to this report (Schedule 1 of the Section 4.15 Assessment Report).

REPORT

Development Application 39/24-25 was lodged with Council 20 December 2024. In line with Council’s **Community Participation Plan (CPP)**, the application was exhibited from 14 January 2025 until 12 February 2025.

A full assessment of the proposal is contained within **Annexure A**. The proposal is shown to comfortably comply with relevant provisions as specified under Section 4.15 of the Environmental Planning and Assessment Act 1979, with the proposal found to be appropriate, having particular regard to the following considerations:

- The proposal demonstrates compliance with **State Environmental Planning Policy (SEPP) (Biodiversity and Conservation) 2021**, **SEPP (Resilience and Hazards) 2021** and the **Glen Innes Severn Local Environmental Plan 2012 (the LEP)**.
- The LEP provides specific instruction (among other more general requirements) on matters which must be considered when determining an intensive livestock agriculture proposal. The proposal has been assessed against the relevant parameters and is demonstrated to be acceptable in all key respects, including the

adequacy of information provided, potential impacts on surface and groundwater quality, risks of soil degradation, the potential for odour impacts on residential amenity and compliance with industry codes of practice relating to animal health and welfare.

- The proposal demonstrates compliance with key matters for consideration in the form of the likely impacts of the development (natural and built environments, social and economic impacts) and suitability of the site for the development. In this regard, the following summary is provided:
 - The proposal benefits from being sited within a large holding, therefore reducing the impact on any nearby dwelling (with the nearest dwelling being located over 3km from the development site), and
 - The proposal is sited on land which is demonstrated to be conducive to the proposal (reduces excessive clearing through use of existing access and location within a largely clear site, located away from any significant water ways, located on land which is not constrained in terms of carrying out the development through having appropriate slope and the like), and
 - The intensity of the proposal is compatible with Newsomes and Wellington Vale Roads, as confirmed by Council’s Infrastructure Delivery team.

Submissions Received - Summary

Of the 166 submissions received, only three originated from within the Glen Innes Severn **Local Government Area (LGA)** (with one additional submission received from the neighbouring Tenterfield LGA). The remaining 162 submissions were lodged from outside the immediate locality, including various parts of NSW. A full schedule of all submissions received is provided in **Annexure C**.

Importantly, no objections were lodged by adjoining or nearby occupiers.

While the volume of submissions and the matters raised are acknowledged, it is observed that the majority centred on broader animal welfare concerns rather than raising specific planning issues with the proposed development. As part of the development assessment process, Council’s assessing officer reviewed all submissions, grouped them into key issues and provided responses to each within **Annexure A** (Section 4.15 Assessment Report, page 32 onwards).

The applicant was also afforded the opportunity to respond to the submissions received and has provided a detailed report, accordingly, included at **Annexure D**.

After review and assessment of the submissions, the proposal is not considered contentious when assessed against the relevant planning considerations. While many submissions raised broader animal welfare concerns, it is noted that specific legislation exists to regulate these matters. Where relevant and within Council’s authority, such requirements have been incorporated into the recommended conditions of consent. In circumstances where Council does not have jurisdiction, the matters have been addressed through advisory notes to ensure the applicant remains aware of their obligations under the applicable legislation.

KEY CONSIDERATIONS

Financial/Asset Management

Nil.

Policy

The proposal is consistent with matters for consideration pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979 including Glen Innes Severn LEP 2012.

Risk

Submitters will have the opportunity to request a review of the consent authority's decision under Division 8.2 of the *Environmental Planning and Assessment Act 1979*. The applicant will have the opportunity to request a review of the consent authority's decision under section 8.3(1) of the *Environmental Planning and Assessment Act 1979*.

Community Consultation

The development application was placed on public exhibition in accordance with Council's Community Participation Plan. Submissions have been taken into consideration as outlined earlier within this report.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report links to Council's Delivery Program *Protected and Enhanced Environment Strategy E1.1.2 Implement sustainable biosecurity measures and proactive environmental risk management strategies to ensure the long-term health of ecosystems, protect native flora and fauna, and strengthens community resilience against environmental threats. SRV.*

CONCLUSION

The proposed development is permissible with the consent of Council and is consistent with the provisions of the relevant Environmental Planning Instruments (including the Glen Innes Severn LEP 2012), the Development Control Plan 2014, and the evaluation matters prescribed under Section 4.15 of the *Environmental Planning and Assessment Act 1979* (including consideration of submissions).

Approval of the application, subject to the recommended conditions of consent contained in Schedule 1 of **Annexure A**, is therefore recommended.

ATTACHMENTS

Annexure A	Section 4.15 Assessment Report
Annexure B	Recommended Approved Plans
Annexure C	Table of Submissions
Annexure D	Applicant Response to Submissions (attachments excluded)

8 NOTICE OF MOTIONS/RESCISSION/QUESTIONS WITH NOTICE

Clause 3.9 of Council's *Code of Meeting Practice* states the following:

A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted six (6) business days before the meeting is to be held (by 12 noon on the Wednesday one (1) week prior to the council meeting).

**REPORT TITLE: 8.1 NOTICE OF MOTION - FORMER GLEN INNES
AMBULANCE STATION - PROPOSED RETURN TO
COMMUNITY OWNERSHIP**

REPORT FROM: Councillors

MOTION

THAT Council:

- 1. Notes the information contained within this report; and*
- 2. Writes to the State Member for the Northern Tablelands, Mr Brendan Moylan MP, seeking his advocacy and support for the return of the former ambulance station located at 104 Bourke Street, Glen Innes, to the custodianship of the Glen Innes Severn Council, as a gift to the community, or purchase for a nominal sum, ensuring its preservation in public ownership in perpetuity.*

I, Councillor David Scott, give notice that at the next Ordinary Meeting of Council to be held on 28 August 2025, I intend to move the abovementioned motion.

RATIONALE

The Glen Innes community warmly welcomed the completion of the new Glen Innes Ambulance Station on 5 April 2024, delivered under the NSW Government's **Rural Ambulance Infrastructure Reconfiguration (RAIR)** program. This new facility replaces the original station located at the corner of Bourke Street and Manns Lane, which had served the district for over 75 years.

Ambulance services in Glen Innes trace their origins to 1941, when a group of civic-minded local residents formed a working committee, with the objective of establishing a local ambulance service.

Supported by Glen Innes Municipal Council, with meetings held in the Council Chambers, this group remained active into the early 1960s. Through an extraordinary volunteer fundraising effort, more than £7,000 (over \$480,000 in today's value) was raised—entirely from community contributions.

These funds were used to purchase the land and construct a then - very modern ambulance station, completed in 1948 at a cost of £5,400. The fundraising efforts included community subscriptions from both the Municipal and Shire districts, as well as proceeds from race meetings, the annual Ambulance Ball, community dances, raffles, and chocolate wheels. Central to the project's success was Mr S Adams, who served as Ambulance Station Superintendent, supported by a committed team of volunteers.

As recorded in the *Glen Innes Examiner* on 22 December 1948, the Ambulance Board of New South Wales contributed less than £500 to the project's total cost.

Now decommissioned and unoccupied, the original ambulance station stands as a testament to decades of volunteerism, generosity, and civic pride. In recognition of its historical significance and the extraordinary community effort behind its creation, it seems appropriate that Council should see the support of the State Government, formally requesting transfer of ownership of the site to the Glen Innes community, via Glen Innes Severn Council, as community land.

Such a transfer would allow the property to be preserved in public hands as a memorial to the efforts of Mr S Adams and the many volunteers who helped establish ambulance services in the district, and would enable the site's future use to reflect the ongoing needs and aspirations of the Glen Innes community.

The transfer of ownership of State-owned buildings and property is not without precedence in our area. For example, councillors may recall that the Old Armidale Courthouse was officially transferred to community ownership in August 2022, when the Armidale Regional Council acquired the historic building from the NSW Government for a nominal sum of \$1.

The former Ambulance Service building could be sensitively repurposed—for example, as a medical/health centre facility, museum, art gallery or workspace for artists, social enterprise hub, community or crisis accommodation. It could be renovated as a short-term affordable housing rental spaces or as a space for the provision of basic services such as showers and toilets for homeless persons. A thoughtful repurposing could celebrate Glen Innes' remarkable volunteer legacy and continue serving the town's evolving needs—in a way that honours the past while continuing to serve the current and future needs of our region.

I have had informal discussions with the local member, Brendan Moylan, who has indicated his support and agreement that this would be of great benefit to our community. Mr. Moylan recommended that the request to transfer this site come directly through Glen Innes Severn Shire Council, and not as a personal request from him to The Minister. He requested that I draft this motion to indicate Council's support.

I commend this Notice of Motion to Council.

Item 8.1

Cr David Scott
Councillor
Date: 13 August 2025

OFFICER COMMENTS:

Council should have a keen interest in the future of the old ambulance station and some further consideration may be warranted however prior to seeking to assume control of such a building the Council has a responsibility to undertake appropriate due diligence. Key considerations include what are the potential future uses and is the building suitable for those uses including considerations such as zoning.

An assessment of the building itself would need to be undertaken to review the building condition, the ability to make modifications etc.

Council also needs to be able to make an informed decision in terms of the financial impact including the cost of building works and ongoing depreciation.

The speculative acquisition of assets by Council is something which should be avoided.

ATTACHMENTS

There are no annexures to this report.

REPORT TITLE: 8.2 QUESTIONS WITH NOTICE**REPORT FROM: Councillors**

I, Councillor David Scott, hereby give notice that I will asking the following questions with notice during the scheduled council meeting to be held on Thursday, 28 August 2025.

1. **Could Council please provide a line-by-line breakdown of both the proposed and actual budget for the 2025 Australian Celtic Festival, together with the proposed line-by-line budget for the 2026 Festival (noting the current allocation of \$421,433)?**

Background / Rationale:

Councillors carry ultimate responsibility for the oversight of Council's budget and the expenditure of ratepayers' funds. The **Australian Celtic Festival (ACF)** is a major Council-managed event with significant cultural, tourism, and economic impacts for the Glen Innes Severn local government area. It is essential that Councillors are provided with full financial transparency in order to exercise their governance role effectively.

The adopted budget for the 2026 Festival has been set at \$421,433. To ensure proper accountability, comparison, and planning, it is important that Councillors can review both the actual expenditure of the most recent Festival and the proposed allocations for the upcoming Festival.

Officer Response:

ACF - BUDGET COMPARISON						
Category	2025 Actual Expenditure	2025 Actual Income	2025 Actual Net Result	2026 Forecasted Budget Expenditure	2026 Forecasted Budget Income	2026 Forecasted Budget Net Result
Administration and Governance	\$ 22,267.46	\$ -	\$ 22,267.46	\$ 28,500.00	\$ -	\$ 28,500.00
Event Operations and Logistics	\$ 137,435.53	\$ -	\$ 137,435.53	\$ 151,100.00	\$ -	\$ 151,100.00
Festival Program and Performances	\$ 128,342.40	\$ -	\$ 128,342.40	\$ 143,000.00	\$ -	\$ 143,000.00
Food, Bar and Merchandise	\$ 12,638.74	-\$ 14,074.58	-\$ 1,435.84	\$ 15,000.00	-\$ 23,000.00	-\$ 8,000.00
Marketing and Audience Engagement	\$ 18,827.00	\$ -	\$ 18,827.00	\$ 22,000.00	\$ -	\$ 22,000.00
Staffing & On-Costs	\$ 30,715.00	\$ -	\$ 30,715.00	\$ 48,683.65	\$ -	\$ 48,683.65
Ticketing and Sponsorship	\$ 607.78	-\$ 166,577.28	-\$ 165,969.50	\$ 13,150.00	-\$ 384,000.00	-\$ 370,850.00
TOTAL	\$ 350,833.91	-\$ 180,651.86	\$ 170,182.05	\$ 421,433.65	-\$ 407,000.00	\$ 14,433.65

2. Could Council please outline the relationship and funding agreement with the Glen Innes and District Community Centre regarding the payment of rent for the premises it occupies?

Background / Rationale:

As Councillors, we hold responsibility for oversight of Council's financial relationships with community organisations to ensure transparency, accountability, and fairness in the allocation of ratepayer funds. The Glen Innes and District Community Centre provides valuable services to the local community, and it is important that Councillors understand the nature of its financial arrangements with Council.

Officer Response:

Council has had a long-standing relationship with the Glen Innes and District Community Centre (GIDCC) and recognises the importance of the services and support the Centre provides to the wider community, particularly our most vulnerable constituents. At its Ordinary Council Meeting of 25 May 2006, Council resolved the following:

RECOMMENDATION

That Council considers the tenders that have been received by Tuesday, 23 May 2006, for the possible sale of the School of Arts Building, Grey Street, Glen Innes.

Moved Cr R Dwyer seconded Cr C Price

26.05/06 MOTION

1. That Council accepts the tender received from Mike Williams First National Real Estate for a purchase price of \$275,000.
2. That the General Manager be authorised to negotiate on behalf of Council a lease for the Community Centre on a 3x3x3 basis on the condition that annual CPI increases will only be applicable between 0% and 5%.
3. That Council investigates the possibility of relocating the Community Centre into one of Councils other buildings in the future.

CARRIED

Subsequently, Council has provided and continues to provide financial assistance to the GIDCC as follows:

- *Payment of rent for the GIDCC's premises at 268 Grey Street Glen Innes of \$18,912 per annum; and*
- *Water consumption expenses of approximately \$1,200 per annum.*

The total financial benefit provided to GIDCC is approximately \$20,000 per annum. Council will continue to investigate alternative accommodation options for the GIDCC moving forward and, particularly in relation to the proposed relocation of Council Offices over the next two years, opportunities for alternative accommodation for the GIDCC may emerge.

ATTACHMENTS

There are no annexures to this report.

9 CORRESPONDENCE, MINUTES, PRESS RELEASES

REPORT TITLE: 9.1 CORRESPONDENCE AND PRESS RELEASES

REPORT FROM: Corporate and Community Services

Item 9.1

PURPOSE

The purpose of this report is to list the documents and press releases that have been circulated to Councillors during July 2025.

RECOMMENDATION

That Council notes the information contained in this report.

Correspondence

- Council Magazine,
- Country Mayors Association of NSW,
- Councillor updates from the General Manager,
- Local Government NSW – newsletters, and
- Office of Local Government (OLG) – newsletter.

Press Releases

- Member for Northern Tablelands, Mr Brendan Moylan MP,
- Country Mayors Association of NSW,
- Local Connect, and
- NSW Rural Fire Service.

All the above documents and press releases were sent by email to each Councillor for their information as they were received.

10 REPORTS FROM DELEGATES

REPORT TITLE: 10.1 REPORTS FROM DELEGATES

REPORT FROM: General Manager’s Office

PURPOSE

This report outlines recent meetings conducted by the Section 355 Community Committees and records Councillor attendance at these meetings.

RECOMMENDATION

That Council notes the information contained in this report.

REPORT

Council currently has the following number of Committees, Groups and Industry Structures on which it is represented:

- Councillor/Staff Committees of Council: 4,
- Community Committees of Council: 15,
- Delegates of Council: 1,
- County Councils: 1, and
- Community Committees NOT Committees of Council: 12.

Council delegates were assigned at the Ordinary Council Meeting held on Thursday, 10 October 2024. These delegates will remain in place until the September 2025 Ordinary Council Meeting.

In keeping with past practice, Council resolved the following (in part) at the Ordinary Council Meeting held on Thursday, 10 October 2024:

7.10/24 RESOLUTION

3. All Councillors be required to provide the Executive Assistant to the Mayor and General Manager with all relevant information relating to their attendances at all Committee Meetings during the previous month, in a timely, professional and accurate manner, and that these records of attendance continue to be published for all Councillors under Section 10 “Reports from Delegates” in the following month’s Business Paper.

During July 2025, the following meetings were held by Council Committees, Community Committees of Council, Regional Committees, and Non-Council Community Committees to which Councillors were appointed as delegates:

Date	Committee	Councillor Delegate	Attendance
28.07.2025	Community Access Committee	Cr Sparks	Yes
16.07.2025	Community Services Interagency Committee	Cr Sparks	Yes
16.07.2025	Australian Standing Stones Management Board	Cr Davis Cr Sparks*	No - on leave from 7.7.25 to 27.7.25 Yes

*attended as Delegate for the Mayor

KEY CONSIDERATIONS

Financial/Asset Management

Nil.

Policy

Manual for Community Committees of Council.

Risk

Nil.

Consultation

The Governance Administration Officer provided the information regarding the meetings held by Community Committees of Council.

Individual Councillors provided the information regarding the meetings and functions that they attended.

LINK/S TO THE DELIVERY PROGRAM/OPERATIONAL PLAN

This report links to Council’s Delivery Program *Open and Collaborative Leadership Strategy* O1.1.2 Support open, effective and transparent governance for the benefit of the community and in alignment with modern interpretations of community engagement strategies and policies.

CONCLUSION

Council delegates were assigned at the Council Meeting held on Thursday, 10 October 2024. These delegates will remain in place until the September 2025 Ordinary Council Meeting.

ATTACHMENTS

There are no annexures to this report.

11 MATTERS OF AN URGENT NATURE

12 CONFIDENTIAL MATTERS

CLOSED COUNCIL

To consider Confidential Reports

(Section 10A(2) of The Local Government Act 1993)

Where it is proposed to close part of the Meeting, the Chairperson will allow members of the public to make representations to or at the meeting, before any part of the meeting is closed to the public, as to whether or not that part of the meeting should be closed to the public.

The Chairperson will check with the General Manager whether any written public submissions or representations have been received as to whether or not that part of the meeting should be closed to the public.

The grounds on which part of the Council or Committee meeting may be closed to the public are listed in Section 10A(2) of the *Local Government Act 1993* and are as follows:

- (a) personnel matters concerning particular individuals other than Councillors,
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) during the receipt of information or discussion of information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of any code of conduct requirements applicable under section 440.

Section 10A(3) of the Act provides that Council, or a Committee of the Council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Section 10B(3) of the Act provides that if a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in section 10A(3) of the Act), the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is a matter referred to in section 10A(2) of the Act).

Section 10B(1) of the Act provides that a meeting is not to remain closed to the public during the receipt of information or the discussion of matters referred to in section 10A(2):

- (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
- (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret - unless the Council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest section 10B(4) of the Act states it is irrelevant that:

- (a) a person may interpret or misunderstand the discussion, or
- (b) the discussion of the matter may:
 - (i) cause embarrassment to the Council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the Council or committee.

RECOMMENDATION

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 10A(2) of the Local Government Act 1993:

<i>Item</i>	<i>Report</i>	<i>Reason</i>
<i>12.1</i>	<i>Waste-To-Energy - Public Private Partnership Progress Update And Next Steps</i>	<i>(d) (i) commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it.</i> <i>(g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.</i>
<i>12.2</i>	<i>Sale of 23 Bourke Street, Deepwater</i>	<i>(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.</i>
<i>12.3</i>	<i>Sale of Council Land at Dumaresq Street, Glen Innes</i>	<i>(c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.</i>

The following two (2) recommendations will also be put to the Closed Council:

RECOMMENDATION

That Council moves out of Closed Council into Open Council.

RECOMMENDATION

That the Confidential Closed Council Resolutions be recommended for adoption to the Ordinary Meeting of Council.