

Glen Innes Severn Ordinary Council Meeting

25 JULY 2024

Minutes



SEVERN COUNCIL
ORDINARY MEETING OF COUNCIL

MINUTES

From the meeting held at the Glen Innes Severn Learning Centre,
William Gardner Conference Room, Grey Street, Glen Innes on:

Thursday, 25 July 2024 at 9:00 AM

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COMMUNITY CONSULTATION

No community members addressed Council.

PRESENT: Cr Rob Banham (Mayor), Cr Troy Arandale (Deputy Mayor), Cr Tim Alt, Cr Jack Parry, Cr Andrew Parsons and Cr Carol Sparks.

IN ATTENDANCE: Mr Bernard Smith (General Manager), Mr Keith Appleby (Director of Infrastructure Services), Mr Andrew Neil (Acting Director of Place and Growth), Ms Fiona Plesman (Director of Corporate and Community Services), Mr Dennis McIntyre (Manager of Governance), Mr Samuel Ojo (Acting Chief Financial Officer), and Mrs Debbie Duffell (Executive Assistant (Mayor and General Manager)).

OPENED: 9.00am.

The Mayor read the following statement regarding video and audio recording of the Council Meeting:

"This Council Meeting is being streamed live, recorded and published in accordance with Council's Code of Meeting Practice. No other persons are permitted to record the Meeting, unless specifically authorised by Council to do so.

To those present in the gallery today, by attending a public meeting of the Council you are consenting to your image, voice and comments being recorded and published.

Anyone who is invited to speak during the meeting will be recorded and their voice, image and comments will form part of the live stream and recording.

All speakers are requested to ensure their comments are relevant to the issue at hand and to refrain from making personal comments or criticisms.

The Chair and/or the General Manager have the discretion and authority at any time to direct the termination or interruption of live streaming. Such direction will only be given in exceptional circumstances where deemed relevant. Circumstances may include instances where the content of debate is considered misleading, defamatory or potentially inappropriate to be published.

Attendees are advised that they may be subject to legal action if their actions result in inappropriate and/or unacceptable behaviour and/or comments.

Thank you."

1 ACKNOWLEDGEMENT OF COUNTRY

The Mayor read the following "Acknowledgement to Country":

"I acknowledge the Ngarabul people as the traditional custodians of this land and pay my respect to the Elders past, present and emerging. I also extend that respect to Aboriginal and Torres Strait Islander people here today."

2 OPENING WITH PRAYER

David Robinson opened the Meeting with a prayer.

3 APOLOGIES AND APPLICATIONS FOR A LEAVE OF ABSENCE BY COUNCILLORS

No apologies were given as all Councillors were in attendance.

4 MINUTES OF PREVIOUS ORDINARY MEETING - 27 JUNE 2024 TO BE CONFIRMED

Moved Cr T Alt

Seconded Cr J Parry

1.07/24 RESOLUTION

That the Minutes of the Ordinary Meeting of the Council held on 27 June 2024, copies of which were circulated, be taken as read and confirmed as a correct record of the proceedings of the Meeting.

A division was called for, voting on which was as follows:

For

Against

Cr R Banham
Cr T Arandale
Cr T Alt
Cr J Parry
Cr A Parsons
Cr C Sparks

Nil

The division was declared carried by 6 votes to 0.

CARRIED

5 DISCLOSURES OF CONFLICT OF INTERESTS

There were no disclosures of Conflict of Interests / Pecuniary and Non-Pecuniary Interests.

6 MAYORAL MINUTE

There was no Mayoral Minute.

7 REPORTS TO COUNCIL

7.1 RESOLUTION TRACKING REPORT

REPORT FROM: General Manager's Office

Moved Cr J Parry Seconded Cr C Sparks

2.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.2 CHANGE OF DATE FOR AUGUST 2024 ORDINARY COUNCIL MEETING

REPORT FROM: General Manager's Office

Moved Cr T Alt Seconded Cr J Parry

3.07/24 RESOLUTION

That Council reschedules the date for its August 2024 Ordinary Council Meeting from Thursday, 22 August 2024 to Thursday, 15 August 2024.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.3 NEW ENGLAND WEEDS AUTHORITY

REPORT FROM: General Manager's Office

Moved Cr A Parsons Seconded Cr J Parry

4.07/24 RESOLUTION

THAT Council:

1. Endorses the winding up of the New England Weeds Authority (NEWA).
2. Requests the Minister for Local Government to extend the period of administration for a further three months.
3. Supports the General Managers of the member Councils developing future service delivery models noting the importance of maintaining necessary service levels into the future.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.4 AMENDMENT TO 2024/2025 OPERATIONAL PLAN AND BUDGET

REPORT FROM: Corporate and Community Services

Moved Cr T Arandale Seconded Cr A Parsons

5.07/24 RESOLUTION

That Council endorses the following three capital projects for inclusion in the 2024/25 Operational Plan and Budget:

- Crofters Cottage – new roof – estimated budget \$30k
- Equestrian Park (Hunter Street) – new fence and gate – estimated budget \$25k
- Cricket nets – estimated budget \$50k

A division was called for, voting on which was as follows:

For Cr R Banham Cr T Arandale Cr T Alt Cr J Parry Cr A Parsons Cr C Sparks	Against Nil
--	--------------------

The division was declared carried by 6 votes to 0.

CARRIED

7.5 AMENDMENT TO 2024-2025 FEES AND CHARGES
REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr T Alt

6.07/24 RESOLUTION

THAT Council:

1. Adopts the following amendments to the 2024/2025 Operational Plan Fees and Charges:

a) Planning Certificates:

Name	Year 23/24 Fee (incl. GST)	Year 24/25 Fee (incl. GST)	Increase %	GST	Pricing Principle
Minimum Certificate pursuant to section 10.7 (2) of the Environmental Planning & Assessment Act 1979	\$57.00 (per lot)	\$57.00 (per lot)	0.00%	N	B
Additional Fee for urgent provision of section 10.7 (2) Certificate	\$137.00 (per lot)	\$137.00 (per lot)	0.00%	N	B
Additional information pursuant to section 10.7 (5) of the Environmental Planning & Assessment Act 1979	\$86.00 (per lot)	\$86.00 (per lot)	0.00%	N	B
Additional Fee for urgent provision of section 10.7 (5) Certificate	\$137.00 (per lot)	\$137.00 (per lot)	0.00%	N	B

b) Building Certificates:

(Section 6.24) Class 1 & 10

Class 1 building (together with one associated Class 10 Building) or a Class 10 building	\$250 for each building contained on the property or any other non-exempt building on the allotment
ADDITIONAL FEE for approvals not gained - Associated fees are to be charged for any approvals not gained for the building identified on the Building Information Certificate Application.	As per Quote from Council's Planning Department

Other Class of Building - Floor Area of Building or Part of Building

Not Exceeding 200m2	\$250 per building
200m2 but Not Exceeding 2000m2	\$250 per building - plus an additional \$0.50/m2 over 200m2.
Exceeding 2000m2	\$1165 per building - plus an additional \$0.075/m2 over 2000m2.
ADDITIONAL FEE for approvals not gained - Associated fees are to be charged for any approvals not gained for the building identified on the Building Information Certificate Application.	As per Quote from Council's Planning Department

c) Waste:

- Waste from other Local Government Authorities be subject to approval and a fee determined by quote on assessment of the waste,
- Waste from other Local Government Areas be subject to approval and the fees and charges as per the published Waste Fees and Charges.

This applies to all waste disposed of at any of the Glen Innes Severn Council waste facilities.

Waste Sundry Items

Bulk waste from other Local Government Authorities is subject to approval	By Quotation
Waste from other Local Government Areas is subject to approval	As per published Waste Fees and Charges

d) Australian Celtic Festival (ACF):

- Australian Celtic Festival:
Round up all fees that include 40cents after the dollar.
- Christmas in the Highlands:
Create new section for Christmas in the Highlands fees and place in own section, remove from ACF section.

- Trader site fees – (new consistent wording and description below):
 - o Trader Site – Clan/ASSMB unpowered site 4m x 4m – includes 2 weekend passes and 1 car pass,
 - o Remove the 3 x 3 Clan Unpowered Trader site fees as these do not exist,
 - o Trader Site Unpowered per square metre - \$12 per square metre plus GST,
 - o Trader Site Powered 10 AMP or 15 AMP per square metre - \$15 per square metre plus GST,
 - o Trader Site Powered 20 AMP and 2 x 10 AMP per square metre - \$16 per square metre plus GST,
 - o All Corner Sites – additional site fee \$50,
 - o Bespoke Sites – By Quotation,
 - o Remove Free Standing Site as they don't exist.
- Change Trader Site Deposit to “Trader Site Payment” – Traders will be invoiced from 30 November – full payment to be received as per Council’s 30-day policy. Full refunds will be given prior to COB 28 March 2025. Cancellations after this date will not be refunded.

e) Minerama:

- Outside Traders - remove last option “Outside Traders double site 12 x 10” as does not exist,
- Fossicking Field Trips - remove category as these are no longer facilitated by Council,
- Fossicking Trip Commission - remove category as these are no longer facilitated by Council,
- Entry Fees - daily Gate entry fees remain at \$5.00 per adult. As this is a cash gate, takings will make floats difficult to maintain.

f) Life Choices – Support Services:

Fees and Charges effective from 1 August 2024:

SERVICE	OLD	NEW
Access Bus	\$10.00	\$12.00
Activities and Outings	At cost	At cost
Meals:		
Hot Meals on Wheels	Varies between \$8 and \$14 depending on the meal	\$15.00

Frozen Delivered Meals	Varies between \$8 and \$14 depending on the meal	\$15.00
Centre Prepared Meal	\$12.00	\$12.80
Centre Prepared Light Meal	\$10.00	\$10.60
Centre Prepared Morning or Afternoon Tea	\$6.00	\$6.40

2. Endorses that the Amended Fees and Charges be put out on Public Exhibition as an Annexure to the 2024/2025 Fees and Charges.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.6 CAPITAL PROJECT REVOTES AS AT 30 JUNE 2024

REPORT FROM: Corporate and Community Services

Moved Cr T Arandale Seconded Cr C Sparks

7.07/24 RESOLUTION

That Council endorses the following Capital projects to be revoted from the 2023/2024 Financial Year into the 2024/2025 Financial Year:

No.	Project No.	Project Name	Budget
1	7005C22	Revote23 Jenkins Road LRCI	\$75,154
2	7119C23	Replacement of Emmaville Pool Covers	\$8,950
3	7124C23	CAFS Sunshade for playground equipment	\$50,000
4	7143C23	Unsealed Roads Re-sheeting – Bullock Mountain Road	\$437,360
5	7166C23	SCCF Rd 5 – Anzac Park	\$600,000
6	7182C23	Stronger Country Comm – Sensory Garden	\$50,000
7	7200C24	Haymarket Road Re-sheet	\$285,622
8	7207C24	RRTRP Reg. Roads Betterment	\$736,586

9	7228C24	Leaseback Category 3 vehicle – Manager Regulatory and Planning	\$51,000
10	7231C24	Leaseback Category 4 vehicle – Coordinator Life Choices	\$48,000
11	7237C24	Transfer pump trailer – IWS	\$30,000
12	7238C24	Line marker – Aerodrome	\$6,000
13	7245C24	RRTRP Local Roads – Strathbogie Road	\$1,185,128
14	7246C24	RRTRP Local Roads – Maybole Road	\$2,279,129
15	7248C24	Runway rehabilitation – (funding to be sought)	\$1,202,119
16	7251C24	Life Choices – Replacement of Shredder	\$5,390
17	7261C24	Landfill Upgrade – multiyear project	\$200,000
18		New England Rail Trail – commence survey, design and environmental assessment	\$170,000
TOTAL REVOTES 2024-25			\$7,420,438

A division was called for, voting on which was as follows:

For

Cr R Banham
 Cr T Arandale
 Cr T Alt
 Cr J Parry
 Cr A Parsons
 Cr C Sparks

Against

Nil

The division was declared carried by 6 votes to 0.

CARRIED

7.7 CAPITAL WORKS PROGRAM PROGRESS REPORT AS AT 30 JUNE 2024

REPORT FROM: Corporate and Community Services

Moved Cr T Alt

Seconded Cr J Parry

8.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.8 INVESTMENTS REPORT - JUNE 2024

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr J Parry

9.07/24 RESOLUTION

That Council notes the Investment Report as of 30 June 2024, including the certification by the Responsible Accounting Officer.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.9 QUARTERLY BORROWINGS REPORT AS AT 30 JUNE 2024

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr C Sparks

10.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.10 AUDIT, RISK AND IMPROVEMENT COMMITTEE QUARTERLY UPDATE

REPORT FROM: Corporate and Community Services

Moved Cr T Alt Seconded Cr C Sparks

11.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.11 REVISED COUNCILLOR AND STAFF INTERACTION POLICY

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr J Parry

12.07/24 RESOLUTION

That Council adopts the revised Councillor and Staff Interaction Policy.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.12 ANNUAL REVIEW OF AGENCY INFORMATION GUIDE

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr J Parry

13.07/24 RESOLUTION

That Council adopts the revised Agency Information Guide.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.13 GLEN INNES COMMUNITY ACCESS COMMITTEE - ENDORSEMENT OF ADDITIONAL MEMBER

REPORT FROM: Corporate and Community Services

Moved Cr T Alt Seconded Cr C Sparks

14.07/24 RESOLUTION

That Council endorses the following additional representative to the Glen Innes Community Access Committee:

- Mary Anne Brookfield

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.14 WORKPLACE INJURY MANAGEMENT REPORT AS AT 30 JUNE 2024

REPORT FROM: Corporate and Community Services

Moved Cr J Parry Seconded Cr A Parsons

15.07/24 RESOLUTION

That Council notes the information in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.15 PLANNING PROPOSAL 272 LAMBETH STREET, GLEN INNES

REPORT FROM: Place and Growth

Moved Cr A Parsons Seconded Cr C Sparks

16.07/24 RESOLUTION

That Council endorses the submission of the attached Planning Proposal to the Department of Planning, Housing and Infrastructure.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.16 RESCINDMENT OF THE SINGLE USE PLASTIC POLICY

REPORT FROM: Place and Growth

Moved Cr J Parry Seconded Cr C Sparks

17.07/24 RESOLUTION

That Council rescinds the Single Use Plastic Policy.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.17 DEVELOPMENT ASSESSMENT REPORT: APRIL 2024 - JUNE 2024

REPORT FROM: Place and Growth

Moved Cr T Alt Seconded Cr T Arandale

18.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham Cr T Arandale Cr T Alt Cr J Parry Cr A Parsons Cr C Sparks	Nil

The division was declared carried by 6 votes to 0.

CARRIED

7.18 STANDARD GRAVEL ROYALTY PAYMENTS

REPORT FROM: Infrastructure Services

Moved Cr A Parsons Seconded Cr J Parry

19.07/24 RESOLUTION

THAT Council:

1. Generally, sets the rate of royalty paid for road gravel at \$2.75 per tonne (\$3.50 per tonne for granite) plus GST, this rate to be indexed with reference to inflation at 1 July each year.
2. Authorises agreements to be made with any landholder for the purpose of gravel extraction for road construction, subject to each agreement representing good value for Council when compared with alternate options.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

7.19 EXPRESSIONS OF INTEREST - COUNCIL DEPOT COOL ROOMS

REPORT FROM: Infrastructure Services

Moved Cr T Alt Seconded Cr T Arandale

20.07/24 RESOLUTION

That Council calls for Expressions of Interest for a lease on the Council Depot cool rooms with a further report provided to Council after expressions have been received.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

8 NOTICES OF MOTIONS (INCLUDING RESCISSION MOTIONS) / QUESTIONS WITH NOTICE

There were no notices of motions, rescission motions or questions with notice.

9 CORRESPONDENCE, MINUTES, PRESS RELEASES

9.1 CORRESPONDENCE AND PRESS RELEASES

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr J Parry

21.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

9.2 MINUTES OF COUNCIL COMMUNITY COMMITTEE MEETINGS FOR INFORMATION

REPORT FROM: Corporate and Community Services

Moved Cr A Parsons Seconded Cr C Sparks

22.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

10 REPORTS FROM DELEGATES

10.1 REPORTS FROM DELEGATES

REPORT FROM: General Manager's Office

Moved Cr A Parsons Seconded Cr J Parry

23.07/24 RESOLUTION

That Council notes the information contained in this report.

A division was called for, voting on which was as follows:

For	Against
Cr R Banham	Nil
Cr T Arandale	
Cr T Alt	
Cr J Parry	
Cr A Parsons	
Cr C Sparks	

The division was declared carried by 6 votes to 0.

CARRIED

11 MATTERS OF AN URGENT NATURE

There were no matters of an urgent nature.

12 CONFIDENTIAL MATTERS

There were no confidential matters.

The Meeting closed at 9.37am.