

# **Glen Innes Severn Council Meeting**

**24 APRIL 2025**

## **ANNEXURES**

PAGE

# **Annexures**

### **TABLE OF CONTENTS**

<b>7.1</b>	<b>Resolution Tracking Report</b>	
	Annexure A Outstanding Actions as at 16.4.25.....	3
	Annexure B Actions completed from 1.10.24 to 16.4.25 .....	25
<b>7.7</b>	<b>Recreation and Open Spaces Committee - AGM minutes, committee members, general minutes</b>	
	Annexure A AGM Minutes Recreation and Open Spaces Committee .....	82
<b>7.12</b>	<b>Capital Works Program Progress Report as at 31 March 2025</b>	
	Annexure A Details of Capital Projects as at 31 March 2025 .....	84
<b>7.14</b>	<b>Development Assessment Report - DA 43/24-25 - 76 Blacks Road, Glen Innes</b>	
	Annexure A Assessment Report - DA 43/24-25 - 76 Blacks Road, Glen Innes.....	93
<b>7.15</b>	<b>Development Assessment Report - DA 50/24-25 - 450 Emmaville Road, Glen Innes</b>	
	Annexure A Assessment Report - DA 50/24-25 - 450 Emmaville Road, Glen Innes.....	120
<b>7.18</b>	<b>Lex Ritchie Park - Plan of Management</b>	
	Annexure A DRAFT - Lex Ritchie Park Plan of Management.....	146
	Annexure B Approval to progress to public exhibition and Minister's consent .....	163
	Annexure C Plan of Management - Lex Ritchie Park.....	165
<b>9.2</b>	<b>Minutes of Council Community Committee Meetings for Information</b>	
	Annexure A Australia Day Committee - 5/03/25.....	177
	Annexure B Australian Standing Stones Management Board - 19/02/25.....	179
	Annexure C Australian Standing Stones Management Board - 19/03/25.....	183
	Annexure D Library Committee -18/02/25.....	187





<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
15/12/2022	12.1	Expression of Interest - Proposed Industrial Subdivision Dumaresq Street	<p><b>29.12/22 RESOLUTION</b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>Accepts “in principle” and “without prejudice” the expression of interest submitted by Sandra and Stafania Pallotta from The Organic Tshirt Factory to purchase proposed Lot 3 from the subdivision on Lot 1 DP 500396, 180 Dumaresq Street, Glen Innes industrial land;</li> <li>As per Council resolution 26.11/22, procures a valuation to be undertaken on the remaining four (4) undeveloped lots being lots 1, 2, 3 and 5 and delegates the General Manager or his delegate to negotiate a contract for the sale; and</li> <li>Provides landowner consent for lodging applications for the development on the subject lot.</li> </ol> <p><b>CARRIED</b></p>	30/06/2025	Hunt, David	<p><b>03 Feb 2023 2:09pm Duffell, Debbie - Reallocation</b></p> <p>Action reassigned to Appleby, Keith by Duffell, Debbie - This project is now being delivered by Infrastructure Services.</p> <p><b>07 Feb 2023 12:01pm Duffell, Debbie - Reallocation</b></p> <p>Action reassigned to Price, Sam by Duffell, Debbie - Keith Appleby on leave.</p> <p><b>07 Feb 2023 1:59pm Price, Sam - Target Date Revision</b></p> <p>Target date changed by Price, Sam from 29 December 2022 to 13 March 2023 - New Surveying contractor working thru DA conditions to finalise subdivision</p> <p><b>13 Mar 2023 11:28am Appleby, Keith - Reallocation</b></p> <p>Action reassigned to Hunt, David by Appleby, Keith - This matter falls under Council's property services function.</p> <p><b>16 Mar 2023 10:42am Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 13 March 2023 to 04 June 2023 - Conditions of consent to be completed by Council before subdivision plan can be registered and certificate issued by Council. Valuation has been obtained.</p> <p><b>16 Mar 2023 11:30am Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 04 June 2023 to 31 December 2023 - Delays anticipated for completion of conditions of consent.</p> <p><b>17 Apr 2023 4:13pm Hunt, David</b></p> <p>Meeting has taken place in April between The Organic T-Shirt Company, DIS and DPG to progress expression of interest. Discussions are ongoing.</p> <p><b>10 May 2023 4:14pm Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Company and Glen Innes Severn Council.</p> <p><b>02 Jun 2023 3:07pm Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council.</p>

Division:

Committee:

Officer:

Council

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
						<b>10 Jul 2023 4:34pm Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council.
						<b>14 Aug 2023 3:03pm Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. MAS to confirm with Director of Place and Growth that Organic T-Shirt Factory is still proceeding with their intentions.
						<b>11 Sep 2023 12:55pm Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.
						<b>03 Oct 2023 3:22pm Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.
						<b>26 Oct 2023 10:08am Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.
						<b>04 Dec 2023 4:26pm Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.
						<b>04 Dec 2023 4:27pm Hunt, David - Target Date Revision</b> Target date changed by Hunt, David from 31 December 2023 to 30 April 2024 - Target date changed to allow additional time to progress the EOI.
						<b>31 Jan 2024 12:08pm Hunt, David</b> Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.

Division:

Committee:

Officer:

Council

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
						<p><b>06 Mar 2024 4:52pm Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.</p> <p><b>09 Apr 2024 8:24am Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.</p> <p><b>08 May 2024 8:08am Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.</p> <p><b>08 May 2024 8:09am Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 30 April 2024 to 27 December 2024 - To allow sub-division and negotiations to progress.</p> <p><b>11 Jun 2024 11:51am Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.</p> <p><b>08 Aug 2024 8:47am Hunt, David</b></p> <p>Discussions are still ongoing between The Organic T-Shirt Factory and Glen Innes Severn Council. Intention to purchase is still ongoing however a smaller block is desired if available.</p> <p><b>17 Oct 2024 8:35am Hunt, David</b></p> <p>Once works have been completed and the sub-division DA approved, lots can be listed for sale. The Organic T-Shirt Factory will be informed of the lots being listed for sale.</p> <p><b>05 Nov 2024 3:50pm Hunt, David</b></p> <p>Once works have been completed and the sub-division DA approved, lots can be listed for sale. The Organic T-Shirt Factory will be informed of the lots being listed for sale.</p>

<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

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						<b>04 Feb 2025 12:24pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 27 December 2024 to 30 June 2025 - To allow for sub-division works to be completed and lots listed for sale.  <b>04 Feb 2025 12:25pm Hunt, David</b>  Once works have been completed and the sub-division DA approved, lots can be listed for sale. The Organic T-Shirt Factory will be informed of the lots being listed for sale.  <b>07 Apr 2025 9:08am Hunt, David</b>  Independent valuer engaged to provide value of lots for sale. Once received, a Real Estate Agent can be engaged to sell the lots. The Organic T-Shirt company will be provided the valuation of the lot for consideration. Expected listing of remaining lots - end of April, beginning of May.
21/12/2023	12.2	Proposed Sale of 181 Bourke Street, Glen Innes	<b>20.12/23 RESOLUTION</b>  THAT Council:  1. Notes the requirement to reclassify the land as operational and endorses the commencement of that process.  2. Accepts, in principle, the expression of interest received for the sale of the property at 181 Bourke Street, Glen Innes in the amount of \$301,500 plus GST.  3. Authorises the General Manager to negotiate the terms and conditions.  4. Receives a further report to consider the final contract of sale.  <b>CARRIED</b>	30/06/2025	Hunt, David	<b>31 Jan 2024 12:14pm Hunt, David</b>  Work is underway to reclassify property as Operational which will allow sale to continue. All Operational and Community assets are being reviewed and reclassified if necessary. This will involve community consultation and will take approximately 6 months.  <b>31 Jan 2024 12:16pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 04 January 2024 to 31 August 2024 - Date revised to allow for reclassification to Operational land to occur. This involves community consultation and is expected to take 6 months to complete.  <b>06 Mar 2024 4:59pm Hunt, David</b>  Work is underway to reclassify property as Operational which will allow sale to continue. All Operational and Community assets are being reviewed and reclassified if necessary. This will involve community consultation and will take approximately 6 months.  <b>09 Apr 2024 8:25am Hunt, David</b>  Work is underway to reclassify property as Operational which will allow sale to continue. All Operational and Community assets are being reviewed and reclassified if necessary. This will involve community consultation and

Division:

Committee:

Officer:

Council

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
						<p>will take approximately 6 months.</p> <p><b>08 May 2024 8:10am Hunt, David</b></p> <p>Work is underway to reclassify property as Operational which will allow sale to continue. All Operational and Community assets are being reviewed and reclassified if necessary. This will involve community consultation and will take approximately 6 months.</p> <p><b>11 Jun 2024 11:53am Hunt, David</b></p> <p>Work is underway to reclassify property as Operational which will allow sale to continue. All Operational and Community assets are being reviewed and reclassified if necessary. This will involve community consultation and will take approximately 6 months.</p> <p><b>08 Aug 2024 8:52am Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 31 August 2024 to 28 February 2025 - Date changed to allow for land to be reclassified to Operational from Community and Expressions of Interest to be received.</p> <p><b>17 Oct 2024 8:37am Hunt, David</b></p> <p>Reclassification of land from Community to Operational is still underway. Sale can't progress until the land is reclassified.</p> <p><b>05 Nov 2024 3:50pm Hunt, David</b></p> <p>Reclassification of land from Community to Operational is still underway. Sale can't progress until the land is reclassified.</p> <p><b>04 Feb 2025 12:32pm Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 28 February 2025 to 30 June 2025 - To allow for land to be reclassified from Community to Operational.</p> <p><b>04 Feb 2025 12:32pm Hunt, David</b></p> <p>Reclassification of land from Community to Operational is still underway. Sale can't progress until the land is reclassified.</p> <p><b>07 Apr 2025 9:10am Hunt, David</b></p> <p>Reclassification of land from Community to Operational is still underway. Sale can't progress until the land is reclassified.</p>

Division:

Committee:

Officer:

Council

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
22/02/2024	12.2	Sale of Council Land at 180 Dumaesq Street, Glen Innes	<b>23.02/24 RESOLUTION</b>  THAT Council:  1. Rescinds part 4 of Council Resolution 19.05/20.  2. Approves the sale of Lot 4, 180 Dumaesq Street, Glen Innes in the amount of \$100,000 plus GST to Mr de Jong of Catch Power.  3. Authorises for the Common Seal of the Glen Innes Severn Council to be affixed to a Contract for the sale of Lot 4, 180 Dumaesq Street, Glen Innes, at a sale price of \$100,000 plus GST.  4. Authorises expenditure associated with the legal transfer, to be funded from the proceeds of sale and recognised in a future quarterly budget review.  5. Offers the remaining four lots at the current market value.  <b>CARRIED</b>	30/06/2025	Hunt, David	<b>06 Mar 2024 5:00pm Hunt, David</b>  Lawyer has been engaged to proceed with sale of Council Land. Formalities still proceeding.  <b>06 Mar 2024 5:03pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 07 March 2024 to 30 April 2024 - Lawyer engaged to proceed with sale. Initial Target date set with unrealistic targets.  <b>09 Apr 2024 8:25am Hunt, David</b>  Contract of sale being finalised with lawyers.  <b>08 May 2024 8:10am Hunt, David</b>  Awaiting Council's Conveyancer and Buyer's Conveyancer to provide an update on this matter.  <b>16 May 2024 4:19pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 30 April 2024 to 30 June 2024 - Awaiting advice from Council's Conveyancer on execution of contracts.  <b>11 Jun 2024 11:54am Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 30 June 2024 to 31 July 2024 - Awaiting final contracts to be exchanged between both parties. Target date changed to allow for settlement.  <b>08 Aug 2024 8:52am Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 31 July 2024 to 31 December 2024 - Settlement on contracts for sale of land is now the 31/12/2024 to allow for appropriate subdivision plans to be submitted and approved.  <b>17 Oct 2024 8:38am Hunt, David</b>  Settlement on contracts for sale of land is the 31/12/2024 to allow for appropriate subdivision plans to be submitted and approved.  <b>05 Nov 2024 3:51pm Hunt, David</b>  Settlement on contracts for sale of land is the 31/12/2024 to allow for appropriate subdivision plans to be submitted and approved.

<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
						<b>04 Feb 2025 12:33pm Hunt, David - Target Date Revision</b> Target date changed by Hunt, David from 31 December 2024 to 30 June 2025 - To allow for sub-division works to be completed and lots for sale to be listed. <b>04 Feb 2025 12:33pm Hunt, David</b> Settlement of contract with Mr DeJong has been delayed due to a delay in registering the subdivision with the appropriate authorities. Council's solicitor is working through this breach of contract with no expected adverse actions. <b>07 Apr 2025 9:10am Hunt, David</b> Contract of sale expected to settle mid-April 2025. No further delays expected. <b>09 Apr 2025 3:04pm Hunt, David</b> Contract of Sale settlement took place on 09/04/2025 to Kraeveit Pty Ltd atf JS Dejong Family Trust. Outstanding action of listing lots for sale will take place once an independent valuation takes place on the lots. A valuer has been engaged.
22/02/2024	7.13	Reclassification of Council Owned Land	<b>15.02/24 RESOLUTION</b>  THAT Council:  1. Endorses the submission of the attached planning proposal for Gateway Determination to the Department of Planning, Housing and Infrastructure.  2. Notes that a subsequent report detailing the outcomes of public exhibition and public hearing will be reported back to Council.  <b>CARRIED</b>	30/05/2025	Sheridan, Riarna	<b>28 Feb 2024 10:00am Neil, Andrew</b> Planning Proposal Submitted for Gateway Determination 28/2/24 <b>19 Mar 2024 9:48am Neil, Andrew - Target Date Revision</b> Target date changed by Neil, Andrew from 07 March 2024 to 07 September 2024 - The timeframe for receiving Gateway Determination, undertaking Public Hearings and reporting back to Council will be a minimum of six months from the resolution of Council. <b>19 Mar 2024 9:54am Neil, Andrew</b> Request for amended maps to align with Department template received from Department of Planning 12/3/24. Currently amending maps for resubmission by 22/3/24 <b>17 Apr 2024 12:03pm Neil, Andrew</b> Revised PP sent to Department of Planning

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
						<div><div>18 Jul 2024 12:11pm Neil, Andrew</div><div>Gateway Determination anticipated week ending 23/08/2024</div><div>06 Aug 2024 11:16am Neil, Andrew</div><div>Request for additional information from Department received. 9/8/24 target for sending back.</div><div>15 Oct 2024 4:12pm Neil, Andrew - Target Date Revision</div><div>Target date changed by Neil, Andrew from 07 September 2024 to 20 December 2024 - Awaiting finalisation.</div><div>11 Dec 2024 10:31am Neil, Andrew - Target Date Revision</div><div>Target date changed by Neil, Andrew from 20 December 2024 to 31 January 2025 - Allow for DPE to complete taking into account Christmas shutdown</div><div>12 Feb 2025 11:33am Neil, Andrew - Target Date Revision</div><div>Target date changed by Neil, Andrew from 31 January 2025 to 28 February 2025 - Comments from DOP currently being made to finalise</div><div>14 Mar 2025 12:51pm Ford, Gregory - Reallocation</div><div>Action reassigned to Sheridan, Riarna by Ford, Gregory - Andrew Neil has Left Council</div><div>02 Apr 2025 4:26pm Sheridan, Riarna - Target Date Revision</div><div>Target date changed by Sheridan, Riarna from 30 April 2025 to 30 May 2025 - Gateway Determination received from Department 28/03/25. Strategic Planning Consultant engaged to complete remainder of process including conducting public hearings. Process anticipated to be completed by 30 May 2025.</div></div>
27/06/2024	7.13	Dwelling Opportunities Map Review	<div>14.06/24 RESOLUTION</div> <div>THAT Council:</div> <div>1. Permits landowners to make a submission to Council for potential inclusion of properties to the Dwelling Opportunity Map.</div>	30/05/2025	Sheridan, Riarna	<div>18 Jul 2024 12:11pm Neil, Andrew</div> <div>Advertising material currently being finalised for publication. Target 9/8/24</div> <div>18 Jul 2024 2:42pm Duffell, Debbie - Target Date Revision</div> <div>Target date changed by Duffell, Debbie from 11 July 2024 to 02 August 2024</div>



Division:

Committee:

Officer:

Council

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			2. Notes that the properties submitted, as well as a recommendation for inclusion or exclusion, will be reported back to a future meeting of Council to enable a planning proposal to be submitted to the Department of Planning, Housing and Infrastructure.			<b>06 Aug 2024 12:04pm Neil, Andrew</b> Advertising material currently being finalised for publication. Target 9/8/24 <b>06 Aug 2024 12:06pm Neil, Andrew - Target Date Revision</b> Target date changed by Neil, Andrew from 02 August 2024 to 09 August 2024 <b>06 Aug 2024 1:08pm Neil, Andrew - Target Date Revision</b> Target date changed by Neil, Andrew from 09 August 2024 to 29 November 2024 - Allow for report back to Council <b>11 Dec 2024 10:32am Neil, Andrew - Target Date Revision</b> Target date changed by Neil, Andrew from 29 November 2024 to 21 March 2025 - EOI process completed. Reviewing and preparing Council report <b>21 Mar 2025 9:14am Duffell, Debbie - Reallocation</b> Action reassigned to Sheridan, Riarna by Duffell, Debbie - Ceased employment with Council. <b>29 Mar 2025 9:01am Sheridan, Riarna - Target Date Revision</b> Target date changed by Sheridan, Riarna from 21 March 2025 to 30 May 2025 - RFQ process completed and the services of a contract Strategic Planner secured to finalise the dwelling opportunities map review. Consultant will prepare the report confirming number of Dwelling Opportunity map submissions received and next steps to the Ordinary Meeting of Council scheduled for May 2025.
27/06/2024	12.4	Sale of 23 Bourke Street, Deepwater	<b>24.06/24 RESOLUTION</b>  THAT Council:  1. Rescinds Council Resolution 19.12/23, noting the withdrawal of the associated offer.  2. Accepts the alternate offer as received for the sale of land at 23 Bourke Street, Deepwater in the amount of \$90,000.	30/06/2025	Hunt, David	<b>18 Jul 2024 2:40pm Duffell, Debbie - Target Date Revision</b> Target date changed by Duffell, Debbie from 11 July 2024 to 26 July 2024 <b>08 Aug 2024 8:56am Hunt, David - Target Date Revision</b> Target date changed by Hunt, David from 26 July 2024 to 31 December 2024 - Date changed to allow for negotiation and exchange of contracts with new Purchaser. Council proceeding to engage a Surveyor to ensure block of land for sale does not encroach on existing SES shed on adjacent block of land.

<b>Division:</b>		<b>Date From:</b>
<b>Committee:</b> Council		<b>Date To:</b>
<b>Officer:</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>
<b>Action Sheets Report</b>		

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			3. Authorises for the Common Seal of Glen Innes Severn Council to be affixed to the Contract for the Sale of Land between the Glen Innes Severn Council and Zanemax Pty Ltd as Trustee for Bradrach Super, at a sale price of \$90,000.			<b>17 Oct 2024 8:41am Hunt, David</b> Contract negotiation still underway with interested party.
			4. Adds the proceeds of sale to the internal reserve for co-location of Council offices.			<b>05 Nov 2024 3:54pm Hunt, David</b> Contract negotiation still underway with interested party.
			<b>CARRIED</b>			<b>04 Feb 2025 12:35pm Hunt, David - Target Date Revision</b> Target date changed by Hunt, David from 31 December 2024 to 30 June 2025 - Initial real estate agent provided with notice to terminate agreement due to sale not occurring. Date changed to allow for engagement of new agent.
						<b>04 Feb 2025 12:35pm Hunt, David</b> Real Estate Agent provided with notice of termination of contract. New agent to be engaged. Expected engagement in March 2025.
						<b>21 Mar 2025 12:18pm Hunt, David</b> Expression of Interests released to 4 x real estate agents for analysis and selection to list block of land for sale.
						<b>07 Apr 2025 9:13am Hunt, David</b> Expressions of Interest received from 3 x Real Estate Agents. Real Estate Agent to be selected and proceed to sell vacant land.
27/06/2024	7.14	Derry Place Road Closure	<b>15.06/24 RESOLUTION</b>  THAT Council:  1. Proceeds to close the road corridor that holds Derry Place.  2. Determines the area of land needed within Lot 7 Deposited Plan 1008237 to enable a cul-de-sac head in Penzance Street.  3. Confirms its intention to exchange land from the closed Derry Place for a partial widening of Penzance Street, subject to a further report that sets appropriate compensation, having regard to valuation of both parcels by an independent registered property valuer.	30/06/2025	Hunt, David	<b>16 Jul 2024 2:16pm Reid, Adam</b> Due to illness of Property Officer, this has not progressed. Notification to service providers to be issued  <b>16 Jul 2024 2:18pm Reid, Adam - Target Date Revision</b> Target date changed by Reid, Adam from 11 July 2024 to 31 January 2025 - Time required for process of road closure  <b>07 Aug 2024 11:24am Reid, Adam</b> Notification period set for 15 August 2024 to 12 September 2024  <b>15 Aug 2024 2:54pm Reid, Adam</b> Notification sent to all notifiable authorities, adjoining land holders, local newspapers, and Council website on 15 August 2024 for a period of 28

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			CARRIED			days <b>18 Oct 2024 1:52pm Reid, Adam</b> New England Surveying and Engineering have been engaged to complete the road closure on behalf of Council in tandem with the land owners subdivision plans. Negotiations surrounding the payment to Council for the land to be acquired and exchanged will be held at the time of subdivision <b>04 Nov 2024 3:02pm Reid, Adam</b> Property Officer awaiting quote for closure of road corridor to on bill to Land owners <b>03 Jan 2025 1:53pm Reid, Adam</b> Property Officer waiting on confirmation of payment for the oncost for survey works <b>21 Jan 2025 3:33pm Reid, Adam</b> Received payment from Allcrete on 20/01/2025. Notification sent to New England Surveying and Engineering to begin process. <b>21 Jan 2025 4:03pm Reid, Adam - Target Date Revision</b> Target date changed by Reid, Adam from 31 January 2025 to 30 June 2025 - Payment received to start survey work received 20/01/2025 <b>10 Feb 2025 8:36am Duffell, Debbie - Reallocation</b> Action reassigned to Hunt, David by Duffell, Debbie - Resignation of Officer. <b>07 Apr 2025 9:12am Hunt, David</b> New England Surveying and Engineering engaged to prepare Compiled Plan, Liaise with Crown Lands Office, Lodge plan with Glen Innes Severn Council and lodge documentation with NSW Land Registry Service.

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
15/08/2024	L.1	Expressions of Interest - Council Depot Cool Rooms	<div><div>13.08/24 RESOLUTION</div><div>That Council authorises the General Manager to enter into an agreement for the use of the Council Depot cool room area with the original interested party in the event that the Expression of Interest process reveals no other interest, noting any agreement is subject to the expected reclassification of the land as Operational land.</div><div>CARRIED</div></div>	30/06/2025	Hunt, David	<div><div>30 Aug 2024 10:00am Appleby, Keith - Reallocation</div><div>Action reassigned to Hunt, David by Appleby, Keith - .</div><div>17 Oct 2024 8:42am Hunt, David</div><div>Expression of Interest for the lease / use of the Cool rooms was completed. One EOI was received. Negotiations underway with the interested party. For the lease to proceed, physical works including electrical will need to be completed. These are currently being investigated.</div><div>17 Oct 2024 9:22am Hunt, David - Target Date Revision</div><div>Target date changed by Hunt, David from 29 August 2024 to 31 January 2025 - Target date changed to allow negotiations to occur and physical works required to be determined.</div><div>05 Nov 2024 3:54pm Hunt, David</div><div>Expression of Interest for the lease / use of the Cool rooms was completed. One EOI was received. Negotiations underway with the interested party. For the lease to proceed, physical works including electrical will need to be completed. These are currently being investigated.</div><div>04 Feb 2025 12:38pm Hunt, David - Target Date Revision</div><div>Target date changed by Hunt, David from 31 January 2025 to 30 June 2025 - To allow for land to be reclassified from Community to Operational.</div><div>04 Feb 2025 12:38pm Hunt, David</div><div>Land must be reclassified from Community to Operational before lease can be negotiated. Estimated value of works required by Council to be completed before lease can be taken up is \$150,000. A budget must be created for this.</div><div>07 Apr 2025 9:14am Hunt, David</div><div>Discussions still ongoing with interested party regarding space necessary and traffic movements. Expected to take occupation in late June, pending delivery of equipment. Lease details to be finalised.</div></div>

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
28/11/2024	9.5	Petition for Street Surveillance in the Central Business District	<b>21.11/24 RESOLUTION</b>  THAT Council:  1. Receives and notes the petition.  2. Notes the allocation in the current budget for CCTV for Council assets.  3. Continues to apply for external funding.  4. Works with the community to encourage property owners to install CCTV on their own premises.  5. Develops a Public Safety and Asset Protection CCTV Strategy incorporating Council installed cameras, mobile cameras, lighting, and property owner installed cameras.  6. Expresses its extreme concern regarding the impact on the community of crime particularly in public areas and makes a commitment to address the issue as much as possible, and that the General Manager be requested to bring back a comprehensive report to Council regarding the matter.  7. Notes the information presented to the meeting by Cr D Scott.  <b>CARRIED</b>	27/06/2025	Lawes, Tess	<b>02 Dec 2024 3:52pm Smith, Bernard - Reallocation</b>  Action reassigned to Burley, Gayleen by Smith, Bernard - Leave it to you Gayleen to refer. Suggest a staged approach with a report to the February Workshop  <b>10 Dec 2024 4:34pm Burley, Gayleen - Reallocation</b>  Action reassigned to Lawes, Tess by Burley, Gayleen - Manager responsible for CCTV  <b>12 Dec 2024 2:17pm Burley, Gayleen - Target Date Revision</b>  Target date changed by Burley, Gayleen from 12 December 2024 to 27 June 2025 - Development of strategy will require specifications, budget and expertise.
28/11/2024	6.1	New England Rail Trail	<b>3.11/24 RESOLUTION</b>  THAT Council:  1. Continues to support the delivery of the New England Rail Trail (NERT) through advocating to State and Federal Government to reverse the decision to withdraw the BLER Funding;	30/04/2025	Price, Sam	<b>05 Dec 2024 9:43am Smith, Bernard - Reallocation</b>  Action reassigned to Appleby, Keith by Smith, Bernard - I will call re this Keith  <b>12 Dec 2024 4:31pm Appleby, Keith - Target Date Revision</b>  Target date changed by Appleby, Keith from 12 December 2024 to 30 March 2025.

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			2. Continues to utilise the previously committed \$170,000 for survey, design and environmental assessment of NERT to meet the NSW Rail Trails Framework requirements;			12 Dec 2024 4:31pm Appleby, Keith A report regarding the TfNSW Integrated Strategic Plan is included in the December ordinary Council meeting.
			3. Requests the General Manager to submit a grant application to the Federal Government's Regional Precincts and Partnerships Program (RPPP) – Stream Two: Precinct delivery to fund Stage 1 of the NERT - Glen Innes to Ben Lomond;			04 Feb 2025 12:46pm Hunt, David Due to departure of DIS, no further work has been completed on this action. Guidance to be sought from GM on next steps. 06 Feb 2025 3:24pm Duffell, Debbie - Reallocation Action reassigned to Hunt, David by Duffell, Debbie - Acting DIS 06 Mar 2025 1:40pm Hunt, David - Reallocation Action reassigned to Price, Sam by Hunt, David - Change of Acting Director Position.
			4. Requests the General Manager to initiate and partner with Friends of New England Rail Trail and Armidale Regional Council on a robust engagement strategy for the NERT project to address community concerns and miss-information on the return of trains to the Northern Line and to continue community engagement to support future funding applications;			03 Apr 2025 11:28am Price, Sam - Target Date Revision Target date changed by Price, Sam from 30 March 2025 to 30 April 2025 - Grant application has been submitted in Feb
			5. Requests the General Manager to bring a report to 19 December Ordinary Council Meeting on a plan and the availability of funds to conduct a robust and representative review of local community and public transport needs in preparation for a submission to the New England and North West Strategic Regional Integrated Transport Plan 'Have your say' portal.			
			CARRIED			

Division:

Committee:

Officer:

Council

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
28/11/2024	12.1	Purchase of Property	<b>24.11/24 RESOLUTION</b>  THAT Council:  1. Authorises for the Common Seal of the Glen Innes Severn Council to be affixed to the Contract for the sale and purchase of the building and land as indicated on Plans A and B between the Glen Innes Severn Council and the Glen Innes Mackenzie Mall Pty Ltd ATF Glen Innes Mackenzie Mall Unit Trust and in accordance with the terms outlined in the report.  2. Authorises for the Mayor and the General Manager to execute all documents relating to the purchase of the building and land.  3. Authorises the expenditure plus GST if applicable, as outlined in the report for the purchase of the building and land plus all associated and necessary disbursements, fees and duties.  4. Raises the total loan borrowings of \$6,000,000 staged as required over a 2-year period commencing in the current financial year to fund the purchase and the necessary works to complete the project.  5. Gives public notice of its intentions to classify the land as Operational Land in accordance with the provisions of Section 34 of the <i>Local Government Act 1993</i> and that submissions be received for a minimum period of 28 days closing at 4:00pm on 24 January 2025.  6. That, if no objecting submissions are received, Council classifies the property being land owned by the Council that is shown as Lot 1 on Plan B as Operational Land in accordance with Section 31 of the <i>Local Government Act 1993</i> .	01/06/2025	Smith, Bernard	<b>11 Dec 2024 1:09pm Smith, Bernard - Target Date Revision</b>  Target date changed by Smith, Bernard from 12 December 2024 to 01 June 2025 - Matter will take time to resolve

<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			7. Notes that the land currently used for carparking is to continue in that form.  <b>CARRIED</b>			
19/12/2024	7.7	Operational Plan 2024-2025 Periodic Review (H1)	<b>8.12/24 RESOLUTION</b>  That Council:  1. Requests the General Manager to provide a simple methodology to Council staff to improve consistency and relevant commentary in reports to Council as a means of improving transparency and understanding.  2. That the approach in point 1 be demonstrated in the next Operational Plan update as part of the Quarterly Budget Review in alignment with Resolution 9.11/24.  <b>CARRIED</b>	22/05/2025	Smith, Bernard	<b>31 Jan 2025 10:33am Smith, Bernard - Target Date Revision</b>  Target date changed by Smith, Bernard from 02 January 2025 to 20 February 2025 - Report to February meeting  <b>14 Mar 2025 1:04pm Smith, Bernard - Target Date Revision</b>  Target date changed by Smith, Bernard from 20 February 2025 to 22 May 2025 - Aligns with QBR3
20/02/2025	8.1	Notice of Motion - SEATA	<b>18.02/25 RESOLUTION</b>  That Council requests council officers to prepare a report to the Council Ordinary Meeting to be held on Thursday, 24 April 2025 to advise Council of the potential costs, benefits and risks involved in delivering the following:  1. Creation of a Business Plan to:  a. Assist SEATA in the commercialisation of their proprietary technology.  b. Establish a retail Energy Supply business for the benefit of residents and Council.	24/04/2025	Smith, Bernard	<b>14 Mar 2025 1:06pm Smith, Bernard - Target Date Revision</b>  Target date changed by Smith, Bernard from 06 March 2025 to 24 April 2025 - Original date did not align with the resolution



<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			<div><div>2.</div><div>A public private partnership agreement with SEATA for the use of the Business Plan to raise both awareness, in the community, and capital.</div></div> <div><div>3.</div><div>A pathway which upon completion of the Business Plan and the receipt of a both a positive Cost Benefit Ratio (CBR) and positive Environmental Protection Authority (EPA) test results and licence, due to be available in July 2025, enables Council:<div><div>a.</div><div>To negotiate the purchase of the first commercial unit to be used to treat both local Glen Innes and regional carbonaceous waste.</div></div><div><div>b.</div><div>To negotiate with SEATA a commercial agreement to establish the manufacture of pyrolysis units in Glen Innes.</div></div><div><div>c.</div><div>To support SEATA with an agreement to provide industrial land to facilitate the manufacture of units as per point 3b.</div></div></div></div>			
			CARRIED			
07/03/2025	4.1	Expression of Interest - Sale of 146 and 148 Church Street	<div>2.03/25 RESOLUTION</div> <div>THAT Council:</div> <div><div>1.</div><div>Accepts the offer of \$250,000 from New England CT Pty Ltd and proceeds with the sale of 146 and 148 Church Street, incorporating the below items into the contract as applicable, and</div></div>	30/06/2025	Hunt, David	<div>07 Apr 2025 9:21am Hunt, David</div> <div>Tenterfield Surveying engaged to prepare subdivision documents. APJ Law engaged to draft lease conditions and contract of sale.</div> <div>07 Apr 2025 9:22am Hunt, David - Target Date Revision</div> <div>Target date changed by Hunt, David from 21 March 2025 to 06 April 2025 - To allow further time to complete actions.</div>

4.

Advice to Council on possible budget allocation to progress this initiative.

<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			2.			08 Apr 2025 1:55pm Hunt, David - Target Date Revision Target date changed by Hunt, David from 06 April 2025 to 30 June 2025 - Date revised to allow for subdivision to be prepared and lodged.
			3.			
			4.			
			5.			
			6.			
			<b>CARRIED</b>			

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
19/03/2025	6.1	Mayoral Minute ALGA 2025 Federal Election Campaign	<b>6.03/25 RESOLUTION</b>  THAT Council:  1. Supports the national federal election funding priorities identified by the Australian Local Government Association (ALGA); and  2. Supports and participates in the Put Our Communities First federal election campaign; and  3. Writes to the local federal member(s) of Parliament, all known election candidates in local federal electorates and the President of the Australian Local Government Association expressing support for ALGA's federal election funding priorities.  <b>CARRIED</b>	02/05/2025	Smith, Bernard	<b>03 Apr 2025 4:09pm Smith, Bernard - Target Date Revision</b>  Target date changed by Smith, Bernard from 02 April 2025 to 02 May 2025 - Target date aligns with election date
19/03/2025	7.2	Operational Management and Improvement of the Glen Innes Highlands Hub	<b>8.03/25 RESOLUTION</b>  THAT Council:  1. Notes the contents of this report on the operational management and performance of the Highlands Hub.  2. Endorses the implementation of immediate short-term improvements, including:  (a) A temporary marketing and engagement plan to increase awareness and facility usage.  (b) Engagement with key stakeholders, including local businesses, universities, community organisations and funding bodies to explore additional revenue opportunities and partnerships to enhance the Hub's financial sustainability.	30/09/2025	Sheridan, Riarna	<b>25 Mar 2025 11:48am Smith, Bernard - Reallocation</b>  Action reassigned to Sheridan, Riarna by Smith, Bernard  <b>02 Apr 2025 5:17pm Sheridan, Riarna - Target Date Revision</b>  Target date changed by Sheridan, Riarna from 02 April 2025 to 30 September 2025 - Works are now underway in line with the short-term improvements outlined in the resolution. The completion date has been extended to the end of September in accordance with point 3 of the resolution, which requires a report to be presented to Council's Ordinary Meeting in September 2025 on the progress of short-term improvements and strategic planning efforts.

<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			(c) A review of staffing and resource allocation to assess the need for dedicated on-site support.  (d) A financial and facility maintenance review to identify cost-saving measures and address ongoing operational inefficiencies.  3. Requests a report on the progress of short-term improvements and strategic planning efforts for Council's consideration at its September 2025 Ordinary Meeting (six months from the date of this resolution).			
			CARRIED			
19/03/2025	12.1	New England Weeds Authority	23.03/25 RESOLUTION  THAT Council:  1. Notes that ownership of the property located at 1 Waller Avenue, Armidale (the Property) will be transferred to the constituent Councils following dissolution of the New England County Council by proclamation made by the Minister for Local Government pursuant to section 383(2) of the Local Government Act 1993 (NSW).  2. Notes that the Property will be owned as tenants in common by each constituent Council that previously contributed to the New England County Council in the following shares:  a. Uralla Shire Council: 18%  b. Walcha Shire Council: 18%  c. Glen Innes Severn Council: 22%  d. Armidale Regional Council: 42%	30/05/2025	Smith, Bernard	03 Apr 2025 4:06pm Smith, Bernard - Target Date Revision  Target date changed by Smith, Bernard from 02 April 2025 to 30 May 2025 - Matter ongoing

Division:

Committee: Council

Officer:

Date From:

Date To:

Action Sheets Report

Printed: Wednesday, 16 April 2025 3:20:22 PM

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
			<div><div>3.</div><div>Resolves that the property located at 1 Waller Avenue, Armidale (the Property) be classified as operational land under section 31 of the <i>Local Government Act 1993 (NSW)</i>.</div></div> <div><div>4.</div><div>Endorses the proposed lease arrangements negotiated by the Administrator on behalf of the Minister and the constituent Councils.</div></div> <div><div>5.</div><div>Authorises the General Manager (or delegate) to negotiate and execute all necessary documentation to effect the transfer of the Property, including but not limited to transfer documents, and any other ancillary agreements.</div></div> <div><div>6.</div><div>Writes to the NSW Minister for Primary Industries and Agriculture seeking an urgent release of the Weed Action Program (WAP) funds for the current financial year and confirmation of pro-rata funding provisions for the constituent Councils post NECC dissolution.</div></div> <div>CARRIED</div>			
19/03/2025	9.4	Minutes of Other Organisations for Information	<div><div>20.03/25</div><div>RESOLUTION</div></div> <div>THAT:</div> <div><div>1.</div><div>Council notes the information contained in this report.</div></div> <div><div>2.</div><div>Any minutes presented to Council by other organisations be included as an annexure in the Business Paper, as relevant to our Local Government Area.</div></div> <div>CARRIED</div>	15/05/2025	Carroll, Jeff	<div><div>16 Apr 2025 10:14am</div><div>Carroll, Jeff - Target Date Revision</div></div> <div>Target date changed by Carroll, Jeff from 02 April 2025 to 15 May 2025 - Due to privacy implications, discussions are ongoing as to the most appropriate way to provide this information to Councillors.</div>

<b>Division:</b>		<b>Date From:</b>	
<b>Committee:</b>	Council	<b>Date To:</b>	
<b>Officer:</b>			
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:20:22 PM</b>	

^MEETING DATE	ITEM NO.	SUBJECT	MOTION	TARGET DATE	RESPONSIBLE OFFICER	COMMENTS
19/03/2025	9.3	Minutes of Non-Council Community Committees for Information	<b>19.03/25 RESOLUTION</b>  THAT:  1. Council notes the information contained in this report.  2. Any minutes presented to Council by non-council community committees be included as an annexure in the Business Paper.  CARRIED	15/05/2025	Carroll, Jeff	<b>16 Apr 2025 10:14am Carroll, Jeff - Target Date Revision</b>  Target date changed by Carroll, Jeff from 02 April 2025 to 15 May 2025 - Due to privacy implications, discussions are ongoing as to the most appropriate way to provide this information to Councillors.

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
25/07/2024	7.19	Expressions of Interest - Council Depot Cool Rooms	<b>20.07/24 RESOLUTION</b>  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.  <b>CARRIED</b>	Hunt, David	<b>08 Aug 2024 8:59am Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 08 August 2024 to 31 December 2024 - Expression of Interest document to be released to the Public. Report to be provided to Council after expressions have been received. Valuation currently underway to provide Council with a guide to value.  <b>02 Oct 2024 2:09pm Hunt, David - Completion</b>  Completed by Hunt, David (action officer) on 02 October 2024 at 2:09:50 PM - Expression of Interest released. One EOI received. A separate Council resolution allows the General Manager to enter into an agreement if only one EOI is received. This action will close and further work will continue with the separate action.	02/10/2024
10/10/2024	7.5	Fixing of the Dates and Times for Ordinary Council Meetings	<b>5.10/24 RESOLUTION</b>  That Council sets the dates and times for the Ordinary Council Meetings which are to be held from October 2024 until September 2025 as follows:  <b>CARRIED</b>	Duffell, Debbie	<b>15 Oct 2024 3:09pm Duffell, Debbie - Completion</b>  Completed by Duffell, Debbie (action officer) on 15 October 2024 at 3:09:50 PM - Dates emailed to Library Staff for booking of William Gardner Conference Room, meetings added in Infocouncil, dates emailed to Interstream for live streaming, dates emailed to Media Officer for information.	15/10/2024

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
		Date	Location	Time		
		Thursday, 24 October 2024	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 28 November 2024	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 19 December 2024	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 20 February 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 27 March 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 24 April 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 22 May 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 26 June 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 24 July 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 28 August 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
		Thursday, 25 September 2025	William Gardner Conference Room, Glen Innes Severn Learning Centre	9.00am		
10/10/2024	7.6	Casual Vacancies of Councillors	<b>6.10/24 RESOLUTION</b>  That pursuant to section 291A(1) (b) of the Local Government Act 1993 (the Act), Glen Innes Severn Council declares that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on Saturday, 14 September 2024 are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act.  <b>CARRIED</b>	Smith, Bernard	<b>15 Oct 2024 2:51pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 15 October 2024 at 2:51:48 PM - EC advised	15/10/2024



Action Sheets Report	Division:	Date From:
	Committee: Council	Date To: 16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM	

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED										
10/10/2024	7.7	Delegates on Committees	<p><b>7.10/24 RESOLUTION</b></p> <p>That:</p> <p>1. Council nominates the following Councillors as Council's delegates to sit on the following committees from Thursday, 10 October 2024 until the September 2024 Ordinary Meeting of Council - as detailed in the list below:</p> <p>2. Council confirms the importance of its Community Committee structure to facilitate the necessary flow of communication and information from its committees back to Council and vice versa.</p> <p>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.</p> <p>4. All Councillors ensure that matters of significance from the various Committees are brought back to Council for information and/or further discussion.</p> <p><b>CARRIED</b></p>	McIntyre, Dennis	<p><b>16 Oct 2024 11:26am McIntyre, Dennis - Completion</b></p> <p>Completed by McIntyre, Dennis (action officer) on 16 October 2024 at 11:26:15 AM - Letters have been prepared and sent to all committees by the Governance Officer</p>	16/10/2024										
		<table><tr><th>NAME OF COMMITTEE</th><th>DELEGATES</th></tr><tr><td colspan="2">Council Committees</td></tr><tr><td>Annual Donations Review Committee</td><td>Cr T Arandale, Cr M Elphick, and Cr C Sparks Meets in August each year</td></tr><tr><td>Audit, Risk and Improvement Committee</td><td>Cr M Elphick</td></tr><tr><td>General Manager's Appraisal Committee</td><td>Mayor, Deputy Mayor, Cr M Elphick, and a Councillor nominated by the General Manager</td></tr></table>		NAME OF COMMITTEE	DELEGATES	Council Committees		Annual Donations Review Committee	Cr T Arandale, Cr M Elphick, and Cr C Sparks Meets in August each year	Audit, Risk and Improvement Committee	Cr M Elphick	General Manager's Appraisal Committee	Mayor, Deputy Mayor, Cr M Elphick, and a Councillor nominated by the General Manager			
NAME OF COMMITTEE	DELEGATES															
Council Committees																
Annual Donations Review Committee	Cr T Arandale, Cr M Elphick, and Cr C Sparks Meets in August each year															
Audit, Risk and Improvement Committee	Cr M Elphick															
General Manager's Appraisal Committee	Mayor, Deputy Mayor, Cr M Elphick, and a Councillor nominated by the General Manager															

Action Sheets Report	Division:	Date From:
	Committee: Council	Date To: 16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
		Glen Innes Severn Learning Centre Management Committee		Mayor		
		Community Committees of Council (Exercising Functions under s.355)				
		Australia Day Committee	Cr A Parsons, and Cr T Arandale			
		Australian Standing Stones Management Board	Mayor and Cr T Arandale			
		Emmaville Mining Museum Committee	Cr T Arandale			
		Emmaville War Memorial Hall Committee	Cr T Arandale			
		Glencoe Hall Committee	Cr M Elphick			
		Glen Elgin Federation Sports Committee	Cr T Arandale			
		Pinkett Recreation Reserve Management Committee	Cr T Arandale			
		Stonehenge Reserve Trust	Cr M Elphick, and Cr T Arandale			
		Community Committees of Council (Advisory)				
		Aboriginal Consultative Committee	Mayor, and Cr C Sparks			
		Community Access Committee	Cr C Sparks			
		Glen Innes Saleyards Advisory Committee	Mayor, Cr T Arandale and Cr T Alt			
		Recreation and Open Spaces Advisory Committee	Mayor, and Cr T Alt			
		Library Committee (Managed under Section 11 of the Libraries Act)	Mayor			
		Public Arts Advisory Group	Mayor, and Cr C Sparks			
		Roads Consultative Committee	Mayor, Cr T Alt, and Cr T Arandale			
		Delegate of the Council				
		Joint Regional Planning Panel	Mayor, and Cr C Sparks (two Council nominees as community representatives)			
		Community Committees NOT Committees of Council				
		Arts North West Inc	Cr C Sparks			
		Community Safety Precinct Committee	Mayor			
		Community Services Interagency Committee	Cr C Sparks			

Action Sheets Report	Division:	Date From:
	Committee: Council	Date To:
		Printed: Wednesday, 16 April 2025 3:26:47 PM

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			Deepwater Progress Association	Cr T Alt, and Cr A Parsons		
			Glen Innes and District Community Centre Inc.	Cr C Sparks, and Cr A Parsons		
			Glen Innes Correctional Centre Community Committee	Mayor		
			GLENRAC	Cr M Elphick		
			Local Traffic Committee	Mayor (with voting rights)		
			Rural Fire District Liaison Committee	Cr T Alt, and Cr C Sparks		
			Sapphire Wind Farm Community Consultative Committee	Cr C Sparks		
			White Rock Wind Farm Community Consultative Committee	Cr M Elphick		
			White Rock Wind Farm Community Fund Committee	Cr M Elphick		
27/06/2024	7.9	Youth Services Policy & Procedure	<b>10.06/24 RESOLUTION</b>  That Council:  1. Reviews and adopts the revised Youth Services Policy with the addition of the following points contained within the outcomes sub heading on page 3 of the policy / page 84 of the annexures:  <div><input checked="" type="checkbox"/> Work together with local agencies to address, educate and limit youth crime,  <input checked="" type="checkbox"/> Outcomes measured and reported to council annually.</div>  2. Notes the Youth Services Procedure with the addition of the below paragraph included in the sub heading Membership on page 2 of the procedure / page 90 of the annexures:  <div><input checked="" type="checkbox"/> The Youth Booth aims to be a safe place for all members and as such members that display unacceptable behaviour, bullying or harassment of other members or staff will be asked to leave and their membership will be reviewed.</div>  <b>CARRIED</b>	Brackenborough, Ellie	<b>18 Jul 2024 2:50pm Duffell, Debbie - Target Date Revision</b>  Target date changed by Duffell, Debbie from 11 July 2024 to 26 July 2024 - Policy to be prepared for publication.  <b>07 Aug 2024 4:35pm Duffell, Debbie - Target Date Revision</b>  Target date changed by Duffell, Debbie from 26 July 2024 to 16 August 2024 - Final amendments to be made to the Policy prior to publication.  <b>17 Oct 2024 11:41am Ford, Gregory - Completion</b>  Completed by Ford, Gregory on behalf of Brackenborough, Ellie (action officer) on 17 October 2024 at 11:41:16 AM - Policy and procedure updated and endorsed in line with resolution, copies to be uploaded to council website.	17/10/2024



Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			2. Council places on exhibition the revised draft Public Art Policy and draft Public Art Guidelines, for 28 days from Thursday, 22 August 2024 until Wednesday, 18 September 2024.			
			3. Council displays the draft Public Art Policy and draft Public Art Guidelines on Council's website, and makes them available for viewing at the following locations: <ul style="list-style-type: none"><li>• Council's Town Hall Office,</li><li>• Council's Church Street Office, and</li><li>• The Village Post Offices of Deepwater, Emmaville and Glencoe.</li></ul>			
			4. A further report to Council be prepared after the exhibition period in the event of Council receiving any substantial submissions regarding the draft Public Art Policy and draft Public Art Guidelines; otherwise, that the draft Public Art Policy and draft Public Art Guidelines be adopted by Council.			
			CARRIED			
24/10/2024	7.10	Recreation and Open Spaces Committee - Endorsement of additional members	16.10/24 RESOLUTION  That Council endorses the following additional representatives to the Recreation and Open Spaces Committee: <ul style="list-style-type: none"><li>• Carlene Knight, and</li><li>• Bob Davidson.</li></ul>	Murray, Simone	29 Oct 2024 1:41pm Murray, Simone - Completion  Completed by Murray, Simone (action officer) on 29 October 2024 at 1:41:12 PM - Confirmation letter sent to committee on 29.10.2024	29/10/2024
			CARRIED			
24/10/2024	7.11	Revised Australia Day Awards and Citizenship Ceremony Policy	17.10/24 RESOLUTION  That Council adopts the revised Australia Day Awards and Citizenship Ceremony Policy.	Murray, Simone	29 Oct 2024 11:26am Murray, Simone - Completion  Completed by Murray, Simone (action officer) on 29 October 2024 at 11:26:06 AM - Advised the AD Committee of updated policy. Has been registered in ECM and RelianSys and forwarded to Records Supervisor to load onto Internet and Intranet.	29/10/2024
			CARRIED			

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
24/10/2024	7.8	Draft Resourcing Strategy including the 2025 to 2035 Long Term Financial Plan and Councils Draft Workforce Management Strategy	<b>14.10/24 RESOLUTION</b>  That Council defers consideration of this item.  <b>CARRIED</b>	Plesman, Fiona	<b>29 Oct 2024 11:36am Plesman, Fiona - Completion</b>  Completed by Plesman, Fiona (action officer) on 29 October 2024 at 11:36:17 AM - Alternative LTFP is currently being drafted	29/10/2024
24/10/2024	7.4	Deputy Mayoral Fee	<b>12.10/24 RESOLUTION</b>  That a Deputy Mayoral fee be paid in accordance with the <i>Local Government Act 1993</i> with the conditions to be determined at a future meeting of Council.  <b>CARRIED</b>	McIntyre, Dennis	<b>30 Oct 2024 10:59am McIntyre, Dennis - Completion</b>  Completed by McIntyre, Dennis (action officer) on 30 October 2024 at 10:59:45 AM - Noted and advised Finance	30/10/2024
24/10/2024	7.3	Instrument of Delegation - Council to the General Manager	<b>11.10/24 RESOLUTION</b>  That Council requests that the Instrument of Delegation – General Manager be aligned with current procurement policy and remains at the status quo.  <b>CARRIED</b>	McIntyre, Dennis	<b>30 Oct 2024 11:00am McIntyre, Dennis - Completion</b>  Completed by McIntyre, Dennis (action officer) on 30 October 2024 at 11:00:22 AM - Delegation to GM already is in alignment with the Procurement Policy. Status quo maintained.	30/10/2024
24/10/2024	7.12	Revised Australian Standing Stones Management Board Terms of Reference	<b>18.10/24 RESOLUTION</b>  That Council adopts the revised Australian Standing Stones Management Board Terms of Reference.  <b>CARRIED</b>	McIntyre, Dennis	<b>30 Oct 2024 10:59am McIntyre, Dennis - Completion</b>  Completed by McIntyre, Dennis (action officer) on 30 October 2024 at 10:59:34 AM - Updated	30/10/2024
24/10/2024	7.2	New England Weeds Authority	<b>10.10/24 RESOLUTION</b>  1. That the report be received and noted.  2. That, in conjunction with the Armidale Regional Council, Uralla Shire Council, and Walcha Council, Council prepares a joint Proposal to the Minister for Local Government to dissolve the New England County Council.  3. That the Proposal include the transfer of responsibilities under the Biosecurity Act from the New England County Council to the four constituent Councils.	Smith, Bernard	<b>04 Nov 2024 2:06pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 04 November 2024 at 2:06:14 PM - Administrator of the N	04/11/2024

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			4. That Council works with the other constituent Councils, New England County Council and the Office of Local Government to achieve the earliest possible date for the transfer of Biodiversity Act Responsibilities.			
			5. That Council advises the Audit Office NSW of its commitment to provide financial assistance to ensure the financial sustainability of the New England County Council until it is dissolved.			
			CARRIED			
28/03/2024	12.2	146-148 Church Street - Expression of Interest	18.03/24 RESOLUTION  THAT Council:  1. Notes the submission received for the Expression of Interest for lease / licence and/or redevelopment of 148 Church Street, Glen Innes.  2. Declines to accept the offer from Luke and Peter Pedlow for the purchase of 148 Church Street, Glen Innes.  3. Seeks a highest and best use outcome for this site via the engagement of a national commercial property agency.  CARRIED	Hunt, David	05 Apr 2024 9:40am Burley, Gayleen - Reallocation  Action reassigned to Hunt, David by Burley, Gayleen - Points 1 and 2 have been actioned by DPG. Point 3 is a Property action.  09 Apr 2024 8:27am Hunt, David - Target Date Revision  Target date changed by Hunt, David from 11 April 2024 to 31 July 2024 - Initial target date unrealistic.  08 May 2024 8:12am Hunt, David  Actions have not progressed at this stage. Actions to commence mid- May.  11 Jun 2024 11:56am Hunt, David  3 x National agencies have been approached to provide a proposal. One has been received and is under review.  08 Aug 2024 8:54am Hunt, David - Target Date Revision  Target date changed by Hunt, David from 31 July 2024 to 31 December 2024 - 1 x Agency provided a quote to provide a report on the best use for this vacant building / land. MAS will approach additional agencies to list for sale / lease.	05/11/2024





Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
24/10/2024	7.17	Laws and Enforcement: Alcohol Free Zones	<b>23.10/24 RESOLUTION</b>  THAT Council:  1. Declares in the township of Glen Innes as an Alcohol Free Zone for the whole of Grey Street between Taylor Street and Oliver Street; including those streets, public places and car parks intersecting and adjacent to Grey Street from the eastern side of East Avenue and the western side of Church Street.  2. Advertises the establishment of the Alcohol Free Zone described in paragraph one above by publishing notice on Council's website and through Council's social media channels.  3. Declares the area described in paragraph one above to be an Alcohol Free Zone for a period of four years from seven days after the notice first appeared on Council's website.  4. Consults with the Glen Innes Police about the appropriate locations of the existing signage.  <b>CARRIED</b>	Leach, Emily	<b>07 Nov 2024 10:45am Leach, Emily - Completion</b>  Completed by Leach, Emily (action officer) on 07 November 2024 at 10:45:46 AM - AFZ to be reinstated. Media releases have been posted as required. Stickers to be created and once received signage to be updated.	07/11/2024
24/10/2024	7.18	Laws and Enforcement: Alcohol Prohibited Areas	<b>24.10/24 RESOLUTION</b>  THAT Council:  1. Declares the following locations within Glen Innes as Alcohol Prohibited Areas (Alcohol Consumption by Permit Only): Coronation Park (Skate Park) Lions Park, Veness Park, Anzac Park, King Edward Park, King George Oval and Park, Wilson Park, Quinton Park and O'Shea Park.  2. Advertises the re-establishment of the Alcohol Prohibited Areas (Alcohol Consumption by Permit Only) mentioned in paragraph one above by publishing notice on Council's website and through Council's social media channels.  3. Declares the areas mentioned in paragraph one above to be Alcohol Prohibited Areas (Alcohol Consumption by Permit Only) for a period of four years, from seven days after the	Leach, Emily	<b>07 Nov 2024 10:46am Leach, Emily - Completion</b>  Completed by Leach, Emily (action officer) on 07 November 2024 at 10:46:25 AM - APA to be reinstated. Media releases have been posted as required. Stickers to be created and once received signage to be updated. A follow up report to Council will be submitted as requested following an investigation into additional areas.	07/11/2024

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			notice first appeared on Council's website.			
			4. Consults with the Glen Innes Police about the current locations of existing signage and determines if these locations are still appropriate.			
			5. Requests the Director of Place and Growth to undertake further investigations for all Council owned or managed recreation parks within Glen Innes and provide a report back to Council.			
			<b>CARRIED</b>			
22/02/2024	12.1	Tender - Collection and Recycling of Used Mattresses	<b>22.02/24 RESOLUTION</b>  THAT Council:  1. Awards Tender F4121 for the Collection and Recycling of Used Mattresses to Commonwealth Steel Pty Ltd (trading as Molycop 360) for their tendered price as set out in this report for the initial two year term.  2. Delegates authority to execute the contracts for the Collection and Recycling of Used Mattresses to the General Manager and permission be granted for the use of the Council Seal on any relevant document if required.  <b>CARRIED</b>	Burley, Gayleen	<b>07 Mar 2024 11:53am Burley, Gayleen</b>  Contract is currently being executed at the regional level.  <b>07 Mar 2024 11:54am Burley, Gayleen - Target Date Revision</b>  Target date changed by Burley, Gayleen from 07 March 2024 to 04 April 2024 - Contract is being executed at the regional level.  <b>03 Apr 2024 9:20am Burley, Gayleen - Target Date Revision</b>  Target date changed by Burley, Gayleen from 04 April 2024 to 26 April 2024 - Currently awaiting execution at Regional level (NIRW).  <b>07 May 2024 4:52pm Burley, Gayleen - Target Date Revision</b>  Target date changed by Burley, Gayleen from 26 April 2024 to 30 April 2024 - Contract being executed at regional level.  <b>14 May 2024 7:43am Burley, Gayleen - Target Date Revision</b>  Target date changed by Burley, Gayleen from 30 April 2024 to 28 June 2024 - The contract is being executed at a Regional level by NIRW.  <b>16 Jul 2024 11:58am Burley, Gayleen - Target Date Revision</b>	11/11/2024

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					Target date changed by Burley, Gayleen from 28 June 2024 to 27 September 2024 - Contract negotiations have stalled between NIRW Group and Molycop 360.  <b>15 Oct 2024 11:43am Burley, Gayleen - Target Date Revision</b>  Target date changed by Burley, Gayleen from 27 September 2024 to 30 November 2024 - A new report will be provided to the November 2024 Council meeting as an update on this matter.  <b>11 Nov 2024 12:53pm Burley, Gayleen - Completion</b>  Completed by Burley, Gayleen (action officer) on 11 November 2024 at 12:53:38 PM - Updated report to be provided to the November 2024 Council meeting.	
28/11/2024	7.4	Deputy Mayoral Fee	<b>5.11/24 RESOLUTION</b>  That the Deputy Mayor be paid 50% of the Mayoral fee when the Deputy Mayor is acting Mayor for a minimum period of two weeks.  <b>CARRIED</b>	Smith, Bernard	<b>02 Dec 2024 3:48pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 02 December 2024 at 3:48:47 PM - To be actioned as required	02/12/2024
21/12/2023	7.2	Housing	<b>4.12/23 RESOLUTION</b>  THAT Council:  1. Notes the need for an adequate supply of diverse housing in Glen Innes.  2. Endorses further investigation of the options outlined in the report.  3. Reviews its own regulatory requirements to ensure the provision of new housing is not unnecessarily hindered.  <b>CARRIED</b>	Smith, Bernard	<b>02 Feb 2024 2:00pm Smith, Bernard - Target Date Revision</b>  Target date changed by Smith, Bernard from 04 January 2024 to 01 April 2024 - Long term project  <b>17 Apr 2024 2:09pm Duffell, Debbie - Target Date Revision</b>  Target date changed by Duffell, Debbie from 01 April 2024 to 20 December 2024 - Long term project.  <b>02 Dec 2024 3:50pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 02 December 2024 at 3:50:35 PM - Report presented	02/12/2024

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>	Council	<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					to November Workshop	
28/11/2024	7.5	Annual Report for Financial Year 2024 and the Report on the Community Strategic Plan 2022-2032	<b>6.11/24 RESOLUTION</b>  That Council endorses the Glen Innes Severn Council Annual Report for the 2023/2024 Financial Year and the End of Term/Report against the Community Strategic Plan 2022-2032 for display on Council's website and notification to the Minister for Local Government by Friday, 29 November 2024, with an amendment that the Foreword written by the previous Mayor, Robert Banham, be included in the 2023/2024 Annual Report.  <b>CARRIED</b>	Murray, Simone	<b>04 Dec 2024 10:53am Murray, Simone - Completion</b>  Completed by Murray, Simone (action officer) on 04 December 2024 at 10:53:17 AM - Updated FY24 Annual Report with the addition of the previous Mayor's (Rob Banham) message. The Annual Report and End of Term Report (Reporting on the Community Strategic Plan 2022-2032) have been added to Council's website and emailed to the OLG on 29.11.2024.	04/12/2024
28/11/2024	7.12	Request to Rescind Recreation and Open Spaces Best Practice Policy	<b>13.11/24 RESOLUTION</b>  That Council endorses the rescindment of the Recreation and Open Spaces Best Practice Policy.  <b>CARRIED</b>	Burley, Gayleen	<b>10 Dec 2024 4:33pm Burley, Gayleen - Completion</b>  Completed by Burley, Gayleen (action officer) on 10 December 2024 at 4:33:03 PM - Policy has been rescinded.	10/12/2024
28/11/2024	7.13	Development Assessment Report - General Managers Residence	<b>14.11/24 RESOLUTION</b>  That Council approves DA 30/24-25 for alterations and additions to a dwelling house in accordance with the conditions of consent attached report prepared by Council's Consulting Town Planner.  <b>CARRIED</b>	Neil, Andrew	<b>11 Dec 2024 10:33am Neil, Andrew - Completion</b>  Completed by Neil, Andrew (action officer) on 11 December 2024 at 10:33:13 AM - Report Completed and DA issued	11/12/2024
23/03/2023	7.16	New England Rail Trail - Glen Innes to Ben Lomond	<b>19.03/23 RESOLUTION</b>  That Council progresses the lease arrangements and commences the design process for the construction and ongoing operation of the New England Rail Trail between Glen Innes and Ben Lomond.  <b>CARRIED</b>	Appleby, Keith	<b>18 Apr 2023 5:29pm Appleby, Keith</b>  A meeting has been held with NSW Public Works Advisory to prepare an application for additional funding as identified in the desktop review. A draft lease area has been forwarded to TfNSW for review.  <b>19 Apr 2023 4:52pm Appleby, Keith - Target Date Revision</b>  Target date changed by Appleby, Keith from 06 April 2023 to 31 August 2023 - The lease agreement is expected to take a number of	12/12/2024

Action Sheets Report	Division:	Date From:	1.10.24
	Committee:	Date To:	16.4.25
	Council	Printed:	Wednesday, 16 April 2025 3:26:47 PM

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					months to progress through the process.	
					<b>15 May 2023 1:20pm Appleby, Keith</b> TfNSW were contacted for an update regarding the lease. The relevant officer advised that the review of Council's draft corridor has not yet been undertaken due to workload and provided an apology. Separately an application has been drafted for additional funding under the BLERF program in accordance with the desktop review completed by Public Works Advisory.	
					<b>02 Jun 2023 2:06pm Appleby, Keith</b> TfNSW have responded with an update regarding the lease process, noting that the following pathway is now understood, • Agreement of boundary between GISC and TfNSW, • Approval from Minister to undertake s99E consultation, • Undertake s99E consultation, • Take outcomes of consultation to Minister along with request to approve drafting of authorising regulations by Parliamentary Counsels Office, • Make Regulation, Council is still waiting for feedback from the draft boundary it has provided. An ETA for a decision on the additional funding has also been requested.	
					<b>10 Jul 2023 3:35pm Appleby, Keith</b> Followed up with TfNSW who advised that the general regulations need to be redrafted for the new minister. TfNSW also apologised for the extended delay in reviewing the proposed lease boundary and advised they will chase up internally once again.	
					<b>15 Aug 2023 9:53am Appleby, Keith</b> Following extended delays, a briefing meeting has now been arranged by TfNSW for both Armidale Regional and Glen Innes Severn council to be held on Thursday 24 August.	
					<b>15 Aug 2023 9:57am Appleby, Keith - Target Date</b>	

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>Revision</b>  Target date changed by Appleby, Keith from 31 August 2023 to 31 December 2023 - Delays have been encountered during engagement with TfNSW regarding the proposed lease of the rail corridor.  <b>14 Sep 2023 10:04am Appleby, Keith</b>  A meeting was held between TfNSW. Armidale Regional Council and GISC to provide an update on the process for the lease of the corridor. At this stage ARC has not provided their draft corridor to TfNSW for review.  <b>23 Sep 2023 1:51pm Appleby, Keith - Target Date Revision</b>  Target date changed by Appleby, Keith from 31 December 2023 to 30 March 2024 - Advised by TfNSW that process will take 20 weeks once the lease terms have been agreed between Council and TfNSW.  <b>07 Nov 2023 11:27am Appleby, Keith</b>  The draft boundary provided by Council staff to TfNSW in March has finally been reviewed and returned to Council for comment on Tuesday 31 October. The revised draft was approved for progression of the lease on Thursday 2 November subject to confirmation that existing leases on the corridor will not prevent the project from being undertaken.  <b>01 Dec 2023 2:55pm Appleby, Keith</b>  A project steering group has been established with representatives from Armidale Regional Council.  <b>06 Mar 2024 4:46pm Appleby, Keith</b>  Council has been requested by the funding body to review a number of factors required to obtain approval from the relevant Minister in accordance with the NSW Rail Trails Framework. As a result, an external independent community survey has been	

Action Sheets Report	Division:	Date From:	1.10.24
	Committee: Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					undertaken to obtain a fresh understanding of community sentiment. The report is pending.  <b>06 Mar 2024 4:52pm Appleby, Keith - Target Date Revision</b>  Target date changed by Appleby, Keith from 30 March 2024 to 30 June 2024 - Council has been requested to provide further information to progress formal approval of the project lease.  <b>17 Apr 2024 12:06pm Appleby, Keith</b>  Council has responded to the request for further information calling for the funding body to execute the funding deed and release funding to undertake the studies required to enable approval of the lease under the NSW Rail Trails Framework.  <b>10 May 2024 4:03pm Appleby, Keith</b>  An update report has been prepared for the extraordinary meeting of Council to be held on 16 May 2024.  <b>07 Jun 2024 2:36pm Appleby, Keith</b>  The application for third party works approval to enter the corridor for survey has been progressed. The funding body has also been provided with the request for change of scope and execution of the funding deed, with a stage for early works.  <b>04 Jul 2024 3:24pm Appleby, Keith</b>  Council has followed up with the funding body and has been advised that a decision regarding Councils request to enter into a staged funding deed for the Glen Innes to Glencoe section will be made in the near future.  <b>04 Jul 2024 3:30pm Appleby, Keith - Target Date Revision</b>  Target date changed by Appleby, Keith from 30 June 2024 to 30 December 2024 - Council continues to wait for the execution of the funding	





Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
28/11/2024	7.6	Presentation of Revised Draft Financial Statements for year ended 30 June 2024	<p><b>7.11/24 RESOLUTION</b></p> <p>THAT Council:</p> <p>1. Receives and notes the changes to the Statement of Councillors and Management, operating result and financial position as reported in the revised Year End 2023/24 Financial Statements.</p> <p>2. In accordance with Section 413 (2) (c) of the <i>Local Government Act 1993</i>:</p> <p>a. Resolves that, in its opinion, the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2024 are properly drawn up in accordance with the provisions of the <i>Local Government Act 1993</i> and the Regulations.</p> <p>b. Authorises for the Financial Statements for the year ending 30 June 2024 to be certified and signed by the Mayor, the Deputy Mayor, the General Manager and the Responsible Accounting Officer on behalf of Council.</p> <p>3. Refers the Financial Statements to Council's Auditor for audit.</p> <p>4. Delegates authority to the General Manager to forward the Audited Financial Statements to the Office of Local Government.</p> <p>5. Delegates Authority to the General Manager to place the Audited Financial Statements on public exhibition and give notice that Council will present its Audited Financial Statements at the next Ordinary Council Meeting.</p> <p>6. Requests its Audit Risk and Improvement Committee to present back to a Council Meeting following the conclusion of the 2023/2024 Audit.</p> <p><b>CARRIED</b></p>	Mohammed, Shageer	<p><b>12 Dec 2024 9:58am Mohammed, Shageer - Completion</b></p> <p>Completed by Mohammed, Shageer (action officer) on 12 December 2024 at 9:58:25 AM - Completed</p>	12/12/2024

		Division:		Date From:		1.10.24
		Committee:		Date To:		16.4.25
Action Sheets Report		Council		Printed: Wednesday, 16 April 2025 3:26:47 PM		
MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
16/05/2024	4.2	New England Rail Trail Update	<b>2.05/24 RESOLUTION</b>  THAT Council:  1. Makes application to the Bushfire Local Economic Recovery Fund to amend the scope of the New England Rail Trail to include only the section between Glen Innes and Glencoe.  2. Reaffirms its request of the Bushfire Local Economic Recovery Fund to execute the funding deed at the earliest opportunity, with an initial stage available to fund the works required to obtain approval.  3. Authorises the General Manager to enter into a funding deed to construct the New England Rail Trail between Glen Innes and Glencoe,  4. Authorises the expenditure of \$170,000 from Council's general fund to commence survey, design and environmental assessment of the New England Rail Trail, noting that this may not be able to be reimbursed from the offered funding.  5. That prior to any physical Rail Trail construction occurs: a) A project Cost / Benefit analysis be carried out by an independent provider. b) That all stakeholders be consulted. c) That a comprehensive project risk assessment be carried out. d) That the alternative options for the trail be fully investigated. e) A detailed current project budget is prepared together with an annual operating budget and be made public to demonstrate Councils transparency and good governance.  <b>CARRIED</b>	Appleby, Keith	<b>14 Jun 2024 2:22pm Appleby, Keith</b>  The application for third party works approval to enter the corridor for survey has been progressed. The funding body has also been provided with the Council resolution request for change of scope and execution of the funding deed, with a stage for early works.  <b>20 Jun 2024 2:54pm Duffell, Debbie - Target Date Revision</b>  Target date changed by Duffell, Debbie from 30 May 2024 to 05 July 2024  <b>04 Jul 2024 3:40pm Appleby, Keith - Target Date Revision</b>  Target date changed by Appleby, Keith from 05 July 2024 to 30 December 2024 - Points 1,2 and 4 have been completed. Point 3 is pending the offer of a funding deed from the department.  <b>12 Dec 2024 4:33pm Appleby, Keith - Completion</b>  Completed by Appleby, Keith (action officer) on 12 December 2024 at 4:33:21 PM - The application for funding under the BLERF program has been withdrawn.	12/12/2024

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
28/11/2024	12.2	IT System Improvement and Stabilisation Program - Business Systems RoadMap	<b>25.11/24 RESOLUTION</b>  THAT Council:  1. Endorses the IT Systems Improvement and Stabilisation Program - Business Systems Improvement Road Map;  2. Approves the addition of \$500,000 as an allocation in the March 2025 Quarterly Budget Review for the Business Systems Improvement Road Map.  <b>CARRIED</b>	Mohammed, Shageer	<b>12 Dec 2024 9:59am Mohammed, Shageer - Completion</b>  Completed by Mohammed, Shageer (action officer) on 12 December 2024 at 9:59:58 AM - IT roadmap endorsed and works will now begin as per the roadmap	12/12/2024
24/10/2024	7.5	Draft General Purpose and Special Purpose Financial Statements and Special Schedules for the 2023/2024 Financial Year	<b>13.10/24 RESOLUTION</b>  THAT Council:  1. In accordance with Section 413 (2) (c) of the <i>Local Government Act 1993</i> :  a. Resolves that, in its opinion, the General Purpose Financial Statements and the Special Purpose Financial Statements for the year ended 30 June 2024 are properly drawn up in accordance with the provisions of the <i>Local Government Act 1993</i> and the Regulations.  b. Authorises for the Financial Statements for the year ending 30 June 2024 to be certified and signed by the Mayor, the Deputy Mayor, the General Manager and the Responsible Accounting Officer on behalf of Council.  2. Refers the Financial Statements to Council's Auditor for audit.  3. Delegates authority to the General Manager to forward the Audited Financial Statements to the Office of Local Government.  4. Delegates Authority to the General Manager to place the Audited Financial Statements on public exhibition and give notice that Council will present its Audited Financial Statements at the next Ordinary Council Meeting.  <b>CARRIED</b>	Mohammed, Shageer	<b>22 Nov 2024 9:46am Mohammed, Shageer - Target Date Revision</b>  Target date changed by Mohammed, Shageer from 07 November 2024 to 30 November 2024 - Revised FS going to council on 28 November  <b>12 Dec 2024 9:55am Mohammed, Shageer - Completion</b>  Completed by Mohammed, Shageer (action officer) on 12 December 2024 at 9:55:16 AM - Completed and submitted	12/12/2024

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
27/10/2022	7.16	Acquisition of Lot 721 DP 753282, Blue Hills Road	<b>18.10/22 RESOLUTION</b>  THAT Council:  1. Proceeds with the compulsory acquisition of land described as Lot 721 DP 753282 for the purpose of landfill buffer in accordance with the requirements of the Land Acquisition (Just Terms Compensation) Act 1991.  2. Makes an application to the Minister of Local Government and the Governor of NSW for approval to acquire Lot 721 DP 753282 by compulsory process under section 186(1) of the Local Government Act 1993.  3. Upon acquisition of Lot 721 DP 753282 Blue Hills Road, Glen Innes, classifies the land as Operational Land.  4. Authorises for the Mayor and the General Manager to sign the necessary documents relating to the acquisition of Lot 721 DP 753282 Blue Hills Road, Glen Innes.  <b>CARRIED</b>	Reid, Adam	<b>31 Oct 2022 9:43am Lamsal, Pramod - Completion</b>  Action completed by Lamsal, Pramod - Resolved by Council meeting on 27 Oct 2022.  <b>23 Jun 2023 2:24pm Duffell, Debbie - Completion</b>  Uncompleted by Duffell, Debbie  <b>10 Jul 2023 12:21pm Reid, Adam</b>  Property Administration Officer currently in discussions with Crown Land on how to progress the purchase of the land in question. Meeting between Crown Lands, Property Administration Officer, Director Infrastructure Services, and Director Place and Growth to occur 14th July 2023  <b>10 Jul 2023 12:24pm Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 10 November 2022 to 30 December 2023 - Property Administration Officer continuing on work from past employees  <b>25 Jul 2023 10:39am Reid, Adam</b>  Native Title Consultant to be hired to ensure proper procedure is completed.  <b>29 Aug 2023 12:23pm Reid, Adam</b>  Awaiting confirmation of meeting with Native Title Consultant to discuss  <b>04 Oct 2023 9:00am Reid, Adam</b>  Still awaiting confirmation of Native Title meeting. Property Administration Officer to request a meeting date  <b>01 Nov 2023 4:06pm Reid, Adam</b>  Property Administration Officer still awaiting response	18/12/2024

Action Sheets Report	Division:	Date From:	1.10.24
	Committee:	Committee:	Council
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>15 Dec 2023 8:59am Reid, Adam</b>  Property Administration Officer to reconnect with Crown Land in the new year to reengage the subject.  <b>15 Dec 2023 9:01am Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 30 December 2023 to 29 March 2024 - Interruptions to the process due to unavailability of specialist information  <b>14 Feb 2024 2:19pm Reid, Adam</b>  Property Officer has received further communications surrounding the matter. Documentation has been received to proceed with acquisition. Property Acquisition Notice notification to be sent to affected party's 27/04/2024.  <b>10 Apr 2024 9:57am Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 29 March 2024 to 14 June 2024 - Compulsory Acquisition Process is underway. PAN period to finish 29 May 2024. Gazettal of acquisition to occur after Ministerial approval is provided.  <b>02 May 2024 2:11pm Reid, Adam</b>  No returned forms arrived for compensation by the specified date 09 April 2024. Awaiting the approval of PAN to be acknowledged around 29 May 2024  <b>19 Jun 2024 11:55am Reid, Adam</b>  The Governor has approved the Compulsory acquisition notice. Gazette notice filed on 14/06/2024 by Property Officer. Land Registry Service to be notified of Land transfer by 11r request.	

Action Sheets Report	Division:	Date From:	1.10.24	
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>19 Jun 2024 11:59am Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 14 June 2024 to 28 June 2024 - Late notification of approval received from Office of Local Government, which prevented finalisation of acquisition	
					<b>16 Jul 2024 2:15pm Reid, Adam</b>  Property Officer awaiting advice from Office of Local Government regarding lodgement of Land Registry Services form 11R	
					<b>17 Jul 2024 8:53am Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 28 June 2024 to 28 June 2024 - Property Officer currently waiting on advice to lodge Land Registry Services 11R form to complete task	
					<b>17 Jul 2024 8:53am Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 28 June 2024 to 31 August 2024	
					<b>17 Oct 2024 11:42am Duffell, Debbie - Target Date Revision</b>  Target date changed by Duffell, Debbie from 31 August 2024 to 30 March 2025 - Target date changed to allow for administration tasks to be completed. Property Officer still working through administration tasks associated with the acquisition.	
					<b>18 Oct 2024 1:46pm Reid, Adam</b>  Property Officer has engaged APJ Law to submit 11R Form through Pexa to finalise acquisition	

Action Sheets Report	Division:	Date From:
	Committee: Council	Date To:
		Printed: Wednesday, 16 April 2025 3:26:47 PM

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>04 Nov 2024 11:35am Reid, Adam</b> Property Officer contacted APJ Law for update. APJ waiting for confirmation from Land Registry Services to complete. <b>18 Dec 2024 11:42am Reid, Adam - Completion</b> Completed by Reid, Adam (action officer) on 18 December 2024 at 11:42:36 AM - Title was transferred to Glen Innes Severn Council 02 December 2024	
19/12/2024	7.3	Replacement Delegate - Rural Fire District Liaison Committee	<b>4.12/24 RESOLUTION</b>  That Council appoints Cr D Scott as the replacement delegate for Cr C Sparks on the Rural Fire District Liaison Committee.  <b>CARRIED</b>	Murray, Simone	<b>20 Dec 2024 11:49am Murray, Simone - Completion</b>  Completed by Murray, Simone (action officer) on 20 December 2024 at 11:49:26 AM - Advised the Rural Fire District Liaison Committee of change of Council delegate from Cr Sparks to Cr Scott on 20.12.2024 and advised Cr Scott of his appointment to the Committee.	20/12/2024
26/10/2023	7.12	Glen Elgin Sportsgrounds Plan of Management for Public Exhibition	<b>14.10/23 RESOLUTION</b>  THAT Council:  1. Approves for the Draft Glen Elgin Sportsground Plan of Management to be placed on public exhibition for 28 days from Thursday, 2 November 2023 until Wednesday, 29 November 2023.  2. Displays the Draft Glen Elgin Sportsground Plan of Management on Council's website, and that it be made available for viewing at the following locations: <ul style="list-style-type: none"><li>Council's Town Hall Office;</li><li>Council's Church Street Office; and</li><li>The Village Post Offices at Deepwater and Emmaville.</li></ul> 3. Conducts a public hearing on a date not earlier than 42 days after the Draft Glen Elgin Sportsground Plan of Management is placed on public display.	Reid, Adam	<b>01 Nov 2023 4:03pm Reid, Adam</b>  Glen Elgin Sportsground Plan of Management was accepted for public exhibition by Council. Date set for beginning of public exhibition as 02/11/2023 <b>15 Dec 2023 9:02am Reid, Adam</b>  Public hearing to be organised in January with external consultant <b>15 Dec 2023 9:02am Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 09 November 2023 to 29 February 2024 - Additional time for the public hearing and reporting allocated <b>02 Feb 2024 12:08pm Reid, Adam</b>  Public exhibition was postponed due to competing priorities. Exhibition to start on Tuesday 6 February 2024 for 28 days ending 5 March 2024 for a public hearing	06/01/2025





Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					duties.  <b>04 Nov 2024 4:07pm Reid, Adam</b>  Awaiting Public Hearing to be held. There has been a hold on proceeding with this as the appropriate officer from OLG is currently acting in higher duties.  <b>03 Jan 2025 1:53pm Reid, Adam</b>  Awaiting Public Hearing to be held. There has been a hold on proceeding with this as the appropriate officer from OLG is currently acting in higher duties.  <b>06 Jan 2025 10:49am Reid, Adam - Completion</b>  Completed by Reid, Adam (action officer) on 06 January 2025 at 10:49:55 AM - New lease signed 03/01/2025	
19/12/2024	7.4	Request for Submissions on the Annual Determination by the Local Government Remuneration Tribunal	<b>5.12/24 RESOLUTION</b>  That Council makes a submission to the Local Government Remuneration Tribunal based on the report and the principle of the remuneration for the Mayor and Councillors reflecting the value provided by the third tier of government to rural communities.  <b>CARRIED</b>	Smith, Bernard	<b>09 Jan 2025 1:09pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 09 January 2025 at 1:09:22 PM - Submission made	09/01/2025
19/12/2024	7.14	Lease Agreement Pinkett Sportsgrounds	<b>15.12/24 RESOLUTION</b>  THAT Council:  1. Agrees to the terms of the Lease between Council and the Pinkett Community Management Association Inc.; and  2. Authorises the General Manager to execute all documents related to the Lease between Council and the Pinkett Community Management Association Inc.  <b>CARRIED</b>	Reid, Adam	<b>03 Jan 2025 1:49pm Reid, Adam</b>  Agreement signed by PCMA, sent for GM signature  <b>21 Jan 2025 12:23pm Reid, Adam - Completion</b>  Completed by Reid, Adam (action officer) on 21 January 2025 at 12:23:40 PM - Document executed 06/01/2025	21/01/2025

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
28/11/2024	7.8	Quarterly Budget Review - September 2024	<b>9.11/24 RESOLUTION</b>  That Council:  1. Notes and adopts the September 2024 Quarterly Budget Review.  2. Notes the Long Term Financial Plan which Council is considering at this meeting contains strategic actions in order to minimise future deficits and further, that service reviews will be undertaken in order to minimise future operational costs.  3. As part of each Quarterly Budget Review, is provided a commentary regarding actions taken to address ongoing financial sustainability, and that a report on the status of the Operational Plan be provided in conjunction with the Quarterly Budget Review.  <b>CARRIED</b>	Mohammed, Shageer	<b>12 Dec 2024 9:59am Mohammed, Shageer - Target Date Revision</b>  Target date changed by Mohammed, Shageer from 12 December 2024 to 20 December 2024 - Need to email to OLG  <b>11 Feb 2025 11:32am Mohammed, Shageer - Completion</b>  Completed by Mohammed, Shageer (action officer) on 11 February 2025 at 11:32:18 AM - QBR51 adopted and copy sent to OLG	11/02/2025
28/11/2024	7.7	Draft Long Term Financial Plan 2025-2035	<b>8.11/24 RESOLUTION</b>  THAT Council:  1. Approves for the Draft Long Term Financial Plan 2025-2035 to be placed on public exhibition, inviting submissions from Thursday, 5 December 2024 until Wednesday, 22 January 2025.  2. Displays the Draft Long Term Financial Plan 2025-2035 on Council's website, and that it be made available for viewing at the following locations: <ul style="list-style-type: none"><li>Council's Town Hall Office;</li><li>Council's Church Street Office; and</li><li>The Village Post Offices at Deepwater and Emmaville.</li></ul> 3. Requests the General Manager (or his delegate) to prepare a further report to Council after the exhibition period in the event of Council receiving any substantial submissions regarding the Draft Long Term Financial Plan 2025-2035; otherwise, that the Draft Long Term Financial Plan 2025-2035 be adopted by Council.  <b>CARRIED</b>	Mohammed, Shageer	<b>12 Dec 2024 10:43am Duffell, Debbie - Target Date Revision</b>  Target date changed by Duffell, Debbie from 12 December 2024 to 31 January 2025 - On Public Exhibition until 22 January 2025.  <b>11 Feb 2025 11:31am Mohammed, Shageer - Completion</b>  Completed by Mohammed, Shageer (action officer) on 11 February 2025 at 11:31:50 AM - LTFP was adopted and publicly exhibited	11/02/2025

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>	Council	<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed:</b>	<b>Wednesday, 16 April 2025 3:26:47 PM</b>

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
19/12/2024	7.10	Development Assessment Report - Boundary Adjustment at Rose Valley Road, Emmaville	<b>11.12/24 RESOLUTION</b>  That Council approves DA 27/24-25 for subdivision (boundary adjustment) at 6 Rose Valley Road, 8-10 Rose Valley Road, 30 Rose Valley Road and 95 Moore Street Emmaville NSW 2371 (Lot A DP382972, Lot 26 DP2176, Lot 1 DP781640, Lot 1 DP906499) subject to the conditions of consent detailed in Schedule 1 of the assessment report.  <b>CARRIED</b>	Neil, Andrew	<b>12 Feb 2025 11:34am Neil, Andrew - Completion</b>  Completed by Neil, Andrew (action officer) on 12 February 2025 at 11:34:16 AM - DA Approved and issued	12/02/2025
20/02/2025	7.2	Change of Date for March and June 2025 Ordinary Council Meetings	<b>5.02/25 RESOLUTION</b>  THAT Council:  1. Reschedules the March 2025 Ordinary Council Meeting to Wednesday, 19 March 2025, to accommodate attendance at the Country Mayors Association and Coalition of Renewable Energy Mayors meetings, and the need to present the Financial Statements to Council within the necessary timelines.  2. Reschedules the June 2025 Ordinary Council Meeting to Thursday, 19 June 2025, to avoid a scheduling conflict with the National General Assembly of Local Government.  <b>CARRIED</b>	Duffell, Debbie	<b>21 Feb 2025 3:25pm Duffell, Debbie - Completion</b>  Completed by Duffell, Debbie (action officer) on 21 February 2025 at 3:25:23 PM - Meetings rescheduled in Infocouncil, and on Website and Outlook calendar invites.	21/02/2025
20/02/2025	7.13	Policy Review - Policies for Rescindment	<b>15.02/25 RESOLUTION</b>  THAT Council rescinds the following policies as policies of Council:  1. Asbestos Management (Council Operations and Facilities) Policy.  2. Contractor Work Health and Safety Management Policy.  3. Fatigue Management Policy.  4. First Aid Policy.  5. Vaccination Policy.  6. Workplace Injury Management and Recover at Work Policy.  <b>CARRIED</b>	Blunt, Ann	<b>24 Feb 2025 9:49am Blunt, Ann</b>  Information noted for all policies , 1. Asbestos Management (Council Operations and Facilities) Policy., 2. Contractor Work Health and Safety Management Policy., 3. Fatigue Management Policy., 4. First Aid Policy., 5. Vaccination Policy., 6. Workplace Injury Management and Recover at Work Policy., Fatigue Management Policy has been uploaded to intranet, RelianSys, ECM and Managers and Supervisors advised of the the updated policy.  <b>24 Feb 2025 9:56am Blunt, Ann - Completion</b>  Completed by Blunt, Ann (action officer) on 24 February 2025 at 9:56:19 AM - Information noted	24/02/2025



<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>	Council	<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed:</b>	<b>Wednesday, 16 April 2025 3:26:47 PM</b>

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
20/02/2025	12.4	Licence and Operation of Crofters Cottage Cafe - Centennial Parklands, Glen Innes	<b>28.02/25 RESOLUTION</b>  That Council approves a 12-month Licence between Glen Innes Severn Council as Trustee of Centennial Parklands Reserve R46112 and Melissa Bush of "Floatin' Around" for the operation of Crofters Cottage Café at Centennial Parklands.  <b>CARRIED</b>	Hunt, David	<b>06 Mar 2025 1:45pm Hunt, David - Completion</b>  Completed by Hunt, David (action officer) on 06 March 2025 at 1:45:41 PM - Lease agreement drafted effective 20th of March.	06/03/2025
20/02/2025	12.5	Discharge of Mortgage for Lot in Deepwater Industrial Estate	<b>29.02/25 RESOLUTION</b>  That Council authorises the General Manager to execute all documents related to the discharge of mortgage between Council and S E Hawkins.  <b>CARRIED</b>	Hunt, David	<b>06 Mar 2025 1:44pm Hunt, David</b>  Borthwick and Butler notified of Council resolution and sought GM signature for discharge of mortgage.  <b>06 Mar 2025 1:45pm Hunt, David - Completion</b>  Completed by Hunt, David (action officer) on 06 March 2025 at 1:45:14 PM - Action completed by Borthwick and Butler with GM signature.	06/03/2025
28/05/2020	7.18	Dumaresq Street Industrial Estate	<b>19.05/20 RESOLUTION</b>  That Council:  1. Lodges a Development Application for a five (5) lot subdivision on Lot 1 DP 500396, Dumaresq Street in accordance with the provisions of the Environmental Planning and Assessment Act 1979.  2. On completion of the subdivision, appoints Liston Legal to undertake a contract of sale with Mr DeLong subject to vendor mortgage as outlined in this report.  3. Initially promotes the sale of the three (3) lots for industrial land in Lot 1 DP 500936 on the Glen Innes Highlands website and other suitable mediums, as identified in the body of this report.  4. Offers the three (3) lots for sale at \$50,000 plus GST and that successful applicants be offered a five (5) year interest free vendor finance mortgage.  5. Requests applicants expressing interest to purchase land to demonstrate the following criteria:	Hunt, David	<b>19 Jun 2020 3:03pm Price, Graham</b>  Item 1 completed and with GM for signing and final lodgement.  <b>19 Jun 2020 3:04pm Price, Graham - Target Date Revision</b>  Target date changed by Price, Graham from 11 June 2020 to 28 August 2020  <b>09 Jul 2020 3:32pm Price, Graham</b>  Item 1 completed and DA lodged.  <b>14 Jul 2020 9:30am Price, Graham</b>  MED requested to promote the land as per Council resolution on the 14/7/2020. Following promotion carried out; 1. Added to Glen Innes Highlands site - <a href="https://gleninneshighlands.com/existing-assets.html">https://gleninneshighlands.com/existing-assets.html</a> , 2. Posted onto Glen Innes Highlands Facebook page, 3. Shared to GISC Facebook page, 4. Shared to 'Glen Innes Business Support' Facebook group.	11/03/2025

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>	Council	<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			<ul style="list-style-type: none"> <li>The capacity of the future development to create local employment;</li> <li>The quality of the Expression of Interest, supporting their proposed future development (for example, a well-developed, clear and realistic action plan, supported by research where appropriate and including an accurate financial plan/budget); and</li> <li>The demonstrated ability of the individual, organisation or company to deliver a development on the site in a timely manner.</li> </ul>		<p><b>10 Aug 2020 4:15pm Price, Graham</b></p> <p>Promotion has been carried out through the VIC. Subdivision DA has been lodged and is pending approval.</p> <p><b>25 Aug 2020 2:35pm Price, Graham</b></p> <p>Item 2 is the only remaining item to be actioned and this cannot be completed until such time as the DA is approved and a Subdivision Certificate issued allowing registration to occur with the Land Titles Office.</p> <p><b>25 Aug 2020 2:37pm Price, Graham - Target Date Revision</b></p> <p>Target date changed by Price, Graham from 28 August 2020 to 30 October 2020 - Item 2 cannot be completed until DA is approved and subdivision is registered.</p> <p><b>10 Sep 2020 2:51pm Price, Graham</b></p> <p>The Development consent has been approved which will now allow the pursuing of the Subdivision certificate.</p> <p><b>30 Sep 2020 8:35am Price, Graham</b></p> <p>Surveyor to be engaged to finalise the survey.</p> <p><b>29 Oct 2020 2:26pm Price, Graham - Target Date Revision</b></p> <p>Target date changed by Price, Graham from 30 October 2020 to 31 March 2021 - Delays have been experienced with appointing a Surveyor to undertake the preparation of the linen plan.</p> <p><b>29 Oct 2020 2:26pm Price, Graham</b></p> <p>Pending a quotation from Surveyor Jim Noad to finalise the linen plan.</p> <p><b>17 Nov 2020 4:07pm Price, Graham</b></p> <p>Further consultation with Preferred Energy who are undertaking the electricity design for the</p>	

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Action Sheets Report	Division:	Date From:	1.10.24
	Committee:	Committee:	Council
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					subdivision. Negotiations continuing with the Surveyor for the final preparation of the linen plan.  <b>02 Dec 2020 11:39am Price, Graham</b>  Works including sealing of road and K&G scheduled for March 2021. Negotiations underway with Surveyor to undertake the required land survey. Survey to be completed by 28 February 2021.  <b>15 Feb 2021 9:30am Price, Graham</b>  Preliminary site work has commenced and road works and kerb & gutter scheduled for completion end of March early April. Survey work has been deferred to the completion of the kerb & gutter and placement of survey markers. Survey expected to be completed by the end of April.  <b>15 Feb 2021 9:33am Price, Graham - Target Date Revision</b>  Target date changed by Price, Graham from 31 March 2021 to 28 May 2021 - Surveyor wants to have survey marks completed in kerb & gutter prior to undertaking survey work. K&G to be completed by the end of March.  <b>10 Mar 2021 12:20pm Price, Graham</b>  Surveyor appointed to undertake survey work. Roadworks scheduled for completion by 30 June 2021.  <b>09 Apr 2021 3:24pm Price, Graham</b>  Project on track for completion by 30 June due to wet weather delaying the capital works schedule.  <b>13 May 2021 2:48pm Price, Graham</b>  Finalisation of the survey is dependent on completion of the kerb and gutter and roadworks. This work is scheduled for completion by 30 June 2021.	

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<p><b>19 May 2021 1:24pm Price, Graham - Target Date Revision</b></p> <p>Target date changed by Price, Graham from 28 May 2021 to 30 June 2021 - Pending Infrastructure timetable.</p> <p><b>07 Jun 2021 3:03pm Price, Graham</b></p> <p>Work scheduled to be completed by 30 June 2021. Roadworks and kerb and guttering will then allow the completion of the subdivision certificate.</p> <p><b>07 Jun 2021 3:15pm Price, Graham - Target Date Revision</b></p> <p>Target date changed by Price, Graham from 30 June 2021 to 26 November 2021 - Registration of the subdivision is likely to take some months as it requires Land Title Office approval.</p> <p><b>07 Jul 2021 10:16am Price, Graham</b></p> <p>Work commenced on road and kerb and gutter but delayed due to wet weather.</p> <p><b>10 Aug 2021 5:10pm Price, Graham</b></p> <p>Wet weather continues to delay works. Survey cannot be completed until such time as the kerb and gutter is completed.</p> <p><b>07 Sep 2021 2:22pm Price, Graham</b></p> <p>Road works are continuing and kerb and gutter scheduled for completion by the end of September 2021. On completion of the kerb and guttering the survey and subdivision can be completed. A draft Contract of Sale is being prepared for Catchpower subject to a 50% deposit being paid to cover any lost revenue to Council since May 2020.</p> <p><b>12 Oct 2021 8:57am Price, Graham</b></p> <p>Kerb &amp; guttering completed and sealing of the road is pending. Surveyor is now able to pursue</p>	



Action Sheets Report	Division:	Date From:	1.10.24
	Committee: Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					the finalisation of the survey to allow the lots to be registered.  <b>03 Nov 2021 2:34pm Price, Graham</b>  This item is completed with the exception of a Council report to authorise the General Manager to finalise the Contract of Sale on the completion of the subdivision.  <b>04 Nov 2021 2:54pm Price, Graham - Reallocation</b>  Action reassigned to James, Sari by Price, Graham - The only remaining action is the preparation of the Contract of Sale which the Property Officer is undertaking. All other items have been completed.  <b>10 Nov 2021 9:03am James, Sari</b>  As the Property Officer I am waiting on Bill Liston to get back to me with further information and understanding of the subdivision.  <b>17 Nov 2021 9:16am James, Sari</b>  As the Property Officer I am waiting on Bill Liston to get back to me with further information and understanding of the subdivision.  <b>17 Nov 2021 9:17am James, Sari - Target Date Revision</b>  Target date changed by James, Sari from 26 November 2021 to 16 December 2021  <b>22 Nov 2021 11:10am James, Sari - Target Date Revision</b>  Target date changed by James, Sari from 16 December 2021 to 25 February 2022  <b>25 Nov 2021 10:52am James, Sari</b>  As the property Officer I am waiting on Council's legal representative to get back to me with further information and understanding of the subdivision. I have left a message with him again this week.	



Action Sheets Report	Division:	Date From:	1.10.24
	Committee: Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>07 Apr 2022 3:55pm Appleby, Keith - Reallocation</b>  Action reassigned to Reid, Adam by Appleby, Keith - New staff member in role.	
					<b>27 Apr 2022 8:44am Reid, Adam</b>  Advancement of project delayed due to Council's Senior Design Officer currently on leave and Property Administration Officer is unable to contact the Surveyor tasked to this action.	
					<b>28 Apr 2022 10:25am Reid, Adam</b>  Property Officer contacted Surveyor. Surveyor has not finished survey work due to personal illness. Surveyor to report back within two weeks.	
					<b>26 May 2022 10:37am Reid, Adam</b>  Due to ongoing illness, contracted surveyor unable to continue job. Surveyor agreed to send his field notes to Property Administration Officer. Property Administration Officer to seek quotes for new surveyor to finalise survey.	
					<b>09 Jun 2022 9:32am Reid, Adam</b>  PAO has requested quotes from two local surveying groups. Awaiting reply.	
					<b>14 Jun 2022 3:03pm Reid, Adam - Target Date Revision</b>  Target date changed by Reid, Adam from 30 July 2022 to 31 October 2022 - Property Administration Officer awaiting further details on quote from new surveyors.	
					<b>15 Jul 2022 10:03am Reid, Adam</b>  Surveyors "New England Surveying & Engineering" have been selected to survey the land. On first inspection, the surveyor recommended changes as to how to subdivide the area more thoroughly. Changes being reviewed by Director of Infrastructure Services and Senior Design Officer	

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>		<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<p><b>08 Aug 2022 2:09pm Reid, Adam</b></p> <p>Discussions held between New England Surveying and Engineering, Director of Infrastructure Services, and Senior Design Officer about proposed changes to subdivision plan held. Changes have been made to the plan.</p> <p><b>26 Aug 2022 10:20am Reid, Adam</b></p> <p>New England Surveying and Engineering provided Draft Subdivision Plan. DDPRS to finalise the outstanding Conditions of Consent before submitting for authorisation.</p> <p><b>06 Oct 2022 3:35pm Reid, Adam</b></p> <p>Acting Director of Development Planning and Regulatory Services is currently applying for an NMI to allow and electrical plan to be prepared before moving forwards.</p> <p><b>09 Nov 2022 10:54am Reid, Adam - Target Date Revision</b></p> <p>Target date changed by Reid, Adam from 31 October 2022 to 30 April 2023 - Works to ensure adherence to the Development Application requirements have not yet been completed.</p> <p><b>17 Nov 2022 11:59am Reid, Adam</b></p> <p>An expression of interest has been received for one lot. A separate report will be prepared for Council.</p> <p><b>16 Feb 2023 10:11am Reid, Adam</b></p> <p>Discussions have been held between the General Manager, Director of Place and Growth, and Director Infrastructure Services to decide which department will continue to finalise the conditions for subdivision. Due to possible conflicts of interest as Director of the department which approves Subdivision Certificates, it was decided that the Director of Infrastructure continue to complete all works to comply with the subdivision conditions.</p>	

Action Sheets Report	Division:	Date From:	1.10.24
	Committee: Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>13 Mar 2023 11:32am Appleby, Keith - Reallocation</b>  Action reassigned to Hunt, David by Appleby, Keith - This project will be overseen by Council's property team moving forward.  <b>14 Mar 2023 2:45pm Hunt, David</b>  Meeting has taken place between Mike Stone (Senior Design Officer) and Liston Legal with further steps to be taken to be advised to the General Manager and Director of Infrastructure Service. Awaiting official letter advising of next steps from Liston Legal, Estimated Budget for civil and landscaping works including fencing, screen plantings and driveway access has been provided by Mike Stone.  <b>16 Mar 2023 11:32am Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 30 April 2023 to 31 December 2023 - Delays anticipated in completing conditions of consent.  <b>17 Apr 2023 4:08pm Hunt, David</b>  Senior Design Officer (Mike Stone) continuing to work through quotes for Condition of Consent works to be completed for DA approval. This also includes quotes for electricity to the proposed lots. Additional Budget to be created for these works with Council report due for May Council meeting.  <b>10 May 2023 4:07pm Hunt, David</b>  MANEX report created to review and discuss budget required for Development Assessment Conditions of Consent. After MANEX review, this will progress to Council for discussion and a Resolution.  <b>31 May 2023 8:12am Hunt, David</b>  Council passed Resolution 20.05/23 to approve an expenditure budget of \$198,446 for the	

Division:		Date From:	1.10.24
Committee:		Date To:	16.4.25
Action Sheets Report		Printed: Wednesday, 16 April 2025 3:26:47 PM	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					completion of outstanding works for the proposed Industrial Subdivision at 180 Dumaresq Street. Project Plan to be created to commence works.  <b>14 Jun 2023 8:29am Hunt, David</b>  Senior Design Officer progressing with physical works required as per Conditions of Consent on Development Application.  <b>11 Jul 2023 11:32am Hunt, David</b>  Senior Design Officer progressing with physical works required as per Conditions of Consent on Development Application. Designers have been engaged for electricity and NBN upgrade.  <b>14 Aug 2023 4:36pm Hunt, David</b>  Old fencing removed, block tidied, fencing contractors being sought by quotation to install required screening/fencing., Electrical and NBN design nearing completion, preliminary applications to utility authorities underway., Agreement of works to be completed on Lot 4 (Mr DeJong future property) determined with DIS., Landscaping/screening design underway., Inter-allotment drainage design completed, construction/set-out plans for drainage works underway.  <b>11 Sep 2023 4:33pm Hunt, David</b>  Old fencing removed, block tidied, fencing quotes received to be analysed., Electrical and NBN design nearing completion, preliminary applications to utility authorities underway., Agreement of works to be completed on Lot 4 (Mr DeJong future property) determined with DIS., Landscaping/screening design underway., Inter-allotment drainage design completed, construction/set-out plans for drainage works underway.  <b>03 Oct 2023 3:20pm Hunt, David</b>  Old fencing removed, block tidied, fencing quotes	

Action Sheets Report	Division:	Date From:
	Committee: Council	Date To:
		Printed: Wednesday, 16 April 2025 3:26:47 PM

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					received to be analysed., Electrical and NBN design nearing completion, preliminary applications to utility authorities underway., Agreement of works to be completed on Lot 4 (Mr DeJong future property) determined with DIS., Landscaping/screening design underway., Inter-allotment drainage design completed, construction/set-out plans for drainage works underway.  <b>26 Oct 2023 10:50am Hunt, David</b>  Fence quotes finalised. FIA fencing expected to commence fencing as per DA requirements in early November. Landscaping and Drainage works design completed, plans to be completed mid-November. Drainage and Landscaping works expected to commence mid-November. NBN upgrade/extension design completed, works can commence when electrical design and authority approval finalised and electrical contractor engaged, NBN and underground electrical work will share a common trench. Sub-division Plan has been amended to accommodate a pad-mount sub-station on Proposed Lot 4 as per electrical upgrade plans and in agreement with purchaser of Proposed Lot 4. Sewer and water connection provision expected to be completed by late November. DIS currently in negotiations with Mr DeJong re block purchase price and contribution in contract price for new concrete driveway and fencing to Ferguson Street boundary of Proposed Lot 4.  <b>01 Dec 2023 9:26am Hunt, David</b>  Fencing completed. Drainage works design completed. Set-out survey for drainage works completed. Drainage works materials ordered and works expected to commence mid-December. Working with Quarry Manager to store excavated material on-site for re-use if material is suitable. Landscaping plan completed. Relevant plantings to be ordered and landscaping works to commence on receipt of plantings. Driveway to	

Division:		Date From:	1.10.24
Committee:		Date To:	16.4.25
Action Sheets Report		Printed: Wednesday, 16 April 2025 3:26:47 PM	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<p>Lot 4 to commence early December. NBN upgrade/extension design completed, works can commence when electrical upgrade design and electrical authority approval finalised. NBN and underground electrical upgrade work will share a common trench. Sub-division Plan has been amended to accommodate a pad-mount sub-station on Proposed Lot 4 as per electrical upgrade plans and in agreement with purchaser of Proposed Lot 4. Sewer and water mains completed. Connections on hold until the developer for each lot advises preferred connection location. DIS still in negotiations with Mr DeJong re Lot 4 block purchase price and contribution in contract price for new concrete driveway and fencing to Ferguson Street boundary.</p> <p><b>04 Dec 2023 4:26pm Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 31 December 2023 to 30 April 2024 - Target date changed to allow for works to be completed.</p> <p><b>31 Jan 2024 1:24pm Hunt, David</b></p> <p>Fencing completed. Drainage works design completed. Set-out survey for drainage works completed. Drainage works materials ordered and works expected to commence February when drainage team return from leave. Working with Quarry Manager to store excavated material on-site for re-use if material is suitable. Landscaping plan completed. Relevant plantings to be ordered and landscaping works to commence on receipt of plantings. Driveway to Lot 4 to commence early February. NBN upgrade/extension design completed. Electrical upgrade design completed and approved by electrical authority. Connection application details being finalized by authority and can then commence infrastructure upgrade through an authority approved contractor. NBN and underground electrical upgrade work will share a common trench. Sub-division Plan has</p>	



Action Sheets Report	Division:	Date From:	1.10.24
	Committee: Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM		

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					been amended to accommodate a pad-mount sub-station on Proposed Lot 4 as per electrical upgrade plans and in agreement with purchaser of Proposed Lot 4. Sewer and water mains completed. Connections on hold until the developer for each lot advises preferred connection location. DIS still in negotiations with Mr DeJong re Lot 4 block purchase price and contribution in contract price for new concrete driveway and fencing to Ferguson Street boundary.	
					<b>06 Mar 2024 4:51pm Hunt, David</b>  Fencing completed. Drainage works design completed. Set-out survey for drainage works completed. Drainage works completed. Working with Quarry Manager to store excavated material on-site for re-use if material is suitable. Landscaping plan completed. Relevant plantings to be ordered and landscaping works to commence on receipt of plantings. NBN upgrade/extension design completed. Electrical upgrade design completed and approved by electrical authority. Connection application details being finalized by authority and can then commence infrastructure upgrade through an authority approved contractor. NBN and underground electrical upgrade work will share a common trench. Sub-division Plan has been amended to accommodate a pad-mount sub-station on Proposed Lot 4 as per electrical upgrade plans and in agreement with purchaser of Proposed Lot 4. Sewer and water mains completed. Connections on hold until the developer for each lot advises preferred connection location. Council Resolution passed to sell Lot 4 to Mr De Jong.	
					<b>09 Apr 2024 8:23am Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 30 April 2024 to 31 July 2024 - Finalisation of sale of block to Catch Power is still ongoing. Listing lots for sale	

Division:		Date From:	1.10.24
Committee:		Date To:	16.4.25
Action Sheets Report		Printed: Wednesday, 16 April 2025 3:26:47 PM	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					will occur after Council works completed.	
					<b>08 May 2024 8:07am Hunt, David</b>  Fencing completed. Drainage works design completed. Set-out survey for drainage works completed. Drainage works completed. Working with Quarry Manager to store excavated material on-site for re-use if material is suitable. Landscaping plan completed. Relevant plantings to be ordered and landscaping works to commence on receipt of plantings. NBN upgrade/extension design completed. Electrical upgrade design completed and approved by electrical authority. Connection application details being finalized by authority and can then commence infrastructure upgrade through an authority approved contractor. NBN and underground electrical upgrade work will share a common trench. Sub-division Plan has been amended to accommodate a pad-mount sub-station on Proposed Lot 4 as per electrical upgrade plans and in agreement with purchaser of Proposed Lot 4. Sewer and water mains completed. Connections on hold until the developer for each lot advises preferred connection location. Council Resolution passed to sell Lot 4 to Mr De Jong.	
					<b>11 Jun 2024 3:56pm Hunt, David</b>  Fencing completed. Drainage works should be completed mid June with all material from the detention pond stock-piled at Meade Park for landscaping works on this site. Landscaping plan completed. Relevant plantings to be ordered and landscaping works to commence in Spring. NBN upgrade/extension design completed. Electrical upgrade design completed and approved by electrical authority. Connection application details being finalized by authority and can then commence infrastructure upgrade through an authority approved contractor. NBN and underground electrical upgrade work will share a common trench. Sub-division Plan has been	

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<p>amended to accommodate a pad-mount sub-station on Proposed Lot 4 as per electrical upgrade plans and in agreement with purchaser of Proposed Lot 4. Sewer and water mains completed. Connections on hold until the developer for each lot advises preferred connection location. Council Resolution passed to sell Lot 4 to Mr De Jong.</p> <p><b>08 Aug 2024 8:46am Hunt, David - Target Date Revision</b></p> <p>Target date changed by Hunt, David from 31 July 2024 to 31 March 2025 - Changed to reflect ability to have Subdivision DA lodged and approved and the listing of the remaining lots for sale.</p> <p><b>17 Oct 2024 8:32am Hunt, David</b></p> <p>Project still ongoing. Relevant plantings to be ordered and landscaping works to commence in November. This will allow sub-division DA to be approved. Electrical upgrade design completed and approved by electrical authority. Once works are completed, lots can be listed for sale.</p> <p><b>05 Nov 2024 3:49pm Hunt, David</b></p> <p>Project still ongoing. Relevant plantings expected to be completed by the end of November 2024 to allow for sub-division DA to be approved.</p> <p><b>04 Feb 2025 12:23pm Hunt, David</b></p> <p>Sub-division DA approved and lodged with Land Registry Service. Electrical works outstanding.</p> <p><b>11 Mar 2025 3:49pm Hunt, David - Completion</b></p> <p>Completed by Hunt, David (action officer) on 11 March 2025 at 3:49:32 PM - Subdivision lots have been created. Subsequent resolution from Council has rescinded selling the lots at \$50,000. Market valuation being undertaken.</p>	

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>	Council	<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
24/10/2024	7.19	Review of Asset Management Strategy and Plans	<b>25.10/24 RESOLUTION</b>  THAT Council:  1. Approves for the Draft Asset Management Strategy and Asset Management Plans to be placed on public exhibition for 28 days from Friday, 25 October 2024 until Thursday, 21 November 2024.  2. Displays the Draft Asset Management Strategy and Asset Management Plans on Council's website, and that it be made available for viewing at the following locations: <ul style="list-style-type: none"><li>Council's Town Hall Office,</li><li>Council's Church Street Office,</li><li>The Glen Innes Severn Public and TAFE Library, and</li><li>The Village Post Offices at Deepwater and Emmaville.</li></ul> 3. Requests a further report to Council after the exhibition period in the event of Council receiving any substantial submissions regarding the Draft Asset Management Strategy and Asset Management Plans; otherwise, that the Draft Asset Management Strategy and Asset Management Plans be adopted by Council.  <b>CARRIED</b>	Hunt, David	<b>05 Nov 2024 3:17pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 07 November 2024 to 31 January 2025 - Asset Management Plans have been placed on public display. Date changed to allow for a report to be provided to Council in January.  <b>04 Feb 2025 12:42pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 31 January 2025 to 30 April 2025 - To allow for re-draft to occur based on Council's LTFP outlook.  <b>04 Feb 2025 12:42pm Hunt, David</b>  Expected to be put before Council in March. A re-draft based on Council's LTFP is required.  <b>11 Mar 2025 3:51pm Hunt, David - Completion</b>  Completed by Hunt, David (action officer) on 11 March 2025 at 3:51:17 PM - Asset Management Plans uploaded to Council website.	11/03/2025
20/02/2025	7.3	ALGA National General Assembly 2025	<b>4.02/25 RESOLUTION</b>  THAT Council:  1. Authorises for the Mayor, Deputy Mayor, and the General Manager to attend the National General Assembly of Local Government, which is being held in Canberra from Tuesday, 24 June 2025 until Friday, 27 June 2025.  2. Considers whether it would like to submit any motions to the 2025 National General Assembly in accordance with the requirements listed in the 2025 National General Assembly Discussion Paper.  <b>CARRIED</b>	Smith, Bernard	<b>14 Mar 2025 1:30pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 14 March 2025 at 1:30:56 PM - Motions report to March meeting	14/03/2025

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
20/02/2025	12.7	General Manager Performance Review for 2024	<b>31.02/25 RESOLUTION</b>  1. That Council notes the report and endorses the findings and recommendations of the General Manager's Performance Review Panel regarding the General Manager's performance for the period ending 16 January 2025.  2. That Council endorses the Panel's recommendations for the General Manager's priorities in the 2025 review period.  3. That in recognition of the General Manager's performance a 3.5% increase in the General Manager's Remuneration Package be applied from his anniversary date to align with the increase awarded to all other staff under the Local Government State Award.  <b>CARRIED</b>	Smith, Bernard	<b>14 Mar 2025 1:07pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 14 March 2025 at 1:07:27 PM - Actioned	14/03/2025
20/02/2025	7.5	Draft Media and Communications Policy	<b>7.02/25 RESOLUTION</b>  THAT Council:  1. Adopts the Media and Communications Policy.  2. Rescinds the Communication Policy as a policy of Council.  <b>CARRIED</b>	Smith, Bernard	<b>14 Mar 2025 1:26pm Ford, Gregory - Reallocation</b>  Action reassigned to Smith, Bernard by Ford, Gregory  <b>14 Mar 2025 1:28pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 14 March 2025 at 1:28:30 PM - Complete	14/03/2025
20/02/2025	7.4	Draft Social Media Policy	<b>6.02/25 RESOLUTION</b>  That Council adopts the revised Social Media Policy.  <b>CARRIED</b>	Smith, Bernard	<b>14 Mar 2025 1:27pm Ford, Gregory - Reallocation</b>  Action reassigned to Smith, Bernard by Ford, Gregory  <b>14 Mar 2025 1:28pm Smith, Bernard - Completion</b>  Completed by Smith, Bernard (action officer) on 14 March 2025 at 1:28:18 PM - Complete	14/03/2025
20/02/2025	12.2	Development Assessment Report - DA 34/24-25	<b>26.02/25 RESOLUTION</b>  That Council approves Development Application 34/24-25 for a community facility in accordance with the conditions of consent attached report prepared by Council's Consulting Town Planner.  <b>CARRIED</b>	Sheridan, Riarna	<b>14 Mar 2025 12:52pm Ford, Gregory - Reallocation</b>  Action reassigned to Sheridan, Riarna by Ford, Gregory - Andrew Neil has Left Council	14/03/2025



Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			<div><div>b) Resource allocation and staffing,</div><div>c) Financial performance and cost-efficiency,</div><div>d) Community access, use, and satisfaction levels,</div><div>e) Fees and charges,</div><div>f) Innovative or best-practice approaches adopted by other councils.</div><div>4. Recommendations for short-term and long-term operational improvements to enhance asset performance, value, and community benefit.</div></div>			
			CARRIED			
19/03/2025	7.4	Policy Review - Policies for Rescindment (LC-SS)	<div><div>10.03/25 RESOLUTION</div><div>THAT Council rescinds the following policies as policies of Council:</div><div><div>1. Life Choices – Support Services Procedure Manual, Service Delivery Policy Statement Register (People Who Are Older).</div><div>2. Life Choices – Support Services Response to Abuse of People who are Older and People with a Disability Policy.</div><div>3. LC-SS Bus Use Policy.</div><div>4. Code of Ethics Policy for Life Choices – Support Services.</div><div>5. Incident Management and Reportable Incidents Policy for Community Services.</div><div>6. Life Choices - Support Services National Police Certificate - Criminal History Check Policy.</div></div></div>	Brackenborough, Ellie	<div><div>19 Mar 2025 4:32pm Brackenborough, Ellie - Completion</div><div>Completed by Brackenborough, Ellie (action officer) on 19 March 2025 at 4:32:24 PM - Completed</div></div>	19/03/2025
			CARRIED			
20/02/2025	7.3	ALGA National General Assembly 2025	<div><div>4.02/25 RESOLUTION</div><div>THAT Council:</div><div><div>1. Authorises for the Mayor, Deputy Mayor, and the General Manager to attend the National General Assembly of Local Government, which is being held in Canberra from Tuesday, 24 June 2025 until Friday, 27 June 2025.</div></div></div>	Duffell, Debbie	<div><div>21 Feb 2025 3:26pm Duffell, Debbie - Target Date Revision</div><div>Target date changed by Duffell, Debbie from 06 March 2025 to 21 March 2025 - EA on leave. Registrations to be completed on return to work.</div></div>	20/03/2025

Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			2. Considers whether it would like to submit any motions to the 2025 National General Assembly in accordance with the requirements listed in the 2025 National General Assembly Discussion Paper.		20 Mar 2025 2:25pm Duffell, Debbie - Completion  Completed by Duffell, Debbie (action officer) on 20 March 2025 at 2:25:19 PM - Registrations completed 20.3.25.	
			CARRIED			
19/12/2024	7.12	Alcohol Prohibited Areas - Request to Extend Identified Areas	13.12/24 RESOLUTION  That Council:  1. Notes the advice of NSW Police and does not extend the existing Alcohol Prohibited Area.  2. Instructs the General Manager and Mayor to continue to advocate for additional experienced Police to be allocated to Glen Innes Severn Local Government Area and call for more action to be taken by State Government to improve Police presence 24 hours a day to reduce incidents of crime and incivility in our community.  3. Revisits the expansion of Alcohol Prohibited Areas through an action in the 2025-2026 Operational Plan.	Smith, Bernard	31 Jan 2025 10:32am Smith, Bernard - Target Date Revision  Target date changed by Smith, Bernard from 02 January 2025 to 01 April 2025 - Crime Roundtable to occur in March  14 Mar 2025 1:05pm Smith, Bernard - Target Date Revision  Target date changed by Smith, Bernard from 01 April 2025 to 30 June 2025 - Aligns with adoption of the DP  25 Mar 2025 11:43am Smith, Bernard - Completion  Completed by Smith, Bernard (action officer) on 25 March 2025 at 11:43:42 AM - Round table held	25/03/2025
19/03/2025	7.10	The Australian Standing Stones Management Board - Revised Charter of the College of Guardians of the Australia Standing Stones	16.03/25 RESOLUTION  That Council endorses the updated Charter of the College of Guardians of the Australian Standing Stones (Annexure A) and recognises the Mayor of Glen Innes Severn Council as an Honorary Temporary Guardian by virtue of office, serving as Chief Guardian.	Sheridan, Riarna	29 Mar 2025 8:25am Sheridan, Riarna - Completion  Completed by Sheridan, Riarna (action officer) on 29 March 2025 at 8:25:34 AM - ASSMB advised of endorsement of revised Charter at their March board meeting. Copy of Council resolution emailed to ASSMB following meeting.	29/03/2025
			CARRIED			
19/03/2025	7.3	2025 National General Assembly-Call for Motions	9.03/25 RESOLUTION  That Council submits the following motions to the ALGA for consideration at its 2025 National General Assembly  1. This National General Assembly calls on the Australian Government to deliver a Land Development and Housing Construction Fund to Address the Housing Crisis.	Davies, Murray	01 Apr 2025 10:15am Davies, Murray - Completion  Completed by Davies, Murray (action officer) on 01 April 2025 at 10:15:58 AM - Motions submitted 21 Mar 25	01/04/2025



Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			2. This National General Assembly calls on the Australian Government to restore the Financial Assistance Grants (FAGs) to 1% of Commonwealth Taxation Revenue by 30 June 2025.			
			3. This National General Assembly calls on the Australian Government to adopt Place-Based, Needs-Based, and Outcome-Driven Funding Models, allocating a minimum of \$1,000 per person annually for 10 years to each Local Government Area to strengthen councils as enablers of essential community and social services.			
			4. This National General Assembly calls on the Australian Government to support implementation of the Australian Biochar Industry 2030 Roadmap, the world's first such roadmap to provide concurrent action on energy, climate, sustainability and circular economy across the Australian economy, providing potential new 'green' jobs in regional and urban communities, and upcycling more than 50 million tonnes per year of carbon-based biowastes into valuable biochar for agriculture and industry, and liquids and syngas for energy and renewable fuels. Supporting the roadmap also helps satisfy recommendations of the Circular Economy Ministerial Advisory Group's (CEMAG) final report to prioritise market development for biochar, and would be in line with significant international movements such as in Denmark.			
			CARRIED			
20/02/2025	7.7	Review of Community Engagement Strategy	9.02/25 RESOLUTION  THAT Council:  1. Approves for the revised draft Community Engagement Strategy to be placed on public exhibition for 28 days from Monday, 24 February 2025 until Friday, 21 March 2025.  2. Displays the revised draft Community Engagement Strategy on Council's website, and that it be made available for viewing at the following locations: <ul style="list-style-type: none"><li>• Council's Town Hall Office; and</li><li>• The Village Post Offices at Deepwater and Emmaville.</li></ul>	Woodland, Lindsay	14 Mar 2025 3:15pm Woodland, Lindsay - Target Date Revision  Target date changed by Woodland, Lindsay from 06 March 2025 to 31 March 2025 - Community Engagement Strategy is currently on exhibition until 24 March 2025.  02 Apr 2025 3:57pm Woodland, Lindsay - Completion  Completed by Woodland, Lindsay (action officer) on 02 April 2025 at 3:57:52 PM - Public exhibition period has been completed with 1 submission received and no significant changes to the Community Engagement Strategy required.	02/04/2025



Action Sheets Report	Division:		Date From:	1.10.24
	Committee:	Council	Date To:	16.4.25
	Printed: Wednesday, 16 April 2025 3:26:47 PM			

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			3. A further report to Council be prepared after the exhibition period in the event of Council receiving any substantial submissions; otherwise, that the draft Land Use Strategy be adopted by Council.		period. Land Use Strategy has been finalised and uploaded to Council's website.	
			CARRIED			
19/03/2025	7.1	Resolution Tracking Report	7.03/25 RESOLUTION	Smith, Bernard	03 Apr 2025 4:07pm Smith, Bernard - Completion	03/04/2025
			THAT Council:		Completed by Smith, Bernard (action officer) on 03 April 2025 at 4:07:56 PM - Depot in resolution tracking report	
			1. Notes the information contained in this report.			
			2. Reaffirms its commitment to the Lang Street Amenities project and includes it in the resolution tracking report going forward.			
			CARRIED			
19/03/2025	7.9	Glen Innes Severn Library Committee - Election of Committee	15.03/25 RESOLUTION	Ford, Gregory	03 Apr 2025 4:23pm Duffell, Debbie - Completion	03/04/2025
			THAT Council:		Completed by Duffell, Debbie on behalf of Ford, Gregory (action officer) on 03 April 2025 at 4:23:49 PM - Letter advising endorsement of committee members emailed to the Chairperson on 3.4.25	
			1. Endorses the following four community representatives as members of the newly elected Glen Innes Severn Library Committee:			
			<ul style="list-style-type: none"><li>Kerry Muir</li><li>Lindy Stevenson</li><li>Marina Gerlofsma</li><li>Jenny Sloman</li></ul>			
			2. Endorses the election of office bearers within the newly elected Glen Innes Severn Library Committee as follows:			
			<ul style="list-style-type: none"><li>Kerry Muir (Chairperson)</li><li>Lindy Stevenson (Vice Chairperson)</li><li>Marina Gerlofsma (Minute Secretary)</li></ul>			
			CARRIED			
19/12/2024	7.13	New England and North West Strategic Regional Integrated Transport Plan	14.12/24 RESOLUTION	Price, Sam	04 Feb 2025 12:48pm Hunt, David - Target Date Revision	03/04/2025
			THAT Council:		Target date changed by Hunt, David from 02 January 2025 to 30 March 2025 - Due to departure of DIS, no further work has occurred in this area.	
			1. Notes the information previously provided to TfNSW by Council.			

<b>Division:</b>		<b>Date From:</b>	1.10.24
<b>Committee:</b>	Council	<b>Date To:</b>	16.4.25
<b>Action Sheets Report</b>		<b>Printed: Wednesday, 16 April 2025 3:26:47 PM</b>	

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			<div>2. Notes that there are no specific funds currently available.</div> <div>3. Acknowledges that Council has an advocacy role with regard to public transport and advertises the opportunity for community members to provide input into the New England and Northwest Strategic Regional Integrated Transport Plan via the TfNSW "Have your say" portal and actively encourages community input via <a href="mailto:engage.sritps@transport.nsw.gov.au">engage.sritps@transport.nsw.gov.au</a></div> <div>CARRIED</div>		<div>06 Feb 2025 3:25pm Duffell, Debbie - Reallocation</div> <div>Action reassigned to Hunt, David by Duffell, Debbie - Acting DIS</div> <div>06 Mar 2025 1:43pm Hunt, David - Reallocation</div> <div>Action reassigned to Price, Sam by Hunt, David - Change of Acting Director Position.</div> <div>03 Apr 2025 11:30am Price, Sam - Completion</div> <div>Completed by Price, Sam (action officer) on 03 April 2025 at 11:30:21 AM - TfNSW held community consultation in Glen Innes in March and Council staff added to assist with collaboration.</div>	
19/03/2025	7.8	Glen Innes Community Access Committee - Election of Committee	<div>14.03/25 RESOLUTION</div> <div>THAT Council:</div> <div>1. Endorses the following nine community representatives as the elected Glen Innes Community Access Committee:</div> <div><ul style="list-style-type: none"><li>Kerrie Sturtridge</li><li>Jo-Anne Cooper</li><li>Leonie Lee</li><li>Kelly Reynolds</li><li>Julie Teal</li><li>Maryann Brookfield</li><li>Lyn Cregan</li><li>David Thomas, and</li><li>Joan Jones</li></ul></div> <div>2. Endorses the election of office bearers within the newly elected Glen Innes Community Access Committee as follows:</div> <div><ul style="list-style-type: none"><li>Chairperson – Jo-Anne Cooper, and</li><li>Vice Chairperson – David Thomas</li></ul></div> <div>CARRIED</div>	Ford, Gregory	<div>03 Apr 2025 4:23pm Duffell, Debbie - Completion</div> <div>Completed by Duffell, Debbie on behalf of Ford, Gregory (action officer) on 03 April 2025 at 4:23:39 PM - Letter advising endorsement of committee members emailed to the Chairperson on 3.4.25</div>	03/04/2025

Action Sheets Report	Division:	Date From:
	Committee: Council	Date To:
		Printed: Wednesday, 16 April 2025 3:26:47 PM

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
20/02/2025	7.15	Classification of Land as Operational	<b>17.02/25 RESOLUTION</b>  THAT Council:  1. Gives public notice of its intention to classify the land created by the closure of Derry Place in Glen Innes NSW as Operational land in accordance with the provisions of Division 1 of the Local Government Act 1993 and that submissions be received for a period of 35 days closing at 4.00pm on 27 March 2025; and  2. Classifies the land created by the road closure of Derry Place in Glen Innes NSW as Operational land in accordance with the provisions of the <i>Local Government Act 1993</i> , if no objecting submissions are received.  <b>CARRIED</b>	Hunt, David	<b>06 Mar 2025 1:43pm Hunt, David</b>  Notice provided on Council's Social Media pages.  <b>14 Mar 2025 1:32pm Hunt, David - Target Date Revision</b>  Target date changed by Hunt, David from 06 March 2025 to 30 April 2025 - To allow for appropriate community feedback to be received.  <b>07 Apr 2025 9:20am Hunt, David</b>  No objecting submissions were received. Land is classed as Operational Land.  <b>07 Apr 2025 9:21am Hunt, David - Completion</b>  Completed by Hunt, David (action officer) on 07 April 2025 at 9:21:06 AM - No objecting submissions were received during the consultation period.	07/04/2025
28/11/2024	7.11	Community Donations for the 2024/2025 Financial Year	<b>12.11/24 RESOLUTION</b>  That Council approves the Community Donations for the 2024/2025 Financial Year, totalling \$15,000, to be distributed as follows:  <b>CARRIED</b>	Ford, Gregory	<b>12 Dec 2024 11:51am Ford, Gregory - Target Date Revision</b>  Target date changed by Ford, Gregory from 12 December 2024 to 10 January 2025 - Letters to applicants and payments are in the process of being drafted, approved and paid,  <b>11 Feb 2025 8:47am Ford, Gregory - Target Date Revision</b>  Target date changed by Ford, Gregory from 10 January 2025 to 20 February 2025 - currently underway setting up vendors and drafting letters  <b>14 Mar 2025 12:58pm Ford, Gregory - Target Date Revision</b>  Target date changed by Ford, Gregory from 20 February 2025 to 21 March 2025 - Still underway, awaiting vendor creation,	16/04/2025

Action Sheets Report		Division:		Date From:		1.10.24
		Committee:		Date To:		16.4.25
		Council		Printed: Wednesday, 16 April 2025 3:26:47 PM		

^MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
			16 Apr 2025 1:29pm Ford, Gregory - Completion			
			Completed by Ford, Gregory (action officer) on 16 April 2025 at 1:29:42 PM - Letters have been sent to all successful and unsuccessful applicants, and payments are processed for inclusion in the next pay run.			
			Organisation	Amount Awarded		
			Shimmy 2 Support	\$1,500		
			Community Christmas Luncheon	\$1,500		
			Glen Food Hub	\$1,931.67		
			Glen Innes Highlands Lioness Lions Club	\$500		
			Glen Innes Lions Club	\$1,500		
			Glen Innes Masonic Lodge	\$1,500		
			Multiple Sclerosis Plus	\$1,500		
			Community Access Committee	\$600		
			Glen Innes Pony Club	\$1,500		
			Glen Elgin Federation	\$1,500		
			Deepwater Progress Association	\$1,468.33		
			TOTAL	\$15,000		
25/07/2024	7.15	Planning Proposal 272 Lambeth Street, Glen Innes	16.07/24 RESOLUTION	Sheridan, Riarna	06 Aug 2024 11:16am Neil, Andrew	16/04/2025
			That Council endorses the submission of the attached Planning Proposal to the Department of Planning, Housing and Infrastructure.		Submitted to Department of Planning for Gateway Determination	
			CARRIED		06 Aug 2024 1:06pm Neil, Andrew - Target Date Revision	
					Target date changed by Neil, Andrew from 09 August 2024 to 16 August 2024	

Action Sheets Report	Division:	Date From:
	Committee: Council	Date To:
		Printed: Wednesday, 16 April 2025 3:26:47 PM

MEETING DATE	ITEM NUMBER	SUBJECT	MOTION	RESPONSIBLE OFFICER	COMMENTS	DATE COMPLETED
					<b>15 Oct 2024 4:13pm Neil, Andrew - Target Date Revision</b>  Target date changed by Neil, Andrew from 16 August 2024 to 20 December 2024 - Appropriate target based on current external workloads	
					<b>11 Dec 2024 10:32am Neil, Andrew - Target Date Revision</b>  Target date changed by Neil, Andrew from 20 December 2024 to 31 January 2025 - To allow DPE to complete taking into account Christmas Shutdown	
					<b>12 Feb 2025 11:35am Neil, Andrew - Target Date Revision</b>  Target date changed by Neil, Andrew from 31 January 2025 to 28 March 2025 - Awaiting mapping	
					<b>21 Mar 2025 9:17am Duffell, Debbie - Reallocation</b>  Action reassigned to Sheridan, Riarna by Duffell, Debbie - Ceased employment with Council.	
					<b>02 Apr 2025 5:13pm Sheridan, Riarna - Target Date Revision</b>  Target date changed by Sheridan, Riarna from 28 March 2025 to 30 April 2025 - Process completed. Awaiting on finalisation of re-zoning from Department. Estimated completion before 30 April 2025.	
					<b>16 Apr 2025 8:05am Sheridan, Riarna - Completion</b>  Completed by Sheridan, Riarna (action officer) on 16 April 2025 at 8:05:25 AM - Planning Proposal completed and finalised by Department in early April 2025.	



**RECREATION AND OPEN SPACES  
MINUTES OF ANNUAL GENERAL MEETING  
HELD ON: 26 FEBRUARY 2025**

**MEETING OPENED:** 4.12PM

**PRESENT:** Mayor Margot Davis (Chairperson), Riarna Sheridan (Director of Place and Growth), Sean Galetto (Manager of Recreation and Open Spaces), David Newport, Richard Moon, Carlene Knight, Bob Davidson, Jenny Thomas, Bob Thomas, Preston Parkes, Desmond Fitzgerald, Lorinda Vickery, Jo-Ann Duck, Lloyd Hornsby, Wendy Hornsby, Kimberley Wilkins (minutes)

**APOLOGIES:** Jane Renata, Raelene Watson and Steven McAllister (Sports Coordinator GISC).

**MOTION** That the apologies for this meeting be accepted.

**MOVED** Preston Parkes **SECONDED** Richard Moon.  
**CARRIED**

**DECLARATIONS OF CONFLICT OF INTEREST:**  
Nil.

**MINUTES OF THE PREVIOUS MEETING:**

**MOTION** That the minutes from the previous Annual General Meeting dated 28 February 2024 be accepted.

**MOVED** Preston Parkes **SECONDED** Richard Moon.  
**CARRIED**

Item No.	Item	Action
<b>5</b>	<b>CHAIRPERSON REPORT</b>	
<b>5.1</b>	No report from the outgoing Chairperson Cr Troy Arandale was received.	
<b>6</b>	<b>NOMINATIONS FOR MEMBERSHIP</b>	
<b>6.1</b>	<p>The following Nominations for Membership for the 2025 Recreation and Open Spaces Committee were received as follows:-</p> <ul style="list-style-type: none"> <li>- Preston Parkes</li> <li>- Lloyd Hornsby</li> <li>- Richard Moon</li> <li>- Raelene Watson</li> <li>- Robert Davidson</li> <li>- Carlene Knight</li> <li>- David Newport</li> <li>- Desmond Fitzgerald</li> <li>- Lorinda Vickery</li> <li>- Jo-Ann Duck</li> <li>- Jenny Thomas</li> <li>- Bob Thomas.</li> </ul> <p>The committee would like to seek clarification whether more than 12 nominations can be received for this committee given its merger with Sports Council and Cemetery committee so that the Open Spaces Committee can provide opportunity for an adequate cross section of community representatives whose interests and knowledge are across cultural, village, historical, cemetery and sporting open spaces.</p>	EA to seek clarification and advise members prior to endorsement of the Committee from Council.



Item No.	Item	Action
<b>7</b>	<b>ELECTION OF OFFICE BEARERS</b>	
<b>7.1</b>	<p>An outline of the purpose of the Open Spaces Committee and its function was provided to those present at the meeting.</p> <p>Mayor Margot Davis advised that the only Office Bearing position was Chairperson and offered the opportunity for nominations to be called.</p> <p>Preston Parkes nominated Mayor Margot Davis. Seconded by Carlene Knight. Mayor Margot Davis accepted the nomination.</p> <p>There being no further nominations the position was declared won by Mayor Margot Davis.</p>	<p><b>Unanimous vote and agreement for appointment of Chairperson.</b></p>
<b>8</b>	<b>2025 COMMITTEE MEETINGS</b>	
<b>8.1</b>	<p>The following dates are proposed for the 2025 Recreation and Open Spaces Committee:</p> <ul style="list-style-type: none"> <li>- 28 May at 4pm – William Gardner Conference Room</li> <li>- 27 August at 4pm – William Gardner Conference Room</li> <li>- 26 November at 4pm – William Gardner Conference Room</li> <li>- AGM 25 February 2026</li> </ul>	<p><b>Dates confirmed with Library.</b></p> <p><b>EA to send out Calendar invitations for meetings.</b></p>
<b>9</b>	<b>OTHER MATTERS (informal)</b>	
<b>9.1</b>	<p><b>GLENRAC Representative</b></p> <p>Richard Moon seeks clarification whether there is a GLENRAC representative is still a delegate on the Open Spaces Committee and whether an invitation has been extended for the 2025 Committee.</p> <p>Are there any other delegates who have been invited previously and should be invited to attend once again?</p>	<p><b>EA to investigate.</b></p> <p><b>EA to investigate.</b></p>
<b>9.2</b>	<p><b>Open Spaces and Public Art</b></p> <p>Query about Public Art, potential future projects, discussions/planning within Open Spaces and it being the appropriate channel to raise issues/suggest projects.</p>	<p><b>EA to confirm if Public Art Committee is proceeding and send Council's Public Art Policies and procedures to interested members.</b></p>

MEETING CLOSED:

4.30PM

NEXT MEETING:

28 May 2025 at 4pm William Gardner Conference Room

.....  
Chairperson.....  
Date

**Capital Projects Details**  
**31/03/2025**

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
Aerodome	7127C23	Airport runway renewal	The rehabilitation of the airport runway pavement and the bitumen sealing have been successfully completed, and the project was finished under budget.	30/06/2025	85.00%	\$1,000,000.00	\$ 616,488.74	61.65%	38.35%
	7248C24	Runway rehabilitation - (Funding to be sought)	Pavment strengthening and subsoil drainage works have been completed on Runway 14/32. The project is fully grant funded under the NSW Betterment Programs.		90.00%	\$1,202,119.00	\$ 1,275,790.51	106.13%	-6.13%
	7249C24	Runway rehabilitation - Regional Airports Program	The airport runway lighting upgrade is at 90% completion, with electrical commissioning and flight checking scheduled for the 7th of April.		80.00%	\$1,101,059.00	\$ 553,153.58	50.24%	49.76%
Aerodome Total						\$3,303,178.00	\$ 2,445,432.83	74.03%	25.97%
Bridge	7008C22	Bridge 5220 Mt Mitchell Road, Yarrow Creek	This project is complete and has been capitalised. Please lock job card and remove.	20/12/2023	100.00%	-\$7,937.38	\$ 4,366.13	-55.01%	155.01%
	7009C22	5215 Mt Mitchell Road, Mann River	The project has been successfully completed, and the final milestone for the grant payment has been submitted along with the completion report. A minor overspend will be funded through a budget transfer.	28/03/2025	100.00%	\$1,550,000.00	\$ 1,557,540.23	100.49%	-0.49%
	7108C23	Bridge 5340 Wentworth St over Rocky Ponds Creek	Project complete and final grant payment has been recieved.	1/11/2024	100.00%	\$1,068,000.00	\$ 966,189.32	90.47%	9.53%
	7109C23	Bridge 5170 Furracabad Rd over Furracabad Creek	The project has reached practical completion and is open to traffic, with only the installation of the guard rail remaining.	31/03/2025	99.00%	\$1,000,000.00	\$ 990,654.33	99.07%	0.93%
	7208C24	Local Bridges - LIRS Accelerated Bridge Program	This project is complete.	28/02/2025	100.00%	\$7,816.10	\$ 3,522.75	45.07%	54.93%
	7209C24	Fixing Country Bridges Round 2B-Sunset	Project complete pending payment of final invoices.		90.00%	\$108,000.00	\$ 91,823.65	85.02%	14.98%
	7210C24	Fixing Country Bridges Round 2B-Cox's Rd	The old bridge has been removed and a side track installed. Council has completed the bulk earthworks for the abutments and is waiting on a rock drilling contractor to drill the rock anchor holes.	28/08/2025	0.30%	\$912,000.00	\$ 318,674.10	34.94%	65.06%
Bridge Total						\$4,637,878.72	\$ 3,932,770.51	84.80%	15.20%
Building	7312C25	Depot Improvements	Initial clean-up at Depot completed. Hill Lockhart architects have delivered plans for the amenities block. Staff consultation on these plans to occur.	31/12/2025	15.00%	\$150,000.00	\$ 52,637.49	35.09%	64.91%
	7358C25	Crofters Cottage Roof	The roof works have been fully completed, and the interior repainting – undertaken by Council's Building Maintenance Officer as an additional improvement – is now also finalised. We're currently awaiting installation of the new flue for the fireplace, which is expected to be completed before 30 April, ensuring the space is ready and comfortable ahead of the cooler months. The new tenant is currently in the process of moving in to commence operating.		99.00%	\$30,000.00	\$ 28,216.91	94.06%	5.94%
	7897C24	Sale of 23 Bourke Street Deepwater	Sale underway. Expected settlement has been postponed until early 2025. Income will be \$90,000. \$5,000 buffer provided for conveyencing fees etc.			-\$85,000.00	\$ 357.67	-0.42%	100.42%
Building Total						\$95,000.00	\$ 81,212.07	85.49%	14.51%

Capital Projects Details  
31/03/2025

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
Community Halls	7132C23	Emmaville War Memorial Hall Upgrades	Project completed by the 31 March 2025 deadline, in line with the approved scope. Preparation for funding acquittal is now underway and will be submitted by 30 April 2025. - Photograph of inside hall showing newly resurfaced floor and stage, internal painting.	31/03/2025	100.00%	\$131,651.00	\$ 106,780.37	81.11%	18.89%
	Community Halls Total					\$131,651.00	\$ 106,780.37	81.11%	18.89%
Drainage	7301C25	Capital Renewal - Urban Stormwater	The Church Street upgrade has been delayed due to staffing commitments. The project is now set to begin in late April.	30/06/2025	14.00%	\$150,000.00	\$ 22,019.70	14.68%	85.32%
	Drainage Total					\$150,000.00	\$ 22,019.70	14.68%	85.32%
Ecnomic Development	7030C22	Upgrade Dumaresq Street Industrial Estate	Electrical design submitted to Essential Energy for approval. All development conditions have been complied with to enable an application for subdivision certificate to be lodged.		50.00%	\$283,446.00	\$ 261,977.31	92.43%	7.57%
	7117C23	Signage Upgrades	As per December 2024 report to Council - project combined with 7029C22			\$80,000.00	\$ 3,307.00	4.13%	95.87%
	7118C23	Public Art Projects	A request to convene a meeting of the Public Art Advisory Group has been issued to consider a proposal to utilise the public art budget allocation for the installation of lighting infrastructure at Centennial Parklands. The proposed infrastructure would provide feature lighting to the Australian Standing Stones and allow for the display of illuminated artworks by local artists.  Preliminary consultation with key stakeholders, including Arts North West, has already been undertaken, with positive support received for the proposal.		20.00%	\$100,000.00	\$ 107.62	0.11%	99.89%
	7300C24	Sheep & Goat Electronic Identification System	Project completed. Sheep and Goat EID system fully installed and operational.	31/03/2025	100.00%	\$225,000.00	\$ 190,019.96	84.45%	15.55%
	7311C25	LED Sign at the VIC	Quotes received. Currently being reviewed by team.	30/06/2025	5.00%	\$20,000.00	\$ -	0.00%	100.00%
	7314C25	TCP Signage upgrade for ACF	TCP signage received and ready for use at the Australian Celtic Fesitval for 2025 and onwards.	31/03/2025	100.00%	\$15,000.00	\$ 10,102.91	67.35%	32.65%
	7357C25	New England Rail Trail	(blank)			\$170,000.00	\$ 25,945.46	15.26%	84.74%
	Ecnomic Development Total					\$893,446.00	\$ 491,460.26	55.01%	44.99%
Flood Recovery & Natural Disasters	7128C23A	Old Grafton Road slips EPAR	The rectification works at the batter slip on Diehard Creek have been completed. Council is currently awaiting clarification regarding a scope change before proceeding with the remainder of the project.	19/12/2025	40.00%	\$389,136.00	\$ 155,937.25	40.07%	59.93%
	7243C24	Pinkett RD. AGRN 1012 Natural Disaster Recovery (EPAR)	The Pinkett Road Essential Public Asset Restoration project is 75% complete with significant heavy patching works completed in December 2024.	30/06/2025	75.00%	\$1,036,089.00	\$ 819,131.18	79.06%	20.94%

Capital Projects Details  
31/03/2025

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
Flood Recovery & Natural Disasters Total						\$1,425,225.00	\$ 975,068.43	68.42%	31.58%
IT	7361C24	Power App for Finance	(blank)			\$80,000.00	\$ 25,000.00	31.25%	68.75%
IT Total						\$80,000.00	\$ 25,000.00	31.25%	68.75%
Library	7253C24	Library - Air-condition refurbishment	(blank)			\$10,750.93	\$ 9,454.55	87.94%	12.06%
Library Total						\$10,750.93	\$ 9,454.55	87.94%	12.06%
Life Choices	7033C22	Revote23 LCSS: Skillion Carport	Waiting asset disposal.			\$12,763.00	\$ 11,602.73	90.91%	9.09%
	7124C23	CAFS Sun Shade for playground equipment	RFQ completed. Funding variation particulars to be finalised prior to commencement of works.			\$50,000.00	\$ 28,760.00	57.52%	42.48%
	7181C23	Stronger Country Comm - OOSH Sund Shade	Waiting asset disposal.			\$50,000.00	\$ 18,670.00	37.34%	62.66%
	7182C23	Stronger Country Comm - Sensory	Works commenced 12/02/2025		25.00%	\$50,000.00	\$ 91,765.44	183.53%	-83.53%
	7250C24	Life Choices - Retaining wall	Construction underway	8/09/2024	100.00%	\$24,390.00	\$ 21,993.09	90.17%	9.83%
Life Choices Total						\$187,153.00	\$ 172,791.26	92.33%	7.67%
Open Office	7007C22	Finance: Project Jigsaw Open Office Implementation	Stage 1 80% completed as at December 24		80.00%	\$785,825.00	\$ 507,206.39	64.54%	35.46%
Open Office Total						\$785,825.00	\$ 507,206.39	64.54%	35.46%
	7027C22	CBD Roundabout Landscaping	As per December 2024 update to Council - project is complete.	30/06/2024	100.00%	\$83,672.71	\$ 12,092.00	14.45%	85.55%
	7119C23	Replacement of Emmaville Pool Covers	Understood that this project was completed in 2024.		100.00%	\$0.00	\$ -	0.00%	100.00%
	7135C23	BSBR00382 Centennial Parklands - Amenities and Outdoor Area constructio	Works complete, with project remaning within the Defects Liability Period (DLP) until 30 July 2025. NSW Public Works scheduled to carry out end of DLP inspection mid-June 2025.	30/07/2025	98.00%	\$1,441,616.00	\$ 1,392,038.14	96.56%	3.44%
	7137C23	BSBR000316 Indoor Sports Stadium Stage Two	"Following works have been completed Kitchen and Café Fit-out; Stadium curtain and Fire rated ceiling, doors and shelving in a required internal storeroom. The internal wall linings planned to be undertaken by end of 2024. Note: Netball Playground equipment has been installed.		60.00%	\$413,926.00	\$ 479,209.93	115.77%	-15.77%
	7166C23	SCCF Rd 5 - Anzac Park	To ensure the most cost-effective delivery of the project, it is proposed that Stage 1 and Stage 2 be constructed concurrently. Undertaking both stages at the same time will reduce overall costs by minimising supplier travel and mobilisation expenses, and by streamlining project coordination and delivery.  Commencement is currently dependent on execution of the Stage 2 Deed by the funding body, with works to proceed once funding is formally confirmed (Deed execution is expected before 30 April 2025).	10/02/2026	1.00%	\$600,000.00	\$ 13,704.59	2.28%	97.72%
	7168C23	SCCF Rd 5 - Aquatic Centre	RFQ being prepared for solar / heat pump component of project.	30/06/2025	50.00%	\$332,710.00	\$ 112,738.32	33.88%	66.12%

**Capital Projects Details**  
**31/03/2025**

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
Open Spaces & Recreational	7173C23	Shade and Landscaping ISC	The project has been rescheduled for completion next year to allow delivery by Council's Parks and Gardens team. This approach will ensure project funds are used as economically as possible while also providing the team with further valuable hands-on project experience, building on their recent work on the Main Street Beautification Project.	27/02/2026	25.00%	\$50,000.00	\$ 10,772.54	21.55%	78.45%
	7252C24	Learning Centre - 2 x glass sliding doors mechanical motor	(blank)			\$20,000.00	\$ 4,454.55	22.27%	77.73%
	7302C25	Acid Bulk Storage Tank for GI Aquatic Centre.	Project complete. Acid tank installed at the the Glen Innes Aquatic Centre in March 2025.	31/03/2025	100.00%	\$5,800.00	\$ 4,750.00	81.90%	18.10%
	7303C25	Installation of two(2) Beams at GI Cemetery.	(blank)			\$25,000.00	\$ 15,185.46	60.74%	39.26%
	7304C25	Installation of new Cemetery Beam Emm. Cemetery	Beams installed at Emmaville Cemetery in December 2024. Further investigation to confirm if any further beams required at Emmaville Cemetery currently underway by new Manager of Recreation and Open Space.	30/05/2025	80.00%	\$15,000.00	\$ 4,058.18	27.05%	72.95%
	7305C25	Three (3) x Commercial Pool Cleaners	As per December 2024 update to Council, project complete.	19/12/2024	100.00%	\$21,314.10	\$ 21,314.10	100.00%	0.00%
	7306C25	CCTV	In line with Council Resolution 21.11/24 and Council's ongoing commitment to improving community safety, enhancements to CCTV coverage within the Town Centre are progressing. Quotes have been sought for upgrades to the existing Grey Street CCTV system and for the installation of CCTV at Anzac Park, with a preferred supplier now identified. The project remains on track for completion prior to 30 June 2025.	30/06/2025	5.00%	\$50,000.00	\$ -	0.00%	100.00%
	7307C25	Fencing Wilson Park	Project recommenced now new Manager of Recreation and Open Space commenced. Quotations estimated to be obtained and reviewed by 30 May 2025 to proceed with works. Works estimated to be completed in 25/26 subject to budget being carried over.	30/07/2025	5.00%	\$20,000.00	\$ -	0.00%	100.00%
	7308C25	Dishwasher Town Hall Coffee Shop.	Works were completed in 23/24.		100.00%	\$0.00	\$ -	0.00%	100.00%
	7310C25	Off Leash Dog Park Area	Project recommenced due to new Manager of Recreation and Open Space commencing. Review of establish if new quotations required. Estimated to be completed by 30 April 25. Project expected to be completed early 25/26 subject to budget being carried over.	31/07/2025	5.00%	\$37,685.90	\$ -	0.00%	100.00%
	7313C25	Upgrade of electrical mains at Centennial Parklands	Project completed. Mains at Centennial Park upgraded to 3 phase power.	31/03/2025	100.00%	\$20,000.00	\$ -	0.00%	100.00%
	7359C25	Equestrian Park Fence and Gate	Works / project now complete.		100.00%	\$25,000.00	\$ 19,500.00	78.00%	22.00%
	7360C25	Cricket Nets	(blank)	28/03/2025	100.00%	\$58,950.00	\$ -	0.00%	100.00%

**Capital Projects Details**  
**31/03/2025**

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
	7362C24	Indoor Stadium Dirt Removal	Options for reusing the substantial stockpile of dirt located across the road from the Glen Innes Indoor Sports Centre are currently under investigation. This approach aims to be more economical than the alternative of hauling and disposing of the material at the landfill. An outcome from this investigation is anticipated by 30 June, 2025 (this time is estimated due to other competing projects taking priority). Works to remove / reuse the dirt are expected to extend into the 25/26 financial year.	30/06/2025	5.00%	\$50,000.00	\$ 3,237.00	6.47%	93.53%
	7367C25	ANZAC Park Stage 2	To ensure the most cost-effective delivery of the project, it is proposed that Stage 1 and Stage 2 be constructed concurrently. Undertaking both stages at the same time will reduce overall costs by minimising supplier travel and mobilisation expenses, and by streamlining project coordination and delivery.  Commencement is currently dependent on execution of the Stage 2 Deed by the funding body, with works to proceed once funding is formally confirmed (Deed execution is expected before 30 April 2025).	18/12/2025	0.00%	\$600,000.00	\$ -	0.00%	100.00%
	7369C25	B6864 - Indoor Sports Centre Stage 4	(blank)			\$0.00	\$ -	0.00%	100.00%
	7365C25	LSCA708 - Centennial Parklands Picnic Shelter	A Request for Quotation (RFQ) process has been undertaken for construction of the shelter in line with the architect and structural design, with the submission period closing on 1 April 2025. Officers are now progressing to the evaluation stage, reviewing tenders received from contractors.	1/11/2025	5.00%	\$0.00	-\$ 43,679.01	0.00%	100.00%
<b>Open Spaces &amp; Recreational Total</b>						<b>\$3,870,674.71</b>	<b>\$ 2,049,375.80</b>	<b>52.95%</b>	<b>47.05%</b>
	7228C24	Leaseback Category 3 vehicle - Manager Regulatory and Planning	To be deferred to next FY.			\$0.00	\$ -	0.00%	100.00%
	7230C24	Leaseback Category 3 vehicle - Manager Asset Services	Project Completed		100.00%	\$51,000.00	\$ 49,450.90	96.96%	3.04%
	7231C24	Coordinator Life Choices Operational Vehicle	To be deferred to next FY.	30/06/2026	0.00%	-\$342,000.00	\$ -	0.00%	100.00%
	7237C24	Transfer pump trailer - IWS	Quotes received. Plant not ordered as yet.		25.00%	\$30,000.00	\$ -	0.00%	100.00%
	7238C24	Line marker - Aerodrome	Equipment will not be ordered. Equipment to be shared amongst teams.	30/06/2025		\$0.00	\$ -	0.00%	100.00%
	7240C24	Water truck	Plant delivered. Project Completed.			\$305,265.86	\$ 291,201.85	95.39%	4.61%
	7263C24	New LCSS support Vehicle	Plant delivered. Project Completed.			\$30,809.09	\$ 31,404.09	101.93%	-1.93%
	7324C25	Plant 1106 Hino Ranger 10 Tipper -IWS	To be deferred to next FY.	30/06/2026	0.00%	\$0.00	\$ -	0.00%	100.00%
	7325C25	Plant 1315 Outfront mower - 1	Plant ordered.			\$130,000.00	\$ 141,845.71	109.11%	-9.11%
	7326C25	Plant 1505 Maint. Coordinator Operational Vehicle	Plant delivered. Project Completed.			\$49,231.13	\$ 49,009.58	99.55%	0.45%

**Capital Projects Details**  
**31/03/2025**

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
Plant	7327C25	Plant 1540 LCSS Direct Support worker vehicle-1	Vehicle delivered. Project completed.	31/01/2025	100.00%	\$32,000.00	\$ 31,404.09	98.14%	1.86%
	7328C25	Plant 1553 - LCSS Commuter Bus	Initial conversations with Life Choices has taken place. Awaiting feedback on configuration choices.			\$110,000.00	\$ -	0.00%	100.00%
	7329C25	Plant 1557 Dual cab, 4WD utility - Bridge crew	Plant delivered. Project Completed.			\$51,069.81	\$ 51,069.81	100.00%	0.00%
	7330C25	Plant 1568 LCSS Direct Support Worker vehicle-2	Vehicle delivered. Project completed.	29/11/2024		\$32,000.00	\$ 31,404.09	98.14%	1.86%
	7331C25	Plant 1569 LCSS Direct Support Worker vehicle-3	Vehicle delivered. Project completed.	30/12/2024	100.00%	\$32,000.00	\$ 31,404.09	98.14%	1.86%
	7332C25	Plant 2215 8 Tonne Excavator -	Plant ordered.			\$181,000.00	\$ 179,497.27	99.17%	0.83%
	7333C25	Plant 2315 Outfront mower - 2	Equipment ordered. Awaiting delivery.	30/04/2025	95.00%	\$130,000.00	\$ 129,904.58	99.93%	0.07%
	7334C25	Plant 2502 Single cab, 2WD, cab chassis utility - Cleaners	Vehicle delivered. Project completed.	27/11/2024	100.00%	\$34,500.00	\$ 32,703.35	94.79%	5.21%
	7335C25	Plant 2507 Single cab, cab-chassis, 4WD utility - P & OS	Vehicle delivered. Project completed.	25/02/2025	100.00%	\$47,382.02	\$ 47,382.02	100.00%	0.00%
	7336C25	Plant 2511 4WD, cab-chassis utility -	Vehicle delivered. Project completed.	29/11/2024	100.00%	\$44,004.43	\$ 44,004.43	100.00%	0.00%
	7337C25	Plant 2534 DIS Leaseback - Category 2	To be deferred to next FY.			\$0.00	\$ -	0.00%	100.00%
	7338C25	Plant 2543 LCSS - Direct Support Worker vehicle - 4	Vehicle ordered. Project Completed.			\$32,000.00	\$ 31,404.09	98.14%	1.86%
	7339C25	Plant 3505 Dual cab, 4WD utility - Construction	Vehicle delivered. Project completed.			\$51,069.81	\$ 51,069.81	100.00%	0.00%
	7340C25	Plant 9023 Workshop Pressure Cleaner	Equipment Ordered.			\$8,000.00	\$ 7,200.00	90.00%	10.00%
	7341C25	Flail Mower - Airport	Vehicle delivered. Project completed.		100.00%	\$13,500.00	\$ 11,183.64	82.84%	17.16%
	7342C25	Replacement of Crane on Sewer truck	Equipment delivered. Project Completed.			\$13,000.00	\$ 10,530.00	81.00%	19.00%
	7343C25	Leaseback Cat. 3 Vehicle - MED	Plant has been delivered. Project completed.			\$52,378.24	\$ 52,378.24	100.00%	0.00%
	7344C25	Leaseback Cat. 3 Vehicle - MComplianceSustainability	To be deferred to next FY.			\$0.00	\$ -	0.00%	100.00%
	7363C24	Commercial Mower - Life Choices	Equipment delivered. Project Completed.	3/12/2024	100.00%	\$15,000.00	\$ 12,953.68	86.36%	13.64%
	7366C25	TOPCON Surveyor Equipment	Equipment has been delivered. Awaiting invoice from supplier before project is closed.	30/04/2025	99.00%	\$44,198.00	\$ 44,198.00	100.00%	0.00%
	7368C25	Hail Damaged replacement Vehicle	(blank)			\$0.00	\$ 39,942.63	0.00%	100.00%
<b>Plant Total</b>						<b>\$1,177,408.39</b>	<b>\$ 1,402,545.95</b>	<b>119.12%</b>	<b>-19.12%</b>
Quarry	7054C22	Revote23 Wattle Vale Establishment	These funds will be used toward internal components of the Wattle Vale quarry project after the external intersection works are completed. Site office to be ordered			\$74,225.00	\$ 2,891.64	3.90%	96.10%
	7211C24	Quarry Development -Wattle Vale Establishment	Implement a two-coat seal over an area of approximately 200 meters by 5 meters, extending from the grid/gate into the TSR. This initiative aims to minimize truck tire damage, enhance safety, and mitigate contamination concerns.	30/06/2025		\$200,000.00	\$ 162,531.92	81.27%	18.73%
	7212C24	Front End Loader - GIA	Project Completed	31/12/2024	100.00%	\$506,894.32	\$ 490,309.00	96.73%	3.27%
	7345C25	Skid steer loader - Quarry	To be deferred to next FY.			\$0.00	\$ -	0.00%	100.00%

**Capital Projects Details**  
**31/03/2025**

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
	7346C25	Quarry pit water pump	The waterboard is currently conducting investigations into pump volumes to facilitate the shared use of this asset between the quarry and the waterboard.	31/03/2025	80.00%	\$55,000.00	\$ -	0.00%	100.00%
		<b>Quarry Total</b>				<b>\$836,119.32</b>	<b>\$ 655,732.56</b>	<b>78.43%</b>	<b>21.57%</b>
Roads	7002C23	Roads of Strategic Importance - Bald Nob Upgrade	The upgrade for Segment 25-30 has been successfully completed. Rehabilitation work for 900 meters of Segment 20, is scheduled between March and May, to effectively utilize the remaining grant funds.	27/06/2025	90.00%	\$5,600,000.00	\$ 5,129,399.41	91.60%	8.40%
	7004C22	Revote23 Illparran Road LRCI	This project has been completed.	1/11/2024	100.00%	\$132,992.00	\$ 141,864.26	106.67%	-6.67%
	7005C22	Revote23 Jenkins Road LRCI	The project has been successfully completed. A minor cost overrun will be addressed through a budget transfer from the Heavy Patching program (7110C23).		100.00%	\$75,154.00	\$ 85,896.86	114.29%	-14.29%
	7110C23	Heavy Patching Program	Council are focusing on expending grant funded heavy patching programs prior to this project.	30/01/2026	50.00%	\$587,480.45	\$ 280,619.25	47.77%	52.23%
	7113C23	Kerb & Gutter Installation - Hunter	This project has been successfully completed.		100.00%	\$30,000.00	\$ 30,826.95	102.76%	-2.76%
	7143C23	Unsealed Roads Resheeting - Bullock Mountain Road	This project has been sucessfully completed.	2/12/2024	100.00%	\$437,360.00	\$ 431,689.35	98.70%	1.30%
	7144C23	Unsealed Rds Resheet - Haymarket Rd	Project complete	1/10/2024	100.00%	\$120,000.00	\$ 118,458.28	98.72%	1.28%
	7146C23	New Bitumen Seals - Blue Hills/Rodgers Road	Works are scheduled to commence in June 2025	31/10/2025	0.00%	\$300,000.00	\$ 5,180.94	1.73%	98.27%
	7200C24	HAYMARKET ROAD RESHEET=USE 7144C23	Duplicate job card. Please delete. Costs to be journalled to 7258C24-RRTRP08			\$0.00	\$ 19,595.76	0.00%	100.00%
	7202C24	LRCI Rnd 4 - Main Street Refurb/RAbout		30/06/2025	70.00%	\$872,429.00	\$ 812,776.59	93.16%	6.84%
	7207C24	RRTRP Reg. Roads Betterment	Rehabilitation of Emmaville Road Segment 40-50 is complete	30/06/2026	25.00%	\$3,599,085.36	\$ 762,179.94	21.18%	78.82%
	7244C24	RRTRP Local Roads - Pinkett Rd	Project to be reported under 7258C24 job card as per grant funding body requirements.			\$0.00	\$ 472.50	0.00%	100.00%
	7245C24	RRTRP Local Roads - Strathbogie Rd	Please journal all costs to 7258C24-RRTRP04 and close this job card.			\$0.00	\$ 1,051.28	0.00%	100.00%
	7246C24	RRTRP Local Roads - Maybole Rd	Project to be reported under 7258C24 job card as per grant funding body requirements. Please delete this job card.			\$0.00	\$ -	0.00%	100.00%
	7254C24	Regional Emergency Road Repair Fund	Ongoing heavy patching activities are being conducted within the local road network.	30/06/2027	40.00%	\$2,941,848.00	\$ 1,287,661.67	43.77%	56.23%
	7258C24	RRTRP - Local Roads Betterment	Projects have been successfully completed on Shannonnvale Road, Pinkett Road, Haymarket Road, and Furracabad Road.	30/05/2026	35.00%	\$9,957,773.10	\$ 3,039,001.54	30.52%	69.48%
	7309C25	Urban street rehabilitation	Projects have been successfully completed on William Street and Glasson Street.	31/12/2025	25.00%	\$500,000.00	\$ 135,559.42	27.11%	72.89%
	7315C25	R2R Urban Roads Heavy Patching and Reseals	The 2024/2025 reseal program has been successfully completed, with some aggregate costs still to be paid.	26/06/2025	95.00%	\$872,427.00	\$ 799,023.19	91.59%	8.41%
	7316C25	RRTRP Local Roads - Rangers Valley	(blank)			\$0.00	\$ -	0.00%	100.00%
	7317C25	RRTRP Local Roads - Glen Leigh Road	Please delete this job. It is a redundant job card.			\$0.00	\$ -	0.00%	100.00%
	7318C25	RRTRP Local Roads - Golf Links Road	Please remove this job. It is a redundant job card with no budget.			\$0.00	\$ -	0.00%	100.00%



**Capital Projects Details**  
**31/03/2025**

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
	7319C25	RRTRP Regional Roads - Wellington Vale Road	Please journal all costs to 7207C24-RRTRP14 and close this job card. It is a redundant job card.			\$0.00	\$ 3,401.17	0.00%	100.00%
	7320C25	Regional Roads Repair Program	(blank)			\$0.00	\$ -	0.00%	100.00%
	7321C25	Regional Roads Block Grant - Repair Co-Contribution	The repair program for financial year 2024/2025 will not be implemented as the funding body has not renewed it. Please remove the job associated with this program.			\$0.00	\$ -	0.00%	100.00%
	7322C25	Regional Roads Block Grant - Heavy Patch and Reseal	Heavy patching and resealing has been completed on Coronation Avenue, Emmaville Road Segment 30 and Emmaville Road Segment 60	26/06/2025	80.00%	\$373,000.00	\$ 389,033.93	104.30%	-4.30%
	7323C25	Traffic Facilities 24/25	Linemarking on Emmaville Road has been successfully completed. A signage audit has been conducted, and advanced warning signage has been ordered for the newly sealed roads.	31/07/2025	95.00%	\$74,000.00	\$ 72,220.05	97.59%	2.41%
	7364C25	FLR4 - Red Range Road heavy patching	Please remove this job. The budget has been moved to Job No 7180C24.			\$111,147.46	\$ -	0.00%	100.00%
<b>Roads Total</b>						<b>\$26,584,696.37</b>	<b>\$ 13,545,912.34</b>	<b>50.95%</b>	<b>49.05%</b>
Sewer	7215C24	New Mains -Sewer Private Works DO NOT USE	(blank)			\$10,000.00	\$ -	0.00%	100.00%
	7347C25	New Mains - Sewer Private Works	Work has been completed as required.		66.00%	\$10,000.00	\$ 6,634.10	66.34%	33.66%
	7348C25	New Services - Sewer Private Works			70.00%	\$15,000.00	\$ 6,735.72	44.90%	55.10%
	7349C25	Capital Renewal - Sewer	The Request for Quotation (RFQ) is currently active for the relining program. Several manhole relines are scheduled for completion in June, while the remaining budget will be carried over as Work in Progress (WIP).	30/06/2025	15.00%	\$604,318.00	\$ 88,888.93	14.71%	85.29%
	<b>Sewer Total</b>					<b>\$639,318.00</b>	<b>\$ 102,258.75</b>	<b>15.99%</b>	<b>84.01%</b>
Waste	7098C21	LANDFILL: Future Landfill Development	Project currently being reviewed / scoped.			\$284,065.00	\$ 111,376.48	39.21%	60.79%
	7235C24	Landfill Compactor - Glen Innes Landfill (Funded from Waste Reserve)	Plant delivered. Project Completed.		100.00%	\$940,000.00	\$ 926,337.86	98.55%	1.45%
	7261C24	landfill Upgrade - multiyear project	A site visit is scheduled for mid-April to determine the scope of the project. As part of the works, quotes are being obtained for landfill lids to comply with EPA requirements.		2.00%	\$200,000.00	\$ -	0.00%	100.00%
	7350C25	New Waste Transfer Station GI landfill	Cost estimate for access widening to the GI Waste Transfer Station site (which is located on the portion of land adjoining the existing landfill weighbridge / carpark to the south) have been obtained and works scheduled to commence in May 2025 - to be carried out by ENTER ONCE KNOWN. A site visit to develop the scope for security fencing and entrance gates is planned for mid-April.	30/06/2025	20.00%	\$200,000.00	\$ 1,678.80	0.84%	99.16%
	7351C25	fencing and CCTV at all 4 landfills	Site visits are scheduled to be conducted in mid-April to determine the project scope.		2.00%	\$100,000.00	\$ -	0.00%	100.00%
	7352C25	New Landfill weighbridge data	New software system 'Mandalay' installed at Glen Innes Waste & Recovery Facility and is now being used. Improvements in quality of data and ease of processing data already realised.	31/03/2025	100.00%	\$35,000.00	\$ 49,808.26	142.31%	-42.31%

Capital Projects Details  
31/03/2025

Project Type	Job No	Job Description	Comments	Proposed Completion Date	Completion %	Budget	Total Spent (Incl. Open P.O)	Expenditures %	Remaining %
	7356C25	GPS - New Landfill Compactor	To be deferred to next FY.			\$0.00	\$ -	0.00%	100.00%
		Waste Total				\$1,759,065.00	\$ 1,089,201.40	61.92%	38.08%
Water	7105C22	Truck Wash Upgrade	A new pump has been acquired and is currently awaiting delivery. Upon its arrival, the project will be considered complete.	30/05/2025	85.00%	\$142,000.00	\$ 138,925.99	97.84%	2.16%
	7217C24	Capital Renewal - Water	This is the SCADA project that will commence on the 1st of July	31/12/2025	0.00%	\$499,889.67	\$ 26,017.50	5.20%	94.80%
	7218C24	New Mains - Water Private Works	No new mains have been necessary in this fiscal year to date.		0.00%	\$10,000.00	\$ 0.00	0.00%	100.00%
	7353C25	New Service- Water Private Works	Water meters have been installed in all garden beds for the CBD Upgrade		75.00%	\$15,000.00	\$ 40,067.34	267.12%	-167.12%
	7354C25	New Mains - Water Private Works	Work has been completed as required.	30/06/2025	70.00%	\$10,000.00	\$ 7,792.74	77.93%	22.07%
	7355C25	Capital Renewal - Water	Work on the Bourke Street upgrade is scheduled for May and June.		30.00%	\$753,052.00	\$ 237,217.33	31.50%	68.50%
		Water Total				\$1,429,941.67	\$ 450,020.90	31.47%	68.53%
		Grand Total				\$47,997,331.11	\$ 28,064,244.07	58.47%	41.53%

Glen Innes Severn Council

Development Assessment Report DA 43/24-25



## DEVELOPMENT ASSESSMENT REPORT

### Application Details

DA 43/24-25	PAN-501716	Lot 630 DP753282	Local
Address	76 Blacks Road, Glen Innes		
Description of Development	Erection of a single storey dwelling house		
Estimated Development Cost	\$424,000	Applicant	Rural Plan Consultants
Date Lodged	17/01/2025	Owner	R. Ross & K. Lewis
Report Date	09/04/2025	Assessing Officer	Warwick Stimson Consultant Town Planner

### Summary

**Key Issues:** Nil

**Variations to LEP or DCP:** Nil

**Number of Submissions:** Nil

**Recommendation:** Approval

#### RECOMMENDATION

That Development Application 43/24-25 for the construction of a single storey dwelling house at 76 Blacks Road, Glen Innes be approved subject to the conditions of consent detailed in Schedule 1 of this report.

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

## 1. Introduction

### 1.1. Site Description

The subject site (the site) known as Lot 630 DP 753282, No. 76 Blacks Road, GLEN INNES NSW 2370, is located approximately 2.7km south-west of the township of Glen Innes. The land is irregular in shape and enjoys a wide primary frontage to Blacks Road spanning over 180m, as shown on the accompanying site plan. The site is generally oriented on an east - west axis. The total site area is 43,000m<sup>2</sup> or 4.3ha.

The site, which bears an extensive slope, falling from the rear of the site to the front, enjoys a wide primary frontage to Blacks Road, spanning over 180m. The site does not contain any structures, however, comprises an existing gravel driveway crossover and internal driveway, timber post and wire boundary fencing and extensive vegetation in the form of trees and grasscover.

Land use within the locality is comprised largely of rural land and / or rural-residential development (zoned RU1) in all directions.

The site contains no heritage items, is not in a heritage conservation area, and is not in close proximity to a heritage item.

The site is mapped as being bushfire prone land.

The site is burdened by a restriction (AD763889) limiting subdivision of the land.

The site is not serviced by town water and sewer.



Figure 1 - Aerial Imagery of development site

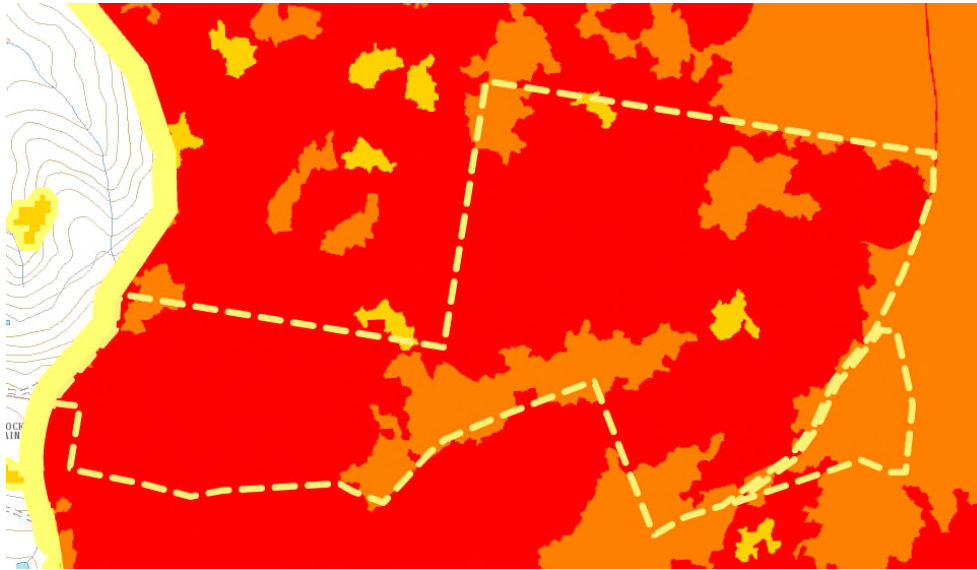


Figure 2 - Cadastre imagery with bushfire mapping overlay

### 1.2. Proposal

The application seeks consent from Glen Innes Severn Council for the construction of a single storey, fibre-cement clad dwelling house. The dwelling is proposed to comprise three (3) bedrooms, including master bedroom with walk-in-robe and ensuite, open plan kitchen, living room and dining room and amenities, including bathroom, separate WC and laundry with walk-in-storage room. A minimum of two (2) hardstand car parking spaces are proposed next to the dwelling. The footprint of the proposed dwelling is some 177.06sqm.

The proposal includes the following setbacks, of which are compatible with existing development in the surrounding vicinity:

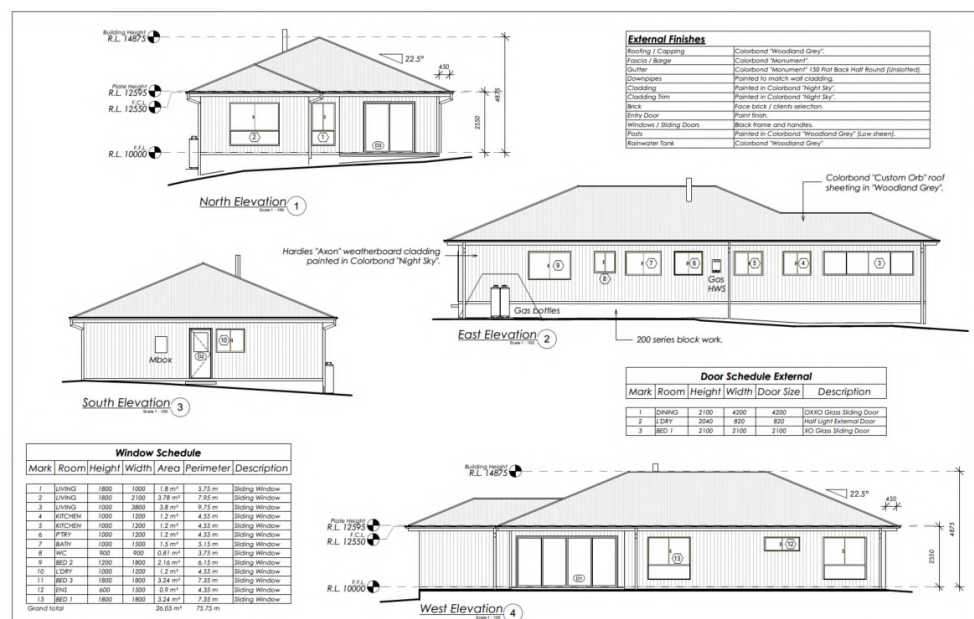
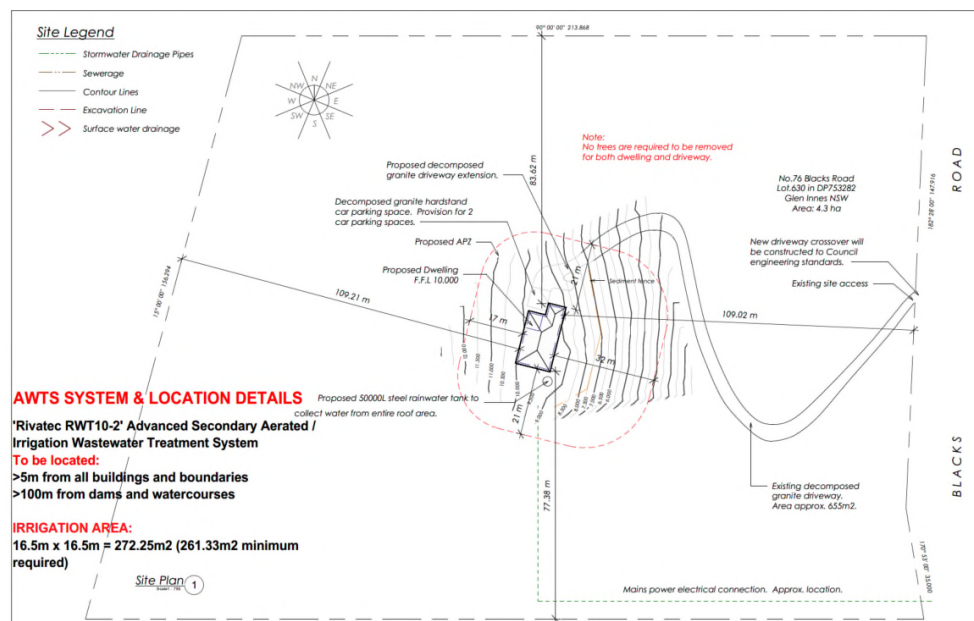
- Dwelling to north (side) boundary: 83.62m
- Dwelling to east (front – Blacks Road) boundary: 109.02m
- Dwelling to south (side) boundary: 77.38m
- Dwelling to west (rear) boundary: 109.21m

Due to the dropped edge beam slab design proposed, which contains all fill within the slab itself, earthworks are considered minor and are estimated to not exceed more than 300mm – 400mm external to the footprint of the building.

The building responds to locality, with the materials proposed to be low-maintenance, durable and suitably articulated to provide visual relief and interest. The level of solar access and ventilation resulting from the development is considered excellent, with living areas designed to maximise northern aspects.

Minor vegetation is proposed to be removed to facilitate the proposed development.

## Development Assessment Report DA 43/24-25



Glen Innes Severn Council

Development Assessment Report DA 43/24-25

### 1.3. Internal Referrals

The development application was referred to the following personnel:

Officer	Sent	Received	Response Received	Objections?
Director of Infrastructure Services	14/03/2025	09/04/2025	Y	N

The application was referred to the Acting Director of Infrastructure Services with recommended conditions of consent being provided in Schedule 1 of this report.

### 1.4. External Referrals

No external referrals were required.

## 2. Matters for Consideration

Section 4.15(1) of the *Environmental Planning and Assessment Act 1979* sets out the following matters for a consent authority to consider during the assessment of a development application:

(a) *the provisions of—*

(i) *any environmental planning instrument, and*

(ii) *any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and*

(iii) *any development control plan, and*

(iiia) *any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and*

(iv) *the regulations (to the extent that they prescribe matters for the purposes of this paragraph),*

(v) *(Repealed)*

*that apply to the land to which the development application relates,*

(b) *the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,*

(c) *the suitability of the site for the development,*

(d) *any submissions made in accordance with this Act or the regulations,*

(e) *the public interest.*

The following sections of this report consider each of the above matters for consideration.

## 2.1. Section 4.15(1)(a)(i) – Environmental Planning Instruments

The following table details the applicability of current State Environmental Planning Policies (SEPPs) to the development application. Detailed discussion of the applicable SEPPs follows.

State Environmental Planning Policy	Applicable? Y/N
(Biodiversity and Conservation) 2021	Y
(Exempt and Complying Development Codes) 2008	N
(Housing) 2021	N
(Industry and Employment) 2021	N
(Planning Systems) 2021	N
(Precincts – Central River City) 2021	N
(Precincts – Eastern Harbour City) 2021	N
(Precincts – Regional) 2021	N
(Precincts – Western Parkland City) 2021	N
(Primary Production) 2021	N
(Resilience and Hazards) 2021	Y
(Resources and Energy) 2021	N
(Sustainable Buildings) 2022	Y
(Transport and Infrastructure) 2021	N

### 2.1.1. State Environmental Planning Policy (Biodiversity and Conservation) 2021

#### Chapter 3 Koala Habitat Protection 2020

The Glen Innes Severn LGA is listed in Schedule 2 of the SEPP, the site is zoned RU1 and the site is more than 1 hectare in area, so Chapter 3 is applicable to this development.

The increase in building footprint is small, no tree removal is proposed, and a site inspection revealed that there is no actual or potential koala habitat that will be affected by the development. A Koala Plan of Management is therefore not required.

No further consideration of the SEPP is required.

### 2.1.2. State Environmental Planning Policy (Resilience and Hazards) 2021

#### Chapter 4 Remediation of Land

Clause 4.6 of the SEPP requires that consent must not be granted to the carrying out of any development on land unless Council has considered whether land is contaminated or requires remediation for the proposed use.

The land is not mapped as contaminated. A search of Council's records indicates the site has a history of rural use. It is therefore considered unlikely that the site has experienced any significant contamination and further assessment under the SEPP is not necessary.

### 2.1.3. State Environmental Planning Policy (Sustainable Buildings) 2022

*State Environmental Planning Policy (Sustainable Buildings) 2022* sets standards for residential and non-residential buildings.

A valid BASIX Certificate was submitted with the Development Application and meets the requirements of Chapter 2 of the SEPP. A condition is recommended in Schedule 1 of this report requiring the recommendations of the BASIX Certificate be complied with.



Glen Innes Severn Council

Development Assessment Report DA 43/24-25

**2.1.4. Glen Innes Severn Local Environmental Plan 2012**

Glen Innes Severn Local Environmental Plan 2012 (GISLEP) applies to all land in Glen Innes Severn Shire. An assessment of the development against the relevant sections of GISLEP is provided below.

Clause	Applicable? Y/N	Comment
1.2 Aims of Plan	Y	The development is generally consistent with the aims and objectives of GISLEP.
2.2 Zoning of land to which Plan applies	Y	The land is zoned RU1 Primary Production.
2.3 Zone objectives and Land Use Table	Y	<p>The objectives of the zone are:</p> <p>RU1 Primary Production</p> <ul style="list-style-type: none"> <li>To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.</li> <li>To encourage diversity in primary industry enterprises and systems appropriate for the area.</li> <li>To minimise the fragmentation and alienation of resource lands.</li> <li>To minimise conflict between land uses within this zone and land uses within adjoining zones.</li> </ul> <p>The development is consistent with the objectives in that:</p> <ul style="list-style-type: none"> <li>The site is identified as a dwelling opportunity site.</li> <li>The proposal will not result in any lesser primary production activity on the site or within the surrounding locality.</li> <li>The proposal will not result in fragmentation of the surrounding RU1 lands.</li> <li>No unacceptable land use conflicts will arise as a result of this proposal being approved.</li> </ul> <p>The development is characterised as a <i>dwelling house</i>, which is defined as:  <b>dwelling house</b> means a building containing only one dwelling.</p> <p>The development is permissible with consent in the zone.</p>
2.4 Unzoned Land	N	The land is not unzoned.
2.6 Subdivision – consent requirements	N	No subdivision is proposed.
2.7 Demolition requires development consent	N	No demolition is proposed.
2.8 Temporary use of land	N	
4.1 Minimum subdivision lot size	N	Subdivision does not form part of the application.
4.2 Rural subdivision	N	Subdivision does not form part of the application.
4.2A Erection of dwelling houses and dual occupancies	Y	The proposed dwelling is permitted to be constructed upon the land in accordance with

Page 7 of 27

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

(attached) on land in certain... zones		Clause 4.2A(3)(d) – is within a lot identified as 'Dwelling Opportunity' on the Dwelling Opportunity map.
4.3 Height of buildings	N	Not adopted
4.4 Floor space ratio	N	Not adopted
4.5 Calculation of floor space ratio and site area	N	Not adopted
4.6 Exceptions to development standards	N	No exceptions to development standards are sought.
5.10 Heritage conservation	N	The site contains no heritage items, is not in a heritage conservation area, and is not in close proximity to a heritage item.
5.16 Subdivision of, or dwellings on, land in certain rural, residential or conservation zones	Y	The proposed development is considered to be consistent with this clause in that: <ul style="list-style-type: none"> <li>A dwelling entitlement exists in accordance with Clause 4.2A(3)(d).</li> <li>The proposal is consistent with similar development in the locality, representing the 'preferred and predominant' land use in the vicinity of the development.</li> <li>The proposed development will not result in any unacceptable land use conflicts or impacts.</li> </ul>
7.3 Essential services	Y	The site can be appropriately serviced to satisfy this clause.

The proposed development is consistent with the provisions of the LEP and can be supported in this context.

## 2.2. Section 4.15(1)(a)(ii) – Draft Environmental Planning Instruments

There are currently no draft SEPPs or LEP amendments that are applicable to the development.

## 2.3. Section 4.15(1)(a)(iii) – Glen Innes Severn Council Development Control Plan 2014

Glen Innes Severn Development Control Plan 2012 (the DCP) applies to all land in Glen Innes Severn Shire. An assessment of the development against the relevant sections of the DCP is provided below.

### 2.3.1. Chapter 4 Rural Development

Chapter 4 Rural Development Section	Complies? Y/N	Comment
<b>4.4 General Controls</b>		
Development complies with Clause 4.2A of GISLEP.	Y	Refer discussion earlier in this report
Council may require consolidation of undersized rural lots (vacant lots with an area less than the minimum lot size) within the same property holding as a condition of consent.	N/A	

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Buildings shall be sited so they are not located or project above ridgelines or knolls and are sensitively placed in the rural landscape.	Y	The proposed dwelling is appropriately located on the subject site.
Rural buildings, including garages and sheds should be clustered to form a group and where possible, buildings shall be broken into smaller elements rather than presenting a large building mass.	Y	The proposed dwelling is located some 109m from the front boundary and is considered to satisfy this requirement.
All buildings to have a minimum 15m front setback.	Y	The front setback is some 109m.
Materials or finishes should not be visually intrusive. Recessive earthy tones are required. Reflective materials are discouraged.	Y	A combination of the dwelling location and proposed materiality results in this DCP requirement being met.
Development must comply with Council's On-site Sewage Management Strategy.	Y	A Section 68 (LG Act) application to install an on-site sewerage management system (AWTS) in accordance with GISC's On-Site Sewage Management Strategy and applicable Australian Standards has been lodged in conjunction with this application.
Development on bushfire prone land must meet the relevant requirements of the Rural Fire Service and Planning for Bushfire Protection 2019.	Y	A bushfire report has been prepared in accordance with the NSW RFS publication 'Planning for Bushfire Protection 2019' and submitted with this application demonstrating compliance with this requirement.
Development on waterfront land requires a Controlled Activity Approval and will be referred to the NSW Office of Water.	N/A	
<b>4.5 Vehicular Access Requirements</b>		
Access to a development shall be located having regard to its potential impact on the landscape and native vegetation and shall be unobtrusive and sympathetic to the existing landform and neighbouring development.	Y	An existing vehicular access point is proposed to be utilised as part of this proposal.
All development is required to have coincidental legal and physical access from a public road to the development site. Council may require evidence from a registered surveyor that this is the case.	Y	Can comply. An application under S138 of the Roads Act for approval to construct a rural driveway crossover to Council's engineering standards has been lodged in conjunction with this application.
Where a part of any access is via an unformed Crown road, the road may first require dedication as a Council public road, and then construction to an appropriate standard once Council approval has been gained for the work.	N/A	
Road and drainage designs may need to be submitted to Council at the applicant's	Y	Noted

Page 9 of 27

## Glen Innes Severn Council

## Development Assessment Report DA 43/24-25

expense prior to approval of any roadworks within a Council public road reserve.		
The developer will be responsible for construction or upgrading of any vehicle access in accordance with Council standards	Y	Appropriate conditions of consent have been included.
<b>4.6 Environmental Considerations</b>		
Development shall not be carried out on slopes >20%. If this is unavoidable, Council may require a geotechnical assessment.	Y	The land on which the dwelling house is proposed does not exceed 20% slope.
Applications to clear native vegetation are to identify the area and number of trees to be cleared.	N/A	
Development likely to have a significant impact on threatened species, populations or ecological communities, or their habitats must include an ecological assessment, a preliminary Vegetation Management Plan and compensatory planting in accordance with Table 4.1.	N/A	
Riparian lands in a subdivision are to be stabilised and revegetated according to stream order and buffer category. Water courses classified as stream order 3 or greater (Strahler method) require a riparian buffer of at least 40m.	N/A	
Roads are to be located outside riparian buffer areas where possible. Where roads traverse the riparian buffer area, the road design is to minimise the area of disturbance and demonstrate minimal impact on the riparian function and integrity.	N/A	
Driveway/roadway crossings/other infrastructure located over waterways are to have regard to the requirements for fish passage in accordance with relevant NSW State Government requirements under the <i>Fisheries Management Act 1994</i> .	N/A	
<b>4.7 Flooding</b>		
In low-lying areas a flood study may be required to determine appropriate floor levels for habitable structures. Waterway crossings on any access roadways should be designed to permit two-wheel drive access from a public road to the residence during a critical one (1) in 100 year storm event.	N/A	
<b>4.8 Land Use Buffers</b>		
Buffers from development to rural land uses are to be established in accordance with the NSW DPI Land Use Conflict Risk Assessment Guide.	N/A	

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Where a proposed dwelling or tourist accommodation will adjoin an agricultural enterprise a minimum 100m separation is required. Where this cannot be achieved Council will consider the use of vegetative buffers on the development site.	Y	An appropriate buffer exceeding 100m is provided for in this proposal.
Any new residence should be a minimum 2km from any active or proposed wind turbine unless suitable measures are taken in the design and construction of the dwelling to ameliorate noise or other impacts.	N/A	
4.10 Services		
Any structures associated with provision of electricity and telecommunications shall be sited to have minimal environmental impact including vegetation removal and visual impact.	Y	Proposal complies. The proposed dwelling will be connected to mains power. There will be no unacceptable impacts arising from the required connection.
Applications must demonstrate the method of power supply.		
Council supports the use of solar energy.		
Where generators are proposed, controls will be placed on hours of operation and levels of noise emission with regard to neighbouring development and the environment.		
4.11 Farm Dams		
NSW Office of Water regulates and licenses farm dams. Dams that do not need a licence or development consent are: dams that capture up to 10% of runoff; dams up to one megalitre on small properties.	N/A	

### Chapter 7 Access and Parking

Chapter 7 Access and Parking Section	Complies? Y/N	Comment
<b>7.4 Access and Traffic Generation</b>		
For significant developments Council may require a Traffic Impact Assessment.	Y	Proposal is minor and will not negatively impact the road network.
<b>7.5 Vehicular Crossover and Driveway Width</b>		
Crossings shall generally be constructed from concrete.	Y	Can comply.
A Road Opening Application Form is to be lodged and a Road Opening Permit received prior to any works in a public road reservation.	Y	An appropriate condition of consent is included in Schedule 1.
Internal driveways and crossovers for multi dwelling housing shall be 5.5m wide. If justified in an assessment, 4.5m may be acceptable.	N/A	
Existing surplus vehicular crossings will be required to be removed and the area restored prior to occupation or use of the development.	N/A	

Page 11 of 27

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

7.6 Parking Controls		
Car parking spaces are to be provided on the same lot as the proposed development. Multi-lot land holdings may require consolidation to comply.	Y	Parking provided on site.
Additional parking spaces shall comply with this chapter and Table 7.1. 2 spaces are required for the development.	Y	2 car parking spaces are provided.

The proposed development satisfies the relevant provisions of the DCP and can be supported in that context.

#### 2.4. Section 4.15(1)(a)(iiia) – Any Planning Agreement

There are no planning agreements in place that apply to this development.

#### 2.5. Section 4.15(1)(a)(iv) – The Regulations

Clauses 61 to 64 of the Environmental Planning and Assessment Regulations 2021 contain prescribed matters that the authority must consider.

Matters Prescribed by the Regulations	Applicable? Y/N	Comment
Clause 61(1) Demolition	N/A	
Clause 62 Fire Safety	N/A	
Clause 63 Temporary Structures	N/A	
Clause 64 Buildings to be Upgraded	N/A	

#### 2.6. Section 4.15(1)(b) – Likely Impacts

##### 2.6.1. Impacts on the Natural Environment

The proposed development will not result in any unacceptable environmental impacts. The dwelling house has been appropriately designed and situated in the context of the local ecology, the bushfire prone nature of the locality, and the topography of the site. There will be no negative visual impacts arising as a result of this proposal.

##### 2.6.2. Impacts on the Built Environment

The proposed development is minor in scale and will not create any unacceptable impacts on the built environment. The dwelling house has been situated with extensive boundary setbacks, with the majority of boundary vegetation being retained. Moreover, there will be no impacts on adjoining properties in terms of overshadowing, bulk and scale.

##### 2.6.3. Social and Economic Impacts

No negative social or economic impacts have been identified in the assessment of this application.

##### 2.6.4. Other impacts

No other impacts are anticipated.

#### 2.7. Section 4.15(1)(c) – The Suitability of the Site for the Development

Given the assessment above, with no unacceptable impacts being identified, it is submitted that the site is considered suitable for the proposed development.

## 2.8. Section 4.15(1)(d) – Submissions

The Development Application was not required to be notified or advertised under the provisions of Chapter 2 of Glen Innes Severn Development Control Plan 2014 or Community Participation Plan.

## 2.9. Section 4.15(1)(e) – The Public Interest

The application satisfactorily addresses Council's planning controls and would provide a development outcome that would, on balance, result in a positive impact for the community. Approval of the proposal is considered to be in the public interest.

## 3. Other Statutory Considerations

Part 7 Section 1.7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994* provide that these Acts must be considered in the assessment of a development.

### 3.1. Environmental Planning and Assessment Act 1979 Section 4.14

Section 4.14 of the Environmental Planning and Assessment Act 1979 states the following:

*(1) Development consent cannot be granted for the carrying out of development for any purpose (other than a subdivision of land that could lawfully be used for residential or rural residential purposes or development for a special fire protection purpose) on bush fire prone land (being land for the time being recorded as bush fire prone land on a relevant map certified under section 10.3(2)) unless the consent authority—*

*(a) is satisfied that the development conforms to the specifications and requirements of the version (as prescribed by the regulations) of the document entitled Planning for Bush Fire Protection prepared by the NSW Rural Fire Service in co-operation with the Department (or, if another document is prescribed by the regulations for the purposes of this paragraph, that document) that are relevant to the development (the relevant specifications and requirements), or*

*(b) has been provided with a certificate by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant specifications and requirements.*

The site is mapped as Bushfire Vegetation Category 1, and the development application included a Bushfire Self-Assessment prepared by the applicant.

The Bushfire Attack Level (BAL) rating was determined to be BAL 19 as a maximum. This rating is determined to be correct as per the below assessment of surrounding vegetation:

	North (side)	East (front)	South (side)	West (rear)
Vegetation classification	Grassy and Semi-Arid Woodland and Managed Land / Low Threat Vegetation	Grassy and Semi-Arid Woodland and Managed Land / Low Threat Vegetation	Grassy and Semi-Arid Woodland and Managed Land / Low Threat Vegetation	Grassy and Semi-Arid Woodland Vegetation
Slope	Upslope and Flat	Downslope 10 – 15 degrees	Upslope and Flat	Upslope and Flat

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Distance to vegetation	Min APZ = 21m from the dwelling to the north.	Min APZ = 32m from the dwelling to the east.	Min APZ = 21m from the dwelling to the south.	Min APZ = 17m from the dwelling to the west.
<b>Required BAL Level</b>	BAL-19	BAL-19	BAL-19	BAL-19

Conditions of consent are recommended in Schedule 1 to ensure the development complies with the requirements of Planning for Bush Fire Protection 2019.

### 3.2. Biodiversity Conservation Act 2016

The site is not identified on the Biodiversity Values Map (BVM) as being land with high biodiversity value, as defined by the Biodiversity Conservation Regulation 2017. An assessment provided by the applicant demonstrates the site is not likely to have a significant impact on threatened ecological communities, species, or their habitats.

The development would therefore not be considered to result in adverse impacts on biodiversity and is consistent with the provisions of the *Biodiversity Conservation Act 2016*.

### 3.3. Fisheries Management Act 1994

The development will not impact on the threatened marine species conservation.

## 4. Council Strategies and Policies

The following table details the applicability of current GISC strategies and policies to the development application. Detailed discussion of the applicable strategies/policies follows.

<b>GISC Strategy/Policy</b>	<b>Applicable? Y/N</b>
Asbestos Policy	N
Availability Charges for Water Services and Sewerage Policy	N
Building Over Sewers Policy	N
Conflicts of Interest Policy (Council Related Development)	Y
Development Service Plan – Glen Innes and Deepwater Water and Sewerage	N
Local Approvals Policy	N
Local Strategic Planning Statement	Y
Mains Extension Policy	N
On-Site Sewerage Management Strategy	Y
Planning Services – Lane Widening Policy	N
Property Access – Vehicle Crossings Policy	Y
Policy on Easements	N
S94 Development Contributions Plan	N

### 4.1. Conflicts of Interest Policy

This policy applies as the applicant for this development is the current Director of Place and Growth, lodged at a time when they were a town planning consultant, under their former town planning business.



Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Under Appendix A of the policy, the development is best categorised as:

<p><b>Development applications:</b> Where Manex members, Place and Growth and Infrastructure Services staff are involved in a development assessment process and are applicants and / or owners (non-residential development).</p>	<ul style="list-style-type: none"> <li>Where development does not exceed \$60,000:               <ul style="list-style-type: none"> <li>Assessed by an independent qualified member of the Place and Growth directorate.</li> </ul> </li> <li>Where development exceeds \$60,000:               <ul style="list-style-type: none"> <li>Assessed by a suitably qualified Town Planner independent of Council.</li> </ul> </li> </ul> <p>Engineering assessments may be carried out by an independent qualified staff member in both cases.</p>	<ul style="list-style-type: none"> <li>Determination by a meeting of Council.</li> </ul>
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Due to the value of the development exceeding \$60,000, the assessment of the application has been conducted by an external independent town planning consultant, with determination being required to be executed by a meeting of Council. In accordance with the policy.

Section 5 of the Conflicts of Interest Policy sets out roles and responsibilities. The responsibility of assessing officers are;

*Ensure that all processes undertaken during the assessment of any development application are in accordance with Council's policies, procedures and legislative requirements.*

*Must not give any special, preferential treatment or discriminate against any applicant.*

*Assess and determine Council-related development applications in accordance with the assessment and determination criteria outlined in Appendix A to this policy.*

The assessing officer declares that all processes undertaken during the assessment of the application are in accordance with Council's policies, procedures and legislative requirements. No special or preferential treatment has been given, nor has the applicant been discriminated against.

## 4.2. Local Strategic Planning Statement

The proposed development is consistent with Planning Priority 4 to deliver a variety of housing options in Glen Innes and promote development that contributes to the unique character of Glen Innes and its surrounding villages.

## 4.3. On-Site Sewerage Management Strategy

The applicant will be required to lodge a Section 68 application to install an OSSM system in accordance with Council policy.

## 4.4. Property Access – Vehicle Crossings Policy

In accordance with this policy the proposal has been assessed by Council's Acting Director of Infrastructure Services. The proposed driveway complies with the policy and a Section 138 application will be required for works in the road reserve.

## 4.5. S94 Development Contributions Plan

Development contributions are not applicable for single dwelling houses.

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

5. Administrative Matters

Item	Checked? Y/N	Comment
File History	Y	
Deposited Plan & 88B	Y	
Ownership	Y	
Intramaps	Y	
Notification Requirements	N/A	
Site Inspection Completed	Y	Date: 12/03/2025
Section 68 Application Required	Y	Lodged
Construction Certificate Required	Y	Not yet lodged

## Schedule 1 – Conditions of Consent

### Administrative Conditions

1. Development consent is granted only to carrying out the development described in detail below:

- **Erection of a Single Storey Dwelling House**

The proposed development being carried out strictly in accordance with the details set out on the application form and any other information submitted with the application.

**Note:** Any proposal to modify the terms or conditions of this consent, whilst still maintaining substantially the same development to that approved, will require the submission of a formal application under Section 4.55 of the *Environmental Planning and Assessment Act 1979* for Council's consideration. If amendments to the design result in the development not remaining substantially the same as that approved by this consent, a new development Application will have to be submitted to Council.

Reason: To ensure compliance with the development consent.

2. The development is to be implemented in accordance with the plans set out in the following table except where modified by any conditions of this consent (Development Consent No. DA 43/24-25).

**Plans Prepared by:** Precise Designs

Plan/Supporting Document(s)	Drawing No.	Revision	Dated
Site Plan	D1	-	08/01/2025
Building Site Plan	D2	-	08/01/2025
Bushfire Management	D3	-	08/01/2025
Bushfire Management	D4	-	08/01/2025
Floor Plan	D5	-	08/01/2025
Elevations	D6	-	08/01/2025
Section	D7	-	08/01/2025
Setout Plan	D8	-	08/01/2025
Roof Plan	D9	-	08/01/2025
Electrical Plan	D10	-	08/01/2025
Bracing and Tie Down	D11	-	08/01/2025
Bracing and Tie Down details	D12	-	08/01/2025

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Floor finishes	D13	-	08/01/2025
WHS	D14	-	08/01/2025

Plans Prepared by: RuralPlan Job No.: Ross & Lewis

Plan/Supporting Document(s)	Drawing No.	Revision	Dated
Waste Management Plan	-	-	July 2024

Plans Prepared by: Andrew Blake Job No.: Reece Ross\_02

Plan/Supporting Document(s)	Drawing No.	Revision	Dated
BASIX Certificate	1737925S_02	-	20/12/2024

In the event of any inconsistency between conditions of this development consent and the plans referred to above, the conditions of this development consent prevail. The approved plans and supporting documents endorsed with the Council stamp and authorised signature must be kept on site at all times while work is being undertaken.

Reason: To ensure compliance with the development consent.

**Development Generally (under the Environmental Planning and Assessment Regulation 2021)**

- All work must be carried out in accordance with the requirements of the Building Code of Australia.  
Reason: To comply with the provisions of Clause 69(1) of the Environmental Planning and Assessment Regulation 2021.
- In the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.  
Reason: To comply with the provisions of Clause 69(2) of the Environmental Planning and Assessment Regulation 2021.
- A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out, such sign is to be maintained while the work is being carried out but must be removed when the work has been completed. The sign must include the following:
  - Showing the name, address and telephone number of the principal certifier for the work, and
  - Showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - Stating that unauthorised entry to the work site is prohibited.

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Item 7.14

Annexure A

Reason: To comply with the provisions of Clause 70 of the Environmental Planning and Assessment Regulation 2021.

6. Residential building work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written notice.

Reason: To comply with the provisions of Clause 71 the Environmental Planning and Assessment Regulation 2021.

7. Under clause 75 of the *Environmental Planning and Assessment Regulation 2021*, it is a condition of this development consent that all the commitments listed in each relevant BASIX Certificate for the development are fulfilled.

Reason: To comply with Environmental Planning and Assessment Regulation 2021.

8. The proposed development is to be carried out strictly in accordance with the details set out on the application form and any other information submitted with the application.

**Note:** Any proposal to modify the terms or conditions of this consent, whilst still maintaining substantially the same development to that approved, will require the submission of a formal application under Section 4.55 of the *Environmental Planning and Assessment Act 1979* for Council's consideration. If amendments to the design result in the development not remaining substantially the same as that approved by this consent, a new development Application will have to be submitted to Council.

Reason: To confirm and clarify the terms of Council's approval.

9. Finished floor levels must be adequate to allow overflow relief gully compliance with AS3500 and *Plumbing and Drainage Code of practice*. The overflow relief gully must protrude a minimum of 75mm above ground level to prevent stormwater ingress. It must also be a minimum 150mm below finished floor level to ensure sewage remains outside the dwelling in the event of a blocked .

Reason: To comply with AS3500 and enable sewerage surcharge outside the building in case of a blockage in the sewer main.

10. Finished ground levels are to slope away from the building at a minimum rate of 50mm in the first 1m from the building.

Surface water must be prevented from entering neighbouring properties or escaping across the footpath (where applicable). This may be achieved by the use of landscaping, grated drains and sumps or other means to the satisfaction of Council.

Reason: To keep water clear of building foundations and comply with the Environmental Planning and Assessment Act 1979 and Regulations.

- 11.

All roof water is to be diverted away from the building upon installation of a roof covering such that water does not impact any building footing systems or enter neighbouring properties. Compliance can be achieved via a piped system installed to the satisfaction of Council.

All stormwater (or water from tank overflow when rainwater is collected) must be diverted to the legal point of discharge, or to the satisfaction of Council.

Reason: To satisfy National Construction Code Performance Provision P2.2.1 which states that 'surface water resulting from a storm having a recurrence interval of 100 years must not enter a building', to satisfy the design requirements of AS 3500.3 Part 3 – 2015: Stormwater Drainage and to satisfy the requirements of the Local Government Act 1993.

12. On properties not serviced by Council mains, all downpipes connected to a rainwater collection tank for potable water are to be fitted with an Australian Standard compliant 'First Flush Device', and all stormwater drainage lines and rainwater tank overflows are to be directed away from any on-site sewage management system (OSSM) land application area.

Reason: To ensure optimal efficiency for on-site sewage management systems, to comply with the requirements of AS 3500 and to minimize the effect of dust in the drinking water.

13. Damage caused to Council infrastructure as a result of the building activities shall be rectified by the applicant at their full expense. The adjustment of any existing utility services or installation of new services is to be at the full cost of the developer.

Reason: To ensure infrastructure is not damaged as a result of the development and because the nature of the proposed development may have an impact on the operation of the utility services.

14. All building materials, painting or other external finishes are required be of natural tones with low reflective quality, or such other treatment as may be appropriate to ensure that the buildings are not intrusive in the residential setting.

Reason: To maintain the amenity of the surrounding area and to comply with the Glen Innes Severn Development Control Plan 2014.

15. Residential buildings without a reticulated waters supply shall have water storage facilities containing a minimum of 22,000 litres of portable water for domestic purposes.

Reason: To ensure the development has an adequate supply of secure and safe drinking water.

16. An all-weather vehicular access road to the dwelling site suitable for traffic by two-wheel drives vehicles must be suitably maintained at all times. The road is to be appropriately formed and contain suitable measures for the prevention of soil erosion including mitre drains and piped culverts where necessary. All roadwork is to comply with the former NSW Department of Land and Water Conservation publication "Guidelines for the Planning, Construction and Maintenance of Tracks"

Reason: To ensure all weather emergency vehicular access to the subject property and to minimise the impact of the development of the environment.

#### General Conditions for Bushfire Pone Land

17. Proposed dwelling shall comply with Table 7.4a (**BAL 19**) from and 'Planning for Bush Fire Protection 2019' and AS 3959-2018: Construction of Buildings in Bushfire Prone Areas or NASH Standard (1.7.14 updated) 'National Standard Steel Framed Construction in Bushfire Areas – 2014'.

Reason: To ensure buildings are designed and constructed to withstand the potential impacts of bushfire attack, to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and other assisting in fire-fighting activities.

18. At the commencement of building works and in perpetuity the land around the proposed dwelling, for the following distances, shall be managed as an inner protection area (IPA) as outlined within Table 7.4a of 'Planning for Bush Fire Protection 2019'.

- North for 21m;
- East for 32m;
- South for 21m; and
- West for 17m.

**Note:** Establishment of asset protection zones around the proposed dwelling and shed may require the clearing of vegetation. Approvals necessary for the clearing of vegetation should be obtained prior to the establishment of any asset protection zones.

*Reason:* To provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building.

19. In recognition that no reticulated water supply is available to the development, a total of 20,000 litres firefighting water supply shall be provided for firefighting purposes. The firefighting water supply shall be installed and maintained in the following manner:
- a) Firefighting water supply tank(s) shall be located not less than 5 metres and not more than 20 metres from the approved structure;
  - b) New above ground fire-fighting water supply storage are to be manufactured using non-combustible material (concrete, metal etc). Where existing fire-fighting water supply storages are constructed of combustible (polycarbonate, plastic, fibreglass etc) materials, they shall be shielded from the impact of radiant heat and direct flame contact.
  - c) Non-combustible materials will only be used to elevate or raise firefighting water supply tank(s) above the natural ground level.
  - d) A 65mm metal Storz outlet with a gate or ball valve shall be fitted to any fire-fighting water supply tank(s) and accessible for a fire-fighting truck.
  - e) The gate or ball valve, pipes and tank penetration are adequate for the full 50mm inner diameter water flow through the Storz fitting and are constructed of a metal material.
  - f) All associated fittings to the fire-fighting water supply tank shall be non-combustible.
  - g) Any below ground fire-fighting water supply tank(s) constructed of combustible (polycarbonate, plastic, fibreglass) materials shall be shielded from the impact of radiant heat and direct flame contact.
  - h) A hardened ground surface for fire-fighting truck access is to be constructed up and within 4 metres of the fire-fighting water supply (tank or Storz fitting).
  - i) Any fire-fighting water supply tank(s) shall have an access hole measuring a minimum 200mm x 200mm to allow fire-fighting trucks to access water direct from the tank.
  - j) Any fire-fighting water supply tank(s) located below ground shall be clearly delineated to prevent vehicles being driven over the tank.
  - k) All water supplies for fire-fighting purposes shall be clearly signposted as a fire-fighting water supply.
  - l) Fire-fighting water supply tank(s) and associated fittings, located within 60 metres of a bushfire hazard and on the hazard side of an approved building shall be provided with radiant heat shielding to protect the tank from bush fire impacts and maintain safe access to the water supply for fire fighters.

- m) A Static Water Supply (SWS) sign shall be obtained from the Local NSW Rural Fire Service (RFS) and positioned for ease of identification by RFS personnel and other users of the SWS. In this regard:
  - i. Markers must be fixed in a suitable location so as to be visible; and
  - ii. Markers should be positioned adjacent to the most appropriate access for the water supply.

**Note:** The definition of below ground dedicated fire-fighting water supply tank(s) is when the outlet valve is located below natural ground level.

Reason: To provide adequate services of water for the protection of buildings during and after the passage of a bush fire.

- 20. In recognition that the dwelling may be connected to a gas supply, the following requirements are to be complied with:
  - a) Reticulated or bottled gas is to be installed and maintained in accordance with the current Australian Standard AS/NZS 1596: 'The storage and handling of LP gas' and the requirements of relevant authorities. Metal piping is to be used.
  - b) All fixed gas cylinders are kept clear of all flammable materials to a distance of 10 metres and be shielded on the hazard side of the installation.
  - c) Gas cylinders kept close to the buildings shall have release valves directed away from the building. Connections to and from gas cylinders are to be metal.
  - d) Polymer sheathed flexible gas supply lines to gas meters adjacent to buildings are not to be used.

Reason: To locate gas so as not to contribute to the risk of fire to a building.

#### Conditions to be Completed Prior to Issue of a Construction Certificate

- 21. Before the issue of the relevant construction certificate, the long service levy must be paid to the Long Service Corporation of Council under the Building and Construction Industry Long Service Payments Act 1986, section 34, and evidence of the payment is to be provided to Council.

Reason: To ensure the long service levy is paid.

#### Conditions to be Completed Prior to Works Commencing

- 22. No construction work is to commence until a Construction Certificate is issued for the proposed works. The works are to be constructed in accordance with the plans and specifications referred to in the Construction Certificate.

Reason: So that the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards.

- 23. No construction work is to commence until a Principal Certifying Authority (PCA) has been appointed for the proposed works.

Council, in the case of being the Principal Certifying Authority, is to be given 48 hours' notice of any critical stage inspections where applicable as per the issued PCA Agreement.



Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Item 7.14

Annexure A

Reason: To comply with the provisions of the Environmental Planning and Assessment Regulation 2021 and Building and Development Certifiers Regulation 2020.

24. All earthworks and the construction or installation of retaining walls or other forms of structural support that do not comply with the exempt development standards under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* require approval prior to any building works on the subject land.

Reason: To comply with the Building Code of Australia and the provisions of the Environmental Planning & Assessment Act 1979.

25. A Section 68 Local Approval must be lodged and approved prior to any plumbing or drainage works on the subject land.

Reason: To comply with the Local Government Act 1993.

26. For all construction activity within public roads (such as for stormwater, footpaths, kerb and gutter, tree removal etc.), the Applicant is to seek any necessary Council approvals for work in road reserves under the *Roads Act 1993*. The Application must have been approved prior to the issue of a Construction Certificate.

Reason: To ensure pedestrian and vehicular safety during construction.

27. Effective and appropriate sediment and erosion control facilities must be installed during the initial stages of construction and maintained throughout the construction period until vegetation has been established over all disturbed areas. These works must be designed and installed in accordance with current industry and regulatory guidelines as well as Council's Erosion and Sediment Control Policy.

**Note:** Failure to take effective action may render the developer liable to prosecution under the *Protection of the Environment Operations Act 1997*.

Reason: To prevent soil leaving the site and entering the stormwater system and to comply with the requirements of the *Protection of the Environment Operations Act 1997* and protect the amenity of the local environment.

**These measures shall be maintained throughout the course of construction and until all disturbed areas are restored by turfing, paving or revegetation.**

28. Toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.

Each toilet provided:

(a) must be a standard flushing toilet, and

(b) must be connected:

- (i) to a public sewer, or
- (ii) if connection to a public sewer is not practicable, to an accredited sewage management facility approved by the Council, or
- (iii) if connection to a public sewer or an accredited sewage management facility is not practicable, to some other sewage management facility approved by the Council.

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

The provision of toilet facilities in accordance with this clause must be completed before any other work is commenced.

*Reason:* To ensure that the development, when constructed, will comply with the Environmental Planning and Assessment Act 1979.

Conditions to be Undertaken During Construction

29. Construction, demolition and associated work shall be carried out only between the times stated as follows: -

Mondays to Fridays	7.00a.m. to 6.00p.m.
Saturdays	8.00a.m. to 1.00p.m.
Sundays & Public Holidays	No construction work to take place.

*Reason:* To ensure that the environmental quality of adjoining land is not adversely affected, such as by the generation of excessive noise levels.

30. All building materials, plant and equipment is to be placed on the building site. Building materials, plant and equipment (including water closets), are not to be placed on footpaths, roadways, public reserves etc.

*Reason:* To ensure pedestrian and vehicular access is not restricted in public places.

31. All vehicles servicing the site are to enter and leave the site in a forward direction.

*Reason:* to ensure traffic/pedestrian safety is maintained at all times during any construction work at the property.

Conditions to be Completed Prior to Occupation

32. Occupation or use of premises for the purposes approved by this consent shall not commence until all conditions of this consent have been complied with and an Occupation Certificate has been applied for and issued.

*Reason:* To ensure compliance with the provisions of the Environmental Planning and Assessment Act 1979 and Council's terms of consent.

33. Prior to the use of the premises for the purposes approved by this consent and prior to the issue of an Occupation Certificate a satisfactory final inspection report from the Council must be received by the Principal Certifying Authority (PCA) verifying the associated onsite waste water disposal system has been supplied and installed in accordance with the approval under Section 68 of the Local Government Act 1993.

*Reason:* To ensure the associated onsite wastewater disposal system has been supplied and installed in accordance with the approval prior to occupation.

34. Rural addressing street numbers, as allocated by Council Infrastructure Department, are to be fixed in a prominent position to the property within clear view of the road prior to occupation of the dwelling.

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Reason: To ensure the property can be easily identified by the public and any emergency services.

35. The property address is to be appropriately displayed with regard to the requirements of the NSW Geographical Names Board.

Reason: To permit the effective identification of the property.

36. All stormwater runoff from the development is to be dealt with onsite in a manner consistent with Australian Standard 3500 and Council's Development Design and Construction Manual, prior to occupation or use of the proposed development.

Reason: To ensure that storm water runoff generated from the development can be discharged by gravity to an approved location, without causing ponding or nuisance to adjoining lands.

37. The construction of a property access to the proposed dwelling, in a manner consistent with Council's "Vehicle Crossings and Nature Strip Policy."

**Note:** The applicant shall obtain a road opening permit from Council prior to any works within the public road reservation.

Reason: Because this work is necessary to ensure compliance with Council Policy.

## Public Notification

### Reasons for Conditions

Unrestricted consent may affect the environmental amenity of the area and would not be in the public interest.

### Reasons for Approval

The development satisfies the relevant aims, objectives and provisions of both the *Glen Innes Severn LEP 2012* and *Glen Innes Severn DCP 2014*.

### Community Consultation

The application was not required to be notified in accordance with *Glen Innes Severn CPP* and Table 2.1 of the *Glen Innes Severn DCP 2014*.

## Advisory Note

a) A further application is to be made for any change, enlargement or intensification of the premises or land use, including the display/erection of any new structure such as signage, partition walls or building fit-out (unless the proposed work is exempt from the need for consent under *State Environmental Planning Policy (Codes SEPP) 2008* for exempt development.

### b) Dial Before You Dig

Underground assets may exist in the area that is subject to your application. In the interests of health and safety, and in order to protect damage to third party assets please contact Dial before you dig at [www.1100.com.au](http://www.1100.com.au) or telephone on 1100 before excavating or erecting structures. (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before you dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

c) **Telecommunications Act 1997 (Commonwealth)**

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995* (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect of impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on Phone Number 1800 810 443.

### Other Approvals

*Local Government Act 1993* Approvals granted under Section 78A(5)

Nil

Integrated General Terms of Approvals as part of the consent.

Nil

### Right of Review

In accordance with the provisions of Section 8.2 of the *Environmental Planning and Assessment Act 1979*, an Applicant may request Council to review the determination that has been made in respect of a development application other than:

- a) a determination to issue or refuse to issue a complying development certificate, or
- b) a determination in respect of designated development, or
- c) a determination in respect of integrated development, or
- d) a determination made by the council under Division 4 in respect of an application by the Crown.

In requesting a review, the Applicant may make amendments to the development described in the original application, provided that the development, as amended, is substantially the same development as the development described in the original application.

Any request for review of the determination under the provisions of Section 8.2 of the *Environmental Planning and Assessment Act 1979* would need to be made within 6 months after the date on which the Applicant received the Council's Notice of determination of the development application because the Council has no power to conduct a review after that time. The prescribed fee must be paid in connection with an application for a review.

### Right of Appeal

If you are dissatisfied with this decision (including a determination on a review under Section 8.2), Section 8.7 of the *Environmental Planning and Assessment Act 1979* gives you the right to appeal to the Land and

Glen Innes Severn Council

Development Assessment Report DA 43/24-25

Environment Court within 6 months:

- a) after the date on which you receive this notice, or
- b) the date on which that application is taken to have been determined

The *Environmental Planning & Assessment Act 1979*, does not give a right of appeal to an objector who is dissatisfied with the determination of the Council to grant consent to a development application, unless the application is for designated development (including designated development that is integrated development) either unconditionally or subject to conditions, the objector may, within twenty eight (28) days after the date on which the notice of the determination was given in accordance with the regulations, and in accordance with rules of court, appeal to the Court.

- END OF CONDITIONS -

Glen Innes Severn Council

Development Assessment Report DA 50/24-25



DEVELOPMENT ASSESSMENT REPORT

Application Details

DA 50/24-25	PAN-503693	Lot 2 DP1266235	Local
Address	450 Emmaville Road, Glen Innes		
Description of Development	Erection of a single storey dwelling house		
Estimated Development Cost	\$650,000	Applicant	Rural Plan Consultants
Date Lodged	17/01/2025	Owner	R & A Kamphorst
Report Date	8/4/2025	Assessing Officer	Warwick Stimson Consulting Town Planner

Summary

Key Issues: Nil

Variations to LEP or DCP: LEP Clause 4.2A Erection of dwelling houses and dual occupancies (attached) on land in certain rural, residential and conservation zones – variation of 3.27% - acceptable due to submission of Clause 4.6 Request to Vary Development Standards

Number of Submissions: Nil

Recommendation: Approval

RECOMMENDATION

That Development Application 50/24-25 for the construction of a single storey dwelling house at 450 Emmaville Road, Glen Innes be approved subject to the conditions of consent detailed in Schedule 1 of this report.

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

## 1. Introduction

### 1.1. Site Description

The subject site (the site) known as Lot 2 DP 1266235, 450 Emmaville Road, GLEN INNES NSW 2370, forms part of a two-lot subdivision registered in 2020, located approximately 6.1km north-west of the Glen Innes CBD.

The site, which enjoys a wide spanning primary frontage of over 1,000m to Emmaville Road and a 762.83m wide secondary frontage to Bullock Mountain Road, bears a varied slope, ranging from undulating to moderate.

The site contains a detached farm shed with three water tanks, grass cover vegetation, post and wire boundary fencing, along with an existing piped culvert driveway crossover and internal gravel driveway with planted trees extending either side.

Land uses within the locality comprises RU1 zoned land, with scattered dwellings and ancillary development in all directions.

There are no heritage items on the subject site, nor is it within a heritage conservation area, or close proximity to a heritage item.

The site is mapped as being bushfire prone land.

The site is not burdened by any restrictions or easements.

The site is connected to town water but will require an on-site sewer system to be installed. Approval for that is being sought via a separate Section 68 application.



Figure 1- Aerial imagery of development site

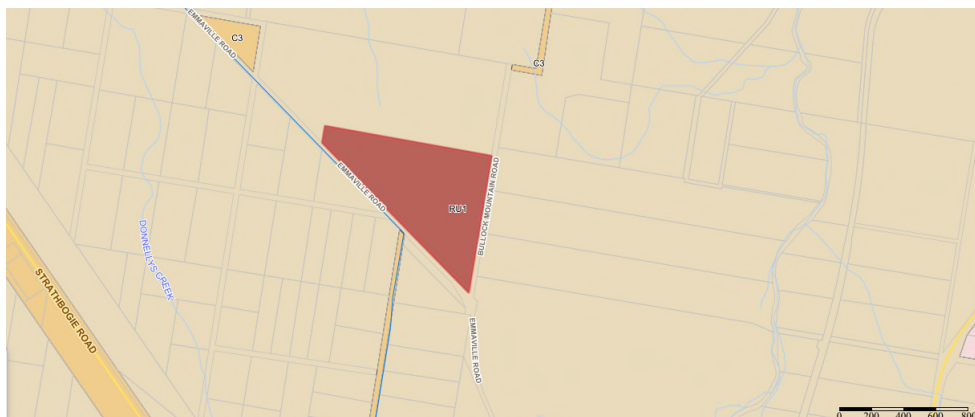


Figure 2 - Cadastral imagery of site with water servicing overlay

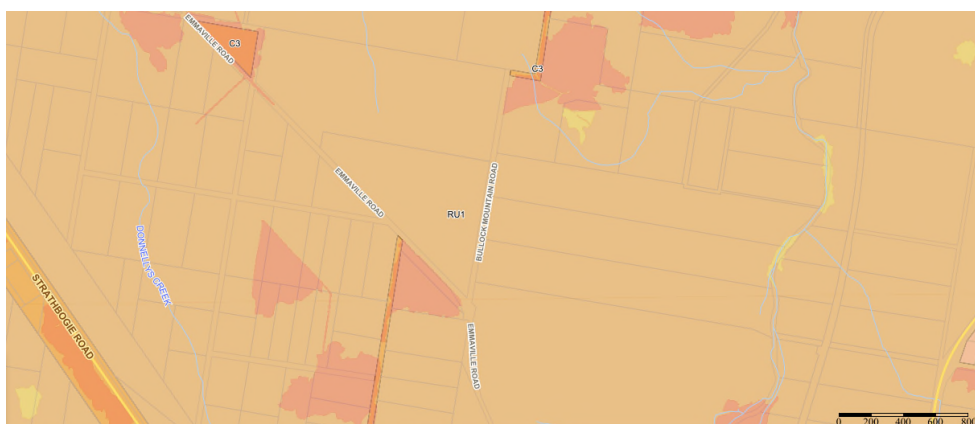


Figure 3 - Cadastral imagery of site with bushfire mapping overlay

## 1.2. Proposal

The application seeks consent for the construction of a single storey, rendered brick veneer dwelling house with attached porch, alfresco and single garage.

The arrangement of the dwelling includes a master bedroom suite with a walk-in robe and ensuite, four additional bedrooms, an open-plan kitchen with walk-in-pantry, dining, family and lounge areas, separate laundry and an alfresco area for outdoor living and entertaining. The master bedroom is positioned at the rear of the dwelling, with the remaining bedrooms located to optimise access to shared amenities. The open-plan living areas are centrally located and orientated north, seamlessly connecting to the alfresco space to enhance indoor outdoor functionality. In addition, an attached single garage is positioned to allow easy internal access to the dwelling via the laundry. The total footprint proposed is some 343.9sqm.

The proposal includes the following setbacks, of which are compatible with existing development in the surrounding vicinity:



Glen Innes Severn Council

Development Assessment Report DA 50/24-25

- Dwelling to north (rear) boundary: >200m
- Dwelling to east (side) boundary: >180m
- Dwelling to south (front) boundary: >280m
- Dwelling to west (side) boundary: >700m

Earthworks involving approximately 500mm max excavation and filling proposed for the installation of plumbing and drainage and establishment of the building foundations for the dwelling.

Design considerations have also been made in terms of setbacks, building separation, privacy and overshadowing, along with these elements internally to the site. The proposal has been designed so it is of a scale and amenity to blend with and not dominate the surrounding environment.

No trees would be removed or impacted by the development.

The building responds to the locality, with materials proposed to be low-maintenance, durable and suitably articulated to provide visual relief and interest.

The level of solar access and ventilation resulting from the development is considered acceptable, with living areas designed to maximise northern aspects.

Figures 4 and 5 below show the Site Plan and Perspectives of the proposed development.

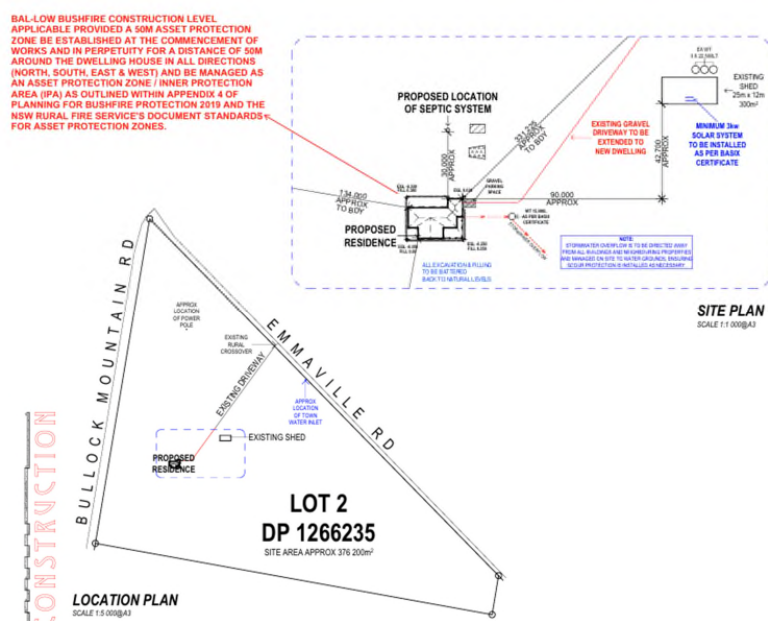


Figure 4 Location Plan

Glen Innes Severn Council

Development Assessment Report DA 50/24-25



Figure 5 Dwelling Perspectives

1.3. Internal Referrals

The development application was referred to the following personnel:

Officer	Sent	Received	Response Received	Objections?
Director of Infrastructure Services	28/03/2025	28/03/2025	Y	N

The application was referred to the Acting Director of Infrastructure Services with recommended conditions of consent being provided in Schedule 1.

1.4. External Referrals

No external referrals were required.

2. Matters for Consideration

Section 4.15(1) of the *Environmental Planning and Assessment Act 1979* sets out the following matters for a consent authority to consider during the assessment of a development application:

- (a) the provisions of—
  - (i) any environmental planning instrument, and
  - (ii) any proposed instrument that is or has been the subject of public consultation under this Act and that has been notified to the consent authority (unless the Planning Secretary has notified the consent authority that the making of the proposed instrument has been deferred indefinitely or has not been approved), and
  - (iii) any development control plan, and

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

*(iiia) any planning agreement that has been entered into under section 7.4, or any draft planning agreement that a developer has offered to enter into under section 7.4, and*

*(iv) the regulations (to the extent that they prescribe matters for the purposes of this paragraph),*

*(v) (Repealed)*

*that apply to the land to which the development application relates,*

*(b) the likely impacts of that development, including environmental impacts on both the natural and built environments, and social and economic impacts in the locality,*

*(c) the suitability of the site for the development,*

*(d) any submissions made in accordance with this Act or the regulations,*

*(e) the public interest.*

The following sections of this report consider each of the above matters for consideration.

## **2.1. Section 4.15(1)(a)(i) – Environmental Planning Instruments**

The following table details the applicability of current State Environmental Planning Policies (SEPPs) to the development application. Detailed discussion of the applicable SEPPs follows.

<b>State Environmental Planning Policy</b>	<b>Applicable? Y/N</b>
(Biodiversity and Conservation) 2021	Y
(Exempt and Complying Development Codes) 2008	N
(Housing) 2021	N
(Industry and Employment) 2021	N
(Planning Systems) 2021	N
(Precincts – Central River City) 2021	N
(Precincts – Eastern Harbour City) 2021	N
(Precincts – Regional) 2021	N
(Precincts – Western Parkland City) 2021	N
(Primary Production) 2021	N
(Resilience and Hazards) 2021	Y
(Resources and Energy) 2021	N
(Sustainable Buildings) 2022	Y
(Transport and Infrastructure) 2021	N

### **2.1.1. State Environmental Planning Policy (Biodiversity and Conservation) 2021**

#### Chapter 3 Koala Habitat Protection 2020

The Glen Innes Severn LGA is listed in Schedule 2 of the SEPP, the site is zoned RU1 and the site is more than 1 hectare in area, so Chapter 3 is applicable to this development.

The building footprint is small, no tree removal is proposed, and a site inspection revealed that there is no actual or potential koala habitat that will be affected by the development. A Koala Plan of Management is therefore not required.

No further consideration of the SEPP is required.

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

**2.1.2. State Environmental Planning Policy (Resilience and Hazards) 2021**Chapter 4 Remediation of Land

Clause 4.6 of the SEPP requires that consent must not be granted to the carrying out of any development on land unless Council has considered whether land is contaminated or requires remediation for the proposed use.

The land is not mapped as contaminated. A search of Council's records indicates the site has a history of rural use. It is therefore considered unlikely that the site has experienced any significant contamination and further assessment under the SEPP is not necessary.

**2.1.3. State Environmental Planning Policy (Sustainable Buildings) 2022**

*State Environmental Planning Policy (Sustainable Buildings) 2022* sets standards for residential and non-residential buildings.

A valid BASIX Certificate was submitted with the Development Application and meets the requirements of Chapter 2 of the SEPP. A condition is recommended in Schedule 1 of this report requiring the recommendations of the BASIX Certificate be complied with.

**2.1.4. Glen Innes Severn Local Environmental Plan 2012**

Glen Innes Severn Local Environmental Plan 2012 (GISLEP) applies to all land in Glen Innes Severn Shire. An assessment of the development against the relevant sections of GISLEP is provided below.

Clause	Applicable? Y/N	Comment
1.2 Aims of Plan	Y	The development is generally consistent with the aims and objectives of GISLEP.
2.2 Zoning of land to which Plan applies	Y	The land is zoned RU1 Primary Production.
2.3 Zone objectives and Land Use Table	Y	<p>The objectives of the zone are:</p> <p>RU1 Primary Production</p> <ul style="list-style-type: none"> <li>To encourage sustainable primary industry production by maintaining and enhancing the natural resource base.</li> <li>To encourage diversity in primary industry enterprises and systems appropriate for the area.</li> <li>To minimise the fragmentation and alienation of resource lands.</li> <li>To minimise conflict between land uses within this zone and land uses within adjoining zones.</li> </ul> <p>The development is consistent with the objectives in that:</p> <ul style="list-style-type: none"> <li>The proposal will not result in any lesser primary production activity on the site or within the surrounding locality.</li> <li>The proposal will not result in fragmentation of the surrounding RU1 lands.</li> <li>No unacceptable land use conflicts will arise as a result of this proposal being approved.</li> </ul>

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

		<ul style="list-style-type: none"> <li>The proposed development is permissible and is consistent with surrounding development.</li> </ul> <p>The development is characterised as a <i>dwelling house</i>, which is defined as:  <b><i>dwelling house</i> means a building containing only one dwelling.</b>  The development is permissible with consent in the zone.</p>
2.4 Unzoned Land	N	The land is not unzoned.
2.6 Subdivision – consent requirements	N	No subdivision is proposed.
2.7 Demolition requires development consent	N	No demolition is proposed.
4.1 Minimum subdivision lot size	N	Subdivision does not form part of the application.
4.2 Rural subdivision	N	Subdivision does not form part of the application.
4.2A Erection of dwelling houses and dual occupancies (attached) on land in certain... zones	Y	The subject site does not comply with the minimum lot size development standard. This is discussed further below.
4.3 Height of buildings	N	Not adopted
4.4 Floor space ratio	N	Not adopted
4.5 Calculation of floor space ratio and site area	N	Not adopted
4.6 Exceptions to development standards	Y	The variation to compliance with Clause 4.2A is discussed below.
5.10 Heritage conservation	N	The site contains no heritage items, is not in a heritage conservation area, and is not in close proximity to a heritage item.
5.16 Subdivision of, or dwellings on, land in certain rural, residential or conservation zones	Y	<p>The proposed development is considered to be consistent with this clause in that:</p> <ul style="list-style-type: none"> <li>Existing uses surrounding the RU1 zoned site are dwellings and ancillary development upon RU1 zoned land.</li> <li>The proposed development, being a dwelling house permitted under RU1 zoning, is considered to meet the preferred and predominant land uses of the Consent Authority (Council) given the fact that other dwellings have previously been approved by Council upon the subject land and also in the nearby vicinity.</li> <li>The proposed development is not considered to be incompatible with surrounding land uses.</li> <li>The proposed development will not result in any unacceptable land use conflicts or impacts.</li> </ul>
7.3 Essential services	Y	The site can be appropriately serviced to satisfy this clause.

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

**Assessment of Non-Compliance with Clause 4.2A**

The subject land the dwelling is proposed upon has an area of 38.69ha. The Minimum Lot Size (MLS) which permits dwelling entitlement attributed to the portion of land the dwelling is proposed upon is 40ha. The application seeks a variation to this development standard pursuant to Clause 4.6 of the LEP.

The development standard proposed to be varied is Clause 4.2A – Erection of dwelling housing and dual occupancies (attached) on land in certain rural, residential and conservation zones. Directly applicable to the subject land and proposed development is Cl 4.2A(3)(a):

*Cl 4.2A(3): Development consent must not be granted for the erection of a dwelling house or dual occupancy (attached) on land in a zone to which this clause applies, and on which no dwelling house or dual occupancy (attached) has been erected, unless the land—*

*(a) is a lot that is at least the minimum lot size specified for that land by the Lot Size Map.*

Clause 4.6 of the LEP is to be considered where flexibility in the application of development standards is sought, requiring a formal written request from a proponent justifying the variation.

The subject site is 38.69 ha in area, which is 1.31 ha less than the applicable minimum 40ha minimum lot size development standard prescribed by the LEP Lot Size Mapping. This equates to a percentage variation of 3.27%.

A comprehensive submission has been provided by the proponent justifying the proposed variation, based on the following points:

1. The minor nature of the variation sought, and the imperceptibility of it when considering the resultant development.
2. The compliance otherwise achieved with Council's planning controls.
3. The proposed development satisfying the objects of the zone and LEP despite the non-compliance.
4. The unreasonableness of the strict application of the development standard in the circumstances of this case.

Based on the submission, and specifically the points above, it is submitted there are sufficient environmental planning grounds to support the variation to the development standard in accordance with Clause 4.6 of the LEP.

**LEP Assessment Summary**

The request to vary the development standards contained within Clause 4.2A is considered reasonable and has been presented in the required format. Accordingly, the variation can be supported by Council.

Overall, the proposed development is consistent with the provisions of the LEP and can be supported in this context.

**2.2. Section 4.15(1)(a)(ii) – Draft Environmental Planning Instruments**

There are currently no draft SEPPs or LEP amendments that are applicable to the development.

### 2.3. Section 4.15(1)(a)(iii) – Glen Innes Severn Council Development Control Plan 2014

Glen Innes Severn Development Control Plan 2012 (the DCP) applies to all land in Glen Innes Severn Shire. An assessment of the development against the relevant sections of the DCP is provided below.

#### 2.3.1. Chapter 4 Rural Development

Chapter 4 Rural Development Section	Complies? Y/N	Comment
<b>4.4 General Controls</b>		
Development complies with Clause 4.2A of GISLEP.	Y	Refer discussion earlier in this report and the Clause 4.6 variation request. The proposed variation can be supported by Council.
Council may require consolidation of undersized rural lots (vacant lots with an area less than the minimum lot size) within the same property holding as a condition of consent.	N/A	
Buildings shall be sited so they are not located or project above ridgelines or knolls and are sensitively placed in the rural landscape.	Y	The proposed dwelling is appropriately located on the subject site.
Rural buildings, including garages and sheds should be clustered to form a group and where possible, buildings shall be broken into smaller elements rather than presenting a large building mass.	Y	The proposed dwelling is located some 200m from the front boundary and is considered to satisfy this requirement.
All buildings to have a minimum 15m front setback.	Y	The front setback is some 200m.
Materials or finishes should not be visually intrusive. Recessive earthy tones are required. Reflective materials are discouraged.	Y	A combination of the dwelling location and proposed materiality results in this DCP requirement being met.
Development must comply with Council's On-site Sewage Management Strategy.	Y	A Section 68 (LG Act) application to install an on-site sewerage management system (AWTS) in accordance with GISC's On-Site Sewage Management Strategy and applicable Australian Standards has been lodged in conjunction with this application.
Development on bushfire prone land must meet the relevant requirements of the Rural Fire Service and Planning for Bushfire Protection 2019.	Y	A bushfire report has been prepared in accordance with the NSW RFS publication 'Planning for Bushfire Protection 2019' and submitted with this application demonstrating compliance with this requirement.
Development on waterfront land requires a Controlled Activity Approval and will be referred to the NSW Office of Water.	N/A	
<b>4.5 Vehicular Access Requirements</b>		

## Glen Innes Severn Council

## Development Assessment Report DA 50/24-25

Access to a development shall be located having regard to its potential impact on the landscape and native vegetation and shall be unobtrusive and sympathetic to the existing landform and neighbouring development.	Y	An existing vehicular access point is proposed to be utilised as part of this proposal. This position has been supported by Council's Engineering Department.
All development is required to have coincidental legal and physical access from a public road to the development site. Council may require evidence from a registered surveyor that this is the case.	Y	Physical access to the site already exists to the satisfaction of Council.
Where a part of any access is via an unformed Crown road, the road may first require dedication as a Council public road, and then construction to an appropriate standard once Council approval has been gained for the work.	N/A	
Road and drainage designs may need to be submitted to Council at the applicant's expense prior to approval of any roadworks within a Council public road reserve.	N/A	
The developer will be responsible for construction or upgrading of any vehicle access in accordance with Council standards	Y	Appropriate conditions of consent have been included.
<b>4.6 Environmental Considerations</b>		
Development shall not be carried out on slopes >20%. If this is unavoidable, Council may require a geotechnical assessment.	Y	The land on which the dwelling house is proposed does not exceed 20% slope.
Applications to clear native vegetation are to identify the area and number of trees to be cleared.	N/A	
Development likely to have a significant impact on threatened species, populations or ecological communities, or their habitats must include an ecological assessment, a preliminary Vegetation Management Plan and compensatory planting in accordance with Table 4.1.	N/A	
Riparian lands in a subdivision are to be stabilised and revegetated according to stream order and buffer category. Water courses classified as stream order 3 or greater (Strahler method) require a riparian buffer of at least 40m.	N/A	
Roads are to be located outside riparian buffer areas where possible. Where roads traverse the riparian buffer area, the road design is to minimise the area of disturbance and demonstrate minimal impact on the riparian function and integrity.	N/A	
Driveway/roadway crossings/other infrastructure located over waterways are to	N/A	



Glen Innes Severn Council

Development Assessment Report DA 50/24-25

have regard to the requirements for fish passage in accordance with relevant NSW State Government requirements under the <i>Fisheries Management Act 1994</i> .		
<b>4.7 Flooding</b>		
In low-lying areas a flood study may be required to determine appropriate floor levels for habitable structures. Waterway crossings on any access roadways should be designed to permit two-wheel drive access from a public road to the residence during a critical one (1) in 100 year storm event.	N/A	
<b>4.8 Land Use Buffers</b>		
Buffers from development to rural land uses are to be established in accordance with the NSW DPI Land Use Conflict Risk Assessment Guide.	N/A	
Where a proposed dwelling or tourist accommodation will adjoin an agricultural enterprise a minimum 100m separation is required. Where this cannot be achieved Council will consider the use of vegetative buffers on the development site.	Y	An appropriate buffer exceeding 100m is provided for in this proposal.
Any new residence should be a minimum 2km from any active or proposed wind turbine unless suitable measures are taken in the design and construction of the dwelling to ameliorate noise or other impacts.	N/A	
<b>4.10 Services</b>		
Any structures associated with provision of electricity and telecommunications shall be sited to have minimal environmental impact including vegetation removal and visual impact.	Y	Proposal complies. The proposed dwelling will be connected to mains power. There will be no unacceptable impacts arising from the required connection.
Applications must demonstrate the method of power supply.		
Council supports the use of solar energy.		A solar system is proposed to be installed under the exempt provisions of SEPP (Transport & Infrastructure) 2021.
Where generators are proposed, controls will be placed on hours of operation and levels of noise emission with regard to neighbouring development and the environment.		
<b>4.11 Farm Dams</b>		
NSW Office of Water regulates and licenses farm dams. Dams that do not need a licence or development consent are: dams that capture up to 10% of runoff; dams up to one megalitre on small properties.	N/A	

Page 12 of 26

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

**Chapter 7 Access and Parking**

<b>Chapter 7 Access and Parking Section</b>	<b>Complies? Y/N</b>	<b>Comment</b>
<b>7.4 Access and Traffic Generation</b>		
For significant developments Council may require a Traffic Impact Assessment.	Y	Proposal is minor and will not negatively impact the road network.
<b>7.5 Vehicular Crossover and Driveway Width</b>		
Crossings shall generally be constructed from concrete.	Y	As a piped culvert rural driveway crossover exists, an application under Section 138 of the Roads Act for a driveway crossing is not required.
A Road Opening Application Form is to be lodged and a Road Opening Permit received prior to any works in a public road reservation.	N/A	
Internal driveways and crossovers for multi dwelling housing shall be 5.5m wide. If justified in an assessment, 4.5m may be acceptable.	N/A	
Existing surplus vehicular crossings will be required to be removed and the area restored prior to occupation or use of the development.	N/A	
<b>7.6 Parking Controls</b>		
Car parking spaces are to be provided on the same lot as the proposed development. Multi-lot land holdings may require consolidation to comply.	Y	Parking provided on site.
Additional parking spaces shall comply with this chapter and Table 7.1. 2 spaces are required for the development.	Y	2 car parking spaces are provided.

The proposed development satisfies the relevant provisions of the DCP and can be supported in that context.

**2.4. Section 4.15(1)(a)(iiia) – Any Planning Agreement**

There are no planning agreements in place that apply to this development.

**2.5. Section 4.15(1)(a)(iv) – The Regulations**

Clauses 61 to 64 of the Environmental Planning and Assessment Regulations 2021 contain prescribed matters that the authority must consider.

<b>Matters Prescribed by the Regulations</b>	<b>Applicable? Y/N</b>	<b>Comment</b>
Clause 61(1) Demolition	N/A	
Clause 62 Fire Safety	N/A	
Clause 63 Temporary Structures	N/A	
Clause 64 Buildings to be Upgraded	N/A	

**2.6. Section 4.15(1)(b) – Likely Impacts****2.6.1. Impacts on the Natural Environment**

The proposed development will not result in any unacceptable environmental impacts. The dwelling house has been appropriately designed and situated in the context of the local ecology, the bushfire prone nature of the locality, and the topography of the site. There will be no negative visual impacts arising as a result of this proposal.

**2.6.2. Impacts on the Built Environment**

The proposed development is minor in scale and will not create any unacceptable impacts on the built environment. The dwelling house has been situated with extensive boundary setbacks, with no vegetation needing to be removed. Moreover, there will be no impacts on adjoining properties in terms of overshadowing, bulk and scale.

**2.6.3. Social and Economic Impacts**

No negative social or economic impacts have been identified in the assessment of this application.

**2.6.4. Other impacts**

No other impacts are anticipated.

**2.7. Section 4.15(1)(c) – The Suitability of the Site for the Development**

Given the assessment above, with no unacceptable impacts being identified, it is submitted that the site is considered suitable for the proposed development.

**2.8. Section 4.15(1)(d) – Submissions**

The Development Application was not required to be notified or advertised under the provisions of Chapter 2 of Glen Innes Severn Development Control Plan 2014.

**2.9. Section 4.15(1)(e) – The Public Interest**

The application satisfactorily addresses Council's planning controls and would provide a development outcome that would, on balance, result in a positive impact for the community. Approval of the proposal is considered to be in the public interest.

**3. Other Statutory Considerations**

Part 7 Section 1.7 of the *Biodiversity Conservation Act 2016* and Part 7A of the *Fisheries Management Act 1994* provide that these Acts must be considered in the assessment of a development.

**3.1. Environmental Planning and Assessment Act 1979 Section 4.14**

Section 4.14 of the Environmental Planning and Assessment Act 1979 states the following:

*(1) Development consent cannot be granted for the carrying out of development for any purpose (other than a subdivision of land that could lawfully be used for residential or rural residential purposes or development for a special fire protection purpose) on bush fire prone land (being land for the time being recorded as bush fire prone land on a relevant map certified under section 10.3(2)) unless the consent authority—*

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

*(a) is satisfied that the development conforms to the specifications and requirements of the version (as prescribed by the regulations) of the document entitled Planning for Bush Fire Protection prepared by the NSW Rural Fire Service in co-operation with the Department (or, if another document is prescribed by the regulations for the purposes of this paragraph, that document) that are relevant to the development (the relevant specifications and requirements), or*

*(b) has been provided with a certificate by a person who is recognised by the NSW Rural Fire Service as a qualified consultant in bush fire risk assessment stating that the development conforms to the relevant specifications and requirements.*

The site is mapped as Bushfire Vegetation Category 2, and the development application included a Bushfire Self-Assessment prepared by the applicant.

The Bushfire Attack Level (BAL) rating was determined to be BAL LOW. As a 50m Asset Protection Zone can be provided around the proposed dwelling house, no additional Bush Fire Protection Measures (BPM) are applicable in accordance with *NSW RFS Planning for Bush Fire Protection 2019 Section 7.9 – Grassland Deeming Provisions*.

Conditions of consent are recommended in Schedule 1 to ensure the development complies with the requirements of Planning for Bush Fire Protection 2019.

### **3.2. Biodiversity Conservation Act 2016**

The site is not identified on the Biodiversity Values Map (BVM) as being land with high biodiversity value, as defined by the Biodiversity Conservation Regulation 2017. An assessment provided by the applicant demonstrates the site is not likely to have a significant impact on threatened ecological communities, species, or their habitats.

The development would therefore not be considered to result in adverse impacts on biodiversity and is consistent with the provisions of the *Biodiversity Conservation Act 2016*.

### **3.3. Fisheries Management Act 1994**

The development will not impact on the threatened marine species conservation.

## **4. Council Strategies and Policies**

The following table details the applicability of current GISC strategies and policies to the development application. Detailed discussion of the applicable strategies/policies follows.

<b>GISC Strategy/Policy</b>	<b>Applicable? Y/N</b>
Asbestos Policy	N
Availability Charges for Water Services and Sewerage Policy	N
Building Over Sewers Policy	N
Conflicts of Interest Policy (Council Related Development)	Y
Development Service Plan – Glen Innes and Deepwater Water and Sewerage	N
Local Approvals Policy	N
Local Strategic Planning Statement	N
Mains Extension Policy	N
On-Site Sewerage Management Strategy	Y
Planning Services – Lane Widening Policy	N
Property Access – Vehicle Crossings Policy	N

Page 15 of 26

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

Policy on Easements	N
S94 Development Contributions Plan	Y

#### 4.1. Conflicts of Interest Policy (Council Related Development)

This policy applies as the applicant for this development is the current Director of Place and Growth, lodged at a time when they were a town planning consultant, under their former town planning business.

Under Appendix A of the policy, the development is best categorised as:

<b>Development applications:</b> Where Manex members, Place and Growth and Infrastructure Services staff are involved in a development assessment process and are applicants and / or owners (non-residential development).	<ul style="list-style-type: none"> <li>Where development does not exceed \$60,000:             <ul style="list-style-type: none"> <li>Assessed by an independent qualified member of the Place and Growth directorate.</li> </ul> </li> <li>Where development exceeds \$60,000:             <ul style="list-style-type: none"> <li>Assessed by a suitably qualified Town Planner independent of Council.</li> </ul> </li> </ul> <p>Engineering assessments may be carried out by an independent qualified staff member in both cases.</p>	<ul style="list-style-type: none"> <li>Determination by a meeting of Council.</li> </ul>
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Due to the value of the development exceeding \$60,000, the assessment of the application has been conducted by an external independent town planning consultant, with determination being required to be executed by a meeting of Council. In accordance with the policy.

Section 5 of the Conflicts of Interest Policy sets out roles and responsibilities. The responsibility of assessing officers are;

*Ensure that all processes undertaken during the assessment of any development application are in accordance with Council's policies, procedures and legislative requirements.*

*Must not give any special, preferential treatment or discriminate against any applicant.*

*Assess and determine Council-related development applications in accordance with the assessment and determination criteria outlined in Appendix A to this policy.*

The assessing officer declares that all processes undertaken during the assessment of the application are in accordance with Council's policies, procedures and legislative requirements. No special or preferential treatment has been given, nor has the applicant been discriminated against.

#### 4.2. Local Strategic Planning Statement

The proposed development is consistent with Planning Priority 4 to deliver a variety of housing options in Glen Innes and promote development that contributes to the unique character of Glen Innes and its surrounding villages.

#### 4.3. On-Site Sewerage Management Strategy

The applicant will be required to lodge a Section 68 application to install an OSSM system in accordance with Council policy.

#### 4.4. S94 Development Contributions Plan

Development contributions are not applicable for single dwelling houses.

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

5. Administrative Matters

Item	Checked? Y/N	Comment
File History	Y	
Deposited Plan & 88B	Y	
Ownership	Y	
Intramaps	Y	
Notification Requirements	N/A	Not required
Site Inspection Completed	Y	Date: 21/03/2025
Section 68 Application Required	Y	Not yet lodged
Construction Certificate Required	Y	Not yet lodged

## Schedule 1 – Conditions of Consent

### Administrative Conditions

1. Development consent is granted only to carrying out the development described in detail below:

- **Erection of a Single Storey Dwelling House**

The proposed development being carried out strictly in accordance with the details set out on the application form and any other information submitted with the application.

**Note:** Any proposal to modify the terms or conditions of this consent, whilst still maintaining substantially the same development to that approved, will require the submission of a formal application under Section 4.55 of the *Environmental Planning and Assessment Act 1979* for Council's consideration. If amendments to the design result in the development not remaining substantially the same as that approved by this consent, a new development Application will have to be submitted to Council.

Reason: To ensure compliance with the development consent.

2. The development is to be implemented in accordance with the plans set out in the following table except where modified by any conditions of this consent (Development Consent No. DA 50/24-25).

**Plans Prepared by:** D&C Projects **Job No.:** 21101

Plan/Supporting Document(s)	Drawing No.	Revision	Dated
Cover Sheet	WD 1	8	06/01/2025
Location Plan, Site Plan	WD 2	8	06/01/2025
Floor Plan	WD 3	8	06/01/2025
BASIX Details	WD 4	8	06/01/2025
Slab Setout Plan	WD 5	8	06/01/2025
Reflected Ceiling Plan	WD 6	8	06/01/2025
Elevations	WD 7	8	06/01/2025
Elevations	WD 8	8	06/01/2025
Sections	WD 9	8	06/01/2025
Water Proofing Detail	WD 10	8	06/01/2025

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

BASIX Certificate	1763675S_0 2	-	06/01/2025
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Plans Prepared by: RuralPlan Job No.: Kamphorst

Plan/Supporting Document(s)	Drawing No.	Revision	Dated
Waste Management Plan	-	-	December 2024

In the event of any inconsistency between conditions of this development consent and the plans referred to above, the conditions of this development consent prevail. The approved plans and supporting documents endorsed with the Council stamp and authorised signature must be kept on site at all times while work is being undertaken.

Reason: To ensure compliance with the development consent.

#### Development Generally (under the Environmental Planning and Assessment Regulation 2021)

3. All work must be carried out in accordance with the requirements of the Building Code of Australia.  
Reason: To comply with the provisions of Clause 69(1) of the Environmental Planning and Assessment Regulation 2021.
4. In the case of residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, that such a contract of insurance is in force before any building work authorised to be carried out by the consent commences.  
Reason: To comply with the provisions of Clause 69(2) of the Environmental Planning and Assessment Regulation 2021.
5. A sign must be erected in a prominent position on any site on which building work, subdivision work or demolition work is being carried out, such sign is to be maintained while the work is being carried out but must be removed when the work has been completed. The sign must include the following:
  - Showing the name, address and telephone number of the principal certifier for the work, and
  - Showing the name of the principal contractor (if any) for any building work and a telephone number on which that person may be contacted outside working hours, and
  - Stating that unauthorised entry to the work site is prohibited.Reason: To comply with the provisions of Clause 70 of the Environmental Planning and Assessment Regulation 2021.
6. Residential building work must not be carried out unless the principal certifying authority for the development to which the work relates (not being the council) has given the council written



Glen Innes Severn Council

Development Assessment Report DA 50/24-25

notice.

Reason: To comply with the provisions of Clause 71 the Environmental Planning and Assessment Regulation 2021.

7. Under clause 75 of the *Environmental Planning and Assessment Regulation 2021*, it is a condition of this development consent that all the commitments listed in each relevant BASIX Certificate for the development are fulfilled.

Reason: To comply with Environmental Planning and Assessment Regulation 2021.

8. The proposed development is to be carried out strictly in accordance with the details set out on the application form and any other information submitted with the application.

**Note:** Any proposal to modify the terms or conditions of this consent, whilst still maintaining substantially the same development to that approved, will require the submission of a formal application under Section 4.55 of the *Environmental Planning and Assessment Act 1979* for Council's consideration. If amendments to the design result in the development not remaining substantially the same as that approved by this consent, a new development Application will have to be submitted to Council.

Reason: To confirm and clarify the terms of Council's approval.

9. The all-weather vehicle access from Emmaville Road to the proposed dwelling is to be kept in a maintained condition at all times, suitable for traffic by two-wheel drive vehicles, at the full cost of the applicant or future owners of the proposed dwelling.

Reason: To ensure that continued access is available to service and emergency vehicles.

10. Finished floor levels must be adequate to allow overflow relief gully compliance with AS3500 and *Plumbing and Drainage Code of practice*. The overflow relief gully must protrude a minimum of 75mm above ground level to prevent stormwater ingress. It must also be a minimum 150mm below finished floor level to ensure sewage remains outside the dwelling in the event of a blocked main.

Reason: To comply with AS3500 and enable sewerage surcharge outside the building in case of a blockage in the sewer main.

11. Finished ground levels are to slope away from the building at a minimum rate of 50mm in the first 1m from the building.

Surface water must be prevented from entering neighbouring properties or escaping across the footpath (where applicable). This may be achieved by the use of landscaping, grated drains and sumps or other means to the satisfaction of Council.

Reason: To keep water clear of building foundations and comply with the Environmental Planning and Assessment Act 1979 and Regulations.

12. All roof water is to be diverted away from the building upon installation of a roof covering such that water does not impact any building footing systems or enter neighbouring properties. Compliance can be achieved via a piped system installed to the satisfaction of Council.

Reason: To satisfy National Construction Code Performance Provision P2.2.1 which states that 'surface water resulting from a storm having a recurrence interval of 100 years must not enter a building', to satisfy the design requirements of AS 3500.3 Part 3 – 2015: *Stormwater Drainage and to*

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

*satisfy the requirements of the Local Government Act 1993.*

13. On properties not serviced by Council mains, all downpipes connected to a rainwater collection tank for potable water are to be fitted with an Australian Standard compliant 'First Flush Device', and all stormwater drainage lines and rainwater tank overflows are to be directed away from any on-site sewage management system (OSSM) land application area.

*Reason: To ensure optimal efficiency for on-site sewage management systems, to comply with the requirements of AS 3500 and to minimize the effect of dust in the drinking water.*

14. Damage caused to Council infrastructure as a result of the building activities shall be rectified by the applicant at their full expense.

The adjustment of any existing utility services or installation of new services is to be at the full cost of the developer.

*Reason: To ensure infrastructure is not damaged as a result of the development and because the nature of the proposed development may have an impact on the operation of the utility services.*

15. All building materials, painting or other external finishes are required be of natural tones with low reflective quality, or such other treatment as may be appropriate to ensure that the buildings are not intrusive in the residential setting.

*Reason: To maintain the amenity of the surrounding area and to comply with the Glen Innes Severn Development Control Plan 2014.*

#### General Conditions for Bushfire Pone Land

16. Proposed dwelling shall comply with Table 7.4a (**BAL LOW**) from and 'Planning for Bush Fire Protection 2019' and AS 3959-2018: Construction of Buildings in Bushfire Prone Areas or NASH Standard (1.7.14 updated) 'National Standard Steel Framed Construction in Bushfire Areas – 2014'.

*Reason: To ensure buildings are designed and constructed to withstand the potential impacts of bushfire attack, to minimise the risk of bush fire attack and provide protection for emergency services personnel, residents and other assisting in fire-fighting activities.*

17. At the commencement of building works and in perpetuity the land around the proposed dwelling, for 50m in all directions, shall be managed as an inner protection area (IPA) as outlined within Table 7.4a of 'Planning for Bush Fire Protection 2019'.

**Note:** Establishment of asset protection zones around the proposed dwelling and shed may require the clearing of vegetation. Approvals necessary for the clearing of vegetation should be obtained prior to the establishment of any asset protection zones.

*Reason: To provide sufficient space and maintain reduced fuel loads so as to ensure radiant heat levels of buildings are below critical limits and to prevent direct flame contact with a building.*

18. In recognition that the dwelling may be connected to a gas supply, the following requirements are to be complied with:

- a) Reticulated or bottled gas is to be installed and maintained in accordance with the current Australian Standard AS/NZS 1596: 'The storage and handling of LP gas' and the

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

requirements of relevant authorities. Metal piping is to be used.

- b) All fixed gas cylinders are kept clear of all flammable materials to a distance of 10 metres and be shielded on the hazard side of the installation.
- c) Gas cylinders kept close to the buildings shall have release valves directed away from the building. Connections to and from gas cylinders are to be metal.
- d) Polymer sheathed flexible gas supply lines to gas meters adjacent to buildings are not to be used.

Reason: To locate gas so as not to contribute to the risk of fire to a building.

#### Conditions to be Completed Prior to Issue of a Construction Certificate

- 19. Before the issue of the relevant construction certificate, must be paid to the Long Service Corporation of Council under the Building and Construction industry Long Service Payments Act 1986, section 34, and evidence of the payment is to be provided to Council.

Reason: To ensure the long service levy is paid.

#### Conditions to be Completed Prior to Works Commencing

- 20. No construction work is to commence until a Construction Certificate is issued for the proposed works. The works are to be constructed in accordance with the plans and specifications referred to in the Construction Certificate.

Reason: So that the design of the proposed work may be assessed in detail before construction commences and because it is in the public interest that the development complies with the appropriate construction standards.

- 21. No construction work is to commence until a Principal Certifying Authority (PCA) has been appointed for the proposed works.

Council, in the case of being the Principal Certifying Authority, is to be given 48 hours' notice of any critical stage inspections where applicable as per the issued PCA Agreement.

Reason: To comply with the provisions of the Environmental Planning and Assessment Regulation 2021 and Building and Development Certifiers Regulation 2020.

- 22. All earthworks and the construction or installation of retaining walls or other forms of structural support that do not comply with the exempt development standards under the *State Environmental Planning Policy (Exempt and Complying Development Codes) 2008* require approval prior to any building works on the subject land.

Reason: To comply with the *Building Code of Australia* and the provisions of the *Environmental Planning & Assessment Act 1979*.

- 23. A Section 68 Local Approval must be lodged and approved prior to any plumbing or drainage works on the subject land.

Reason: To comply with the *Local Government Act 1993*.

- 24. For all construction activity within public roads (such as for stormwater, footpaths, kerb and

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

gutter, tree removal etc.), the Applicant is to seek any necessary Council approvals for work in road reserves under the *Roads Act 1993*. The Application must have been approved prior to the issue of a Construction Certificate.

Reason: *To ensure pedestrian and vehicular safety during construction.*

25. Effective and appropriate sediment and erosion control facilities must be installed during the initial stages of construction and maintained throughout the construction period until vegetation has been established over all disturbed areas. These works must be designed and installed in accordance with current industry and regulatory guidelines as well as Council's Erosion and Sediment Control Policy.

**Note:** Failure to take effective action may render the developer liable to prosecution under the *Protection of the Environment Operations Act 1997*.

Reason: *To prevent soil leaving the site and entering the stormwater system and to comply with the requirements of the Protection of the Environmental Operations Act 1997 and protect the amenity of the local environment.*

**These measures shall be maintained throughout the course of construction and until all disturbed areas are restored by turfing, paving or revegetation.**

26. Toilet facilities are to be provided, at or in the vicinity of the work site on which work involved in the erection or demolition of a building is being carried out, at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.

Each toilet provided:

(a) must be a standard flushing toilet, and

(b) must be connected:

- (i) to a public sewer, or
- (ii) if connection to a public sewer is not practicable, to an accredited sewage management facility approved by the Council, or
- (iii) if connection to a public sewer or an accredited sewage management facility is not practicable, to some other sewage management facility approved by the Council.

The provision of toilet facilities in accordance with this clause must be completed before any other work is commenced.

Reason: *To ensure that the development, when constructed, will comply with the Environmental Planning and Assessment Act 1979.*

#### Conditions to be Undertaken During Construction

27. Construction, demolition and associated work shall be carried out only between the times stated as follows: -

Mondays to Fridays	7.00a.m. to 6.00p.m.
Saturdays	8.00a.m. to 1.00p.m.

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

Sundays &amp; Public Holidays

**No construction work to take place.**

Reason: To ensure that the environmental quality of adjoining land is not adversely affected, such as by the generation of excessive noise levels.

28. All building materials, plant and equipment is to be placed on the building site. Building materials, plant and equipment (including water closets), are not to be placed on footpaths, roadways, public reserves etc.

Reason: To ensure pedestrian and vehicular access is not restricted in public places.

29. All vehicles servicing the site are to enter and leave the site in a forward direction.

Reason: to ensure traffic/pedestrian safety is maintained at all times during any construction work at the property.

#### Conditions to be Completed Prior to Occupation

30. Occupation or use of premises for the purposes approved by this consent shall not commence until all conditions of this consent have been complied with and an Occupation Certificate has been applied for and issued.

Reason: To ensure compliance with the provisions of the Environmental Planning and Assessment Act 1979 and Council's terms of consent.

31. Prior to the use of the premises for the purposes approved by this consent and prior to the issue of an Occupation Certificate a satisfactory final inspection report from the Council must be received by the Principal Certifying Authority (PCA) verifying the associated onsite waste water disposal system has been supplied and installed in accordance with the approval under Section 68 of the Local Government Act 1993.

Reason: To ensure the associated onsite wastewater disposal system has been supplied and installed in accordance with the approval prior to occupation.

32. Rural addressing street numbers, as allocated by Council Infrastructure Department, are to be fixed in a prominent position to the property within clear view of the road prior to occupation of the dwelling.

Reason: To ensure the property can be easily identified by the public and any emergency services.

#### Public Notification

##### Reasons for Conditions

Unrestricted consent may affect the environmental amenity of the area and would not be in the public interest.

##### Reasons for Approval

The development satisfies the relevant aims, objectives and provisions of both the *Glen Innes Severn LEP 2012* and *Glen Innes Severn DCP 2014*.

##### Community Consultation

The application was not required to be notified in accordance with *Glen Innes CPP* and Table

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

2.1 of the *Glen Innes Severn DCP* 2014.**Advisory Note**

a) A further application is to be made for any change, enlargement or intensification of the premises or land use, including the display/erection of any new structure such as signage, partition walls or building fit-out (unless the proposed work is exempt from the need for consent under *State Environmental Planning Policy (Codes SEPP) 2008* for exempt development.

b) ***Dial Before You Dig***

Underground assets may exist in the area that is subject to your application. In the interests of health and safety, and in order to protect damage to third party assets please contact Dial before you dig at [www.1100.com.au](http://www.1100.com.au) or telephone on 1100 before excavating or erecting structures. (This is the law in NSW). If alterations are required to the configuration, size, form or design of the development upon contacting the Dial before you dig service, an amendment to the development consent (or a new development application) may be necessary. Individuals owe asset owners a duty of care that must be observed when working in the vicinity of plant or assets. It is the individual's responsibility to anticipate and request the nominal location of plant or assets on the relevant property via contacting the Dial before you dig service in advance of any construction or planning activities.

c) ***Telecommunications Act 1997 (Commonwealth)***

Telstra (and its authorised contractors) are the only companies that are permitted to conduct works on Telstra's network and assets. Any person interfering with a facility or installation owned by Telstra is committing an offence under the *Criminal Code Act 1995* (Cth) and is liable for prosecution. Furthermore, damage to Telstra's infrastructure may result in interruption to the provision of essential services and significant costs. If you are aware of any works or proposed works which may affect or impact on Telstra's assets in any way, you are required to contact: Telstra's Network Integrity Team on Phone Number 1800 810 443.

**Other Approvals**

*Local Government Act 1993* Approvals granted under Section 78A(5)

Nil

Integrated General Terms of Approvals as part of the consent.

Nil

**Right of Review**

In accordance with the provisions of Section 8.2 of the *Environmental Planning and Assessment Act 1979*, an Applicant may request Council to review the determination that has been made in respect of a development application other than:

a) a determination to issue or refuse to issue a complying development certificate, or

Glen Innes Severn Council

Development Assessment Report DA 50/24-25

- b) a determination in respect of designated development, or
- c) a determination in respect of integrated development, or
- d) a determination made by the council under Division 4 in respect of an application by the Crown.

In requesting a review, the Applicant may make amendments to the development described in the original application, provided that the development, as amended, is substantially the same development as the development described in the original application.

Any request for review of the determination under the provisions of Section 8.2 of the *Environmental Planning and Assessment Act 1979* would need to be made within 6 months after the date on which the Applicant received the Council's Notice of determination of the development application because the Council has no power to conduct a review after that time. The prescribed fee must be paid in connection with an application for a review.

#### Right of Appeal

If you are dissatisfied with this decision (including a determination on a review under Section 8.2), Section 8.7 of the *Environmental Planning and Assessment Act 1979* gives you the right to appeal to the Land and Environment Court within 6 months:

- a) after the date on which you receive this notice, or
- b) the date on which that application is taken to have been determined

The *Environmental Planning & Assessment Act 1979*, does not give a right of appeal to an objector who is dissatisfied with the determination of the Council to grant consent to a development application, unless the application is for designated development (including designated development that is integrated development) either unconditionally or subject to conditions, the objector may, within twenty eight (28) days after the date on which the notice of the determination was given in accordance with the regulations, and in accordance with rules of court, appeal to the Court.

- END OF CONDITIONS -

# PLAN OF MANAGEMENT



## Lex Ritchie Park



## Table of Contents

Document Control/Authorisation.....	3
<b>PART 1 .....</b>	<b>4</b>
<b>INTRODUCTION .....</b>	<b>4</b>
<b>2. KEY INFORMATION .....</b>	<b>4</b>
2.1 Core Objectives.....	4
2.2 Corporate Objectives.....	4
2.3 Land to which this Plan applies .....	5
2.4 Owner of the Land.....	5
<b>3. RELEVANT LEGISLATION POLICIES AND PROCEDURES .....</b>	<b>7</b>
3.1 Local Government Act 1993 .....	7
3.2 Crown Land Management Act 2016.....	8
3.3 Other Relevant Legislation and Statutory Controls.....	8
3.4 Land Comprising Habitat of Threatened or Endangered Species .....	9
3.5 Land Comprising Significant Natural Features .....	9
3.6 Aboriginal Cultural Significance.....	9
3.7 Non-indigenous Cultural Significance.....	9
3.8 Reclassification .....	9
3.9 Review of this Plan .....	10
3.10 Community Consultation.....	10
3.11 Use .....	10
<b>4. DEVELOPMENT AND MAINTENANCE.....</b>	<b>11</b>
4.1 Maintenance .....	11
4.2 Previous Development .....	11
4.3 Future Development .....	12
<b>5. POM ADMINISTRATION AND MANAGEMENT .....</b>	<b>13</b>
<b>PART 2 .....</b>	<b>14</b>
<b>1. KEY ISSUES .....</b>	<b>14</b>
1.1 Park Distribution.....	14
1.2 Park Development .....	14
1.3 Equity in Access .....	14
<b>2. DEVELOPMENT AND USE.....</b>	<b>14</b>
2.1 Infrastructure and Facilities.....	14
2.2 Permitted and Prohibited Activities .....	15
2.3 Special Events or Uses .....	15
2.4 Signage .....	15
2.5 Dogs .....	15
2.6 Parking.....	16
<b>3. MANAGEMENT FRAMEWORK FOR RESERVES CATEGORISED AS PARK .....</b>	<b>16</b>

**Document Control/Authorisation**

<b>Responsible Officer:</b>		Property Officer			
<b>Reviewed By:</b>		Manager Asset Services			
<b>Review Due Date:</b>		April 2029			
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	24/04/2025	nn.nn/nn	Classification of land as "Park". Document written to comply with relevant legislation.	Property Officer / Manager Asset Services	Council
	21/09/2021	31.09/21		MROS	Council

## PART 1

### INTRODUCTION AND GENERAL INFORMATION

#### 1. INTRODUCTION

A Plan of Management (POM) for Lex Ritchie Park provides a framework for the management and development of public land. It establishes directions for planning, resource management and maintenance.

The *Local Government Act 1993* requires Council to have a POM in place for all public land that is classified as 'community land'. This is to ensure that the operation and development of these community resources is guided by a framework that is considered by the community and formally adopted by the Council.

#### 2. KEY INFORMATION

##### 2.1 Core Objectives

###### Land Category

Lex Ritchie Park is categorised as 'Park' under Section 36(4) of the *Local Government Act 1993*. The core objectives for the management of community land categorised at Park (Section 36G) are:

- (a) to encourage, promote and facilitate recreational, cultural, social and educational pastimes and activities, and
- (b) to provide for passive recreational activities or pastimes and for the casual playing of games, and
- (c) to improve the land in such a way as to promote and facilitate its use to achieve the other core objectives for its management.

##### 2.2 Corporate Objectives

Glen Innes Severn Council, in consultation with the community, has developed the following objectives to identify the priorities and aspirations of the community and the delivery of a vision for the future.

The objectives identified the following vision for the Local Government area:-

- A welcoming and Healthy Community;
- A Prosperous Local Economy;
- Fit for Purpose Public Infrastructure;
- An Appealing Sense of Place; and
- Open and Collaborative Leadership.

### Other plans and strategies

A range of other Council plans and strategies are relevant to the management of the 'Community' land subject to this plan of management. These have been used to inform the directions within this POM.

Other plans and strategies relevant to the plan of management include:-

- Northern New England High Country Regional Economic Development Strategy 2018 – 2022;
- Cultural Plan 2017 – 2021;
- Economic Development Strategy 2020 – 2040;
- Community Participation Plan;
- Pedestrian Access and Mobility Plan (PAMP) 2017;
- New England North West Regional Plan 2036; and
- Future plans and strategies, which are under development, may also apply to land subject to this Plan of Management, and these should be considered as applicable in conjunction with this document.

### 2.3 Land to which this land Applies

The land concerned for Lex Ritchie Park in this POM is part of Lot 492 DP 753282 and is shown in the black hatching on the diagram referred to as Figure 1.

It is gazetted as Part Reserve Number 38614, for Community Purposes as printed in the Government Gazette No 102 on 6 September 2019, with Council appointed as the Crown Land Manager of this reserve.

### 2.4 Owner of the Land

Lex Ritchie Park is the land referred to in this document as Part of Lot 492 DP753282, Plan of Management for Part of Reserve No 38614 (Racecourse).

The land is owned by the State of New South Wales and managed by Glen Innes Severn Council as Crown Land Manager under the *Crown Land Management Act 2016*. There are no known restrictions on this land.



**Figure 1 Location of Lex Ritchie Park**

### 3. RELEVANT LEGISLATION, POLICIES AND PROCEDURES

#### 3.1 Local Government Act 1993

The *Local Government Act 1993* (LG Act) require Councils to prepare POMs for all land classified as 'community land'.

All public land is required to be classified as either 'community land' or 'operational land'. Community land includes Council owned land classified as community land and certain crown reserves which are open to the public and which Glen Innes Severn Council is the Crown Land Manager.

Community land would ordinarily comprise of land such as a public park whereas operational land would ordinarily comprise land held as a temporary asset or as an investment, land which facilitates the carrying out by a Council of its functions or land which may not be open to the general public such as a works depot or council garage.

The LG Act requires that community land also be categorised into one (1) or more of the following categories:-

- Natural area;
- Sports ground;
- Park;
- General community use;
- An area of Cultural Significance; and/or
- A land parcel might also contain a Significant Natural Feature.

A natural area is further categorised as:-

- Bushland;
- Wetland;
- Escarpment;
- Watercourse;
- Foreshore; or
- A category prescribed by the regulations.

Plans of Management:-

- Are written by Council in consultation with the community;
- For land owned by the Crown, must be endorsed by the Minister for Crown Lands;
- Identify the important features of the land (e.g., natural significance, sportsground);
- Clarify how council will manage the land; and
- Indicate how the land may be used or developed (such as leasing).

This POM has been prepared in accordance with the *LG Act* categorising the land as Park. It is consistent with the requirements of the *Crown Land Management Act 2016*.

### 3.2 Crown Land Management Act 2016.

Section 3.23(6) of the *Crown Land Management Act 2016* requires Council managers to adopt a POM for any Crown reserve for which it is the appointed Crown Land Manager and that is classified as ‘community land’ under the *LG Act 1993*.

These POMs must be prepared and adopted in accordance with the provisions of Division 2 of Part 2 of Chapter 6 of the *LG Act 1993*.

### 3.3 Other Relevant Legislation and Statutory Controls

#### Glen Innes Severn Local Environmental Plan (LEP) 2012

#### Zone RE1 Public Recreation

##### Objectives of Zone:

- To enable land to be used for public open space or recreational purposes;
- To provide a range of recreational settings and activities and compatible land users; and
- To protect and enhance the natural environment for recreational purposes.

##### Permitted Without Consent

Environmental facilities, Environmental protection works, flood mitigation work and roads.

##### Permitted With Consent

Aquaculture, boat launching ramps, boat sheds, building identification signs, business identification signs, cemeteries, community facilities, extensive agriculture, information and education facilities, jetties, kiosks, markers, moorings and Public administration buildings.

##### Recreational Areas

Recreational facilities (indoor), recreation activities (major), recreation facilities (outdoor), take away food and drink premises, water recreation structures, water supply systems and wharf or boating facilities.

**Recreation areas** means a place used for outdoor recreation that is normally open to the public and includes:-

- (a) A children’s playground; or
- (b) An area used for community sporting activities; or
- (c) A public park, reserve or garden or the like; and
- (d) Any ancillary buildings but does not include a recreation facility (indoor), recreational facility (major) or recreation facility(outdoor).

Other relevant legislation, plans and policies that guide the management of community land that must be considered in any development of a POM include but are not limited to:-

- The Local Government (General) Regulation 2005;
- *Environmental Planning and Assessment Act 1979*, including State Environmental Planning Policies and Regional Planning Policies;
- *Native Vegetation Act 2003*;
- *Biosecurity Act 2015*;
- *Rural Fires Act 1997*;
- *National Parks and Wildlife Act 1974*;
- *Federal Environment Protection and Biodiversity Conservation Act 1999*;
- *Threatened Species Conservation Act 1995*;
- *Fisheries Management Act 1994*;
- *Water Management Act 2000*;
- *Protection of the Environment Operations Act 1997*;
- *Soil Conservation Act 1938*; and
- *Companion Animals Act 1998*.

### **3.4 Land Comprising Habitat of Threatened or Endangered Species**

There is no threatened or endangered special located on the land as determined under the LG Act 1993 division 2 Use and Management of Community Land Sections 36A and 36B.

### **3.5 Land Comprising Significant Natural Features**

There are at present, no specific POMs for land declared by Council of significant natural features.

### **3.6 Aboriginal Cultural Significance**

A search of the Office of the Environment and Heritage AHIMS Web Services (Aboriginal Heritage Information Management System) completed on 24 October 2024 has shown that there are no Aboriginal sites recorded in or near the above location and no Aboriginal places have been declared in or near the above location.

### **3.7 Non-Indigenous Cultural Significance**

There are no indications of any non-indigenous significance for this area.

### **3.8 Reclassification**

There is no need to reclassify this area of land, as it is already classified as community land.



### **3.9 Review of the Plan**

Review of this POM will be 10 years from the date of adoption.

### **3.10 Community Consultation**

After the Minister has endorsed this POM, the document will be presented in a report for formal adoption by Council after a 28-day public exhibition period. During the time of exhibition period, the document will be able to be viewed at the two (2) council offices, the Library Learning Centre, Post Offices at Deepwater, Glencoe and Emmaville. A copy will also be available on Council's website for members of the community to review and provide their feedback on.

### **3.11 Use**

#### **Existing Site Condition**

The existing condition of Lex Ritchie Park is considered to be good.

The entry road and parking areas are generally in good condition, with two picnic style tables and one refuse bin on the site and in near new condition.

Likewise, the main site attraction, like the wind blade, is also in good condition enabling close contact between this interesting attraction and the general public.

Surrounding the wind blade and parking areas is maintained grass. These areas are regularly mowed and in generally good condition, though this can vary due to seasonal conditions. The park as also been improved with landscaping and trees that are regularly monitored for health and safety.

#### **Existing Site Use**

Lex Ritchie Park is available for use by the public at any time, with visitors generally attracted throughout the day. This predominantly includes those interested in the wind blade/or stopping for rest purposes. The scale and intensity of use is relatively low and only moderate increases in use are envisaged through the life of this Plan of Management.

## 4. DEVELOPMENT AND MAINTENANCE

### 4.1 Maintenance

The area known as Lex Ritchie Park will be maintained by carrying out the duties of mowing and litter removal. Cleaning of shelters on a weekly basis. Weed control is carried out bi-monthly. Carparking areas will be assessed on an annual basis. The blade installed at the park will also be inspected on a regular basis and maintained as necessary.

The area will be included in the monthly reserve inspection regime. There will be the ongoing responsibility of inspecting the shelter and signage conditions under the control of asset management on this parcel of land. There are established native plantings that will be retained as part of the landscaping of the land.

### 4.2 Previous Development

Lex Ritchie Park was named after one of the district's first official tourism officers who was "keenly involved in the bid for the Australian Standing Stones, the formation of the Celtic Festival, the idea behind the formation of Minerama and construction of the Visitor Information Centre, amongst other achievements".

Lex Ritchie was also heavily involved with the Glen Innes Lions Club, the Glen Innes Jockey Club and the Glen Innes Historical Society. Lex was awarded the Order of Australia Medal OAM in 2004.

The Celtic Council of Australia bestowed Lex with its second highest honour, 'Tus enorys Ewn' T En E, a Cornish term meaning, "right honourable person".

Lex was heavily involved with guided tours of the Australian Standing Stones and other areas of interest around the Glen Innes district.

Any future development of Lex Ritchie Park must comply with the management objectives of this POM and Council's Asset Management Plans. Future development may require development consent under the provisions of the *Environmental Planning and Assessment Act 1979*.

Council received a grant from the NSW State Government Stronger Country Communities Round 3. This project installed the 60 metre turbine blade from the White Rock Wind Farm on footings (figure 2) and created a park with a sealed parking and picnic area for locals and visitors to rest, enjoy and get up close and personal with a turbine blade. A viewing platform has been planned but not implemented yet. This area will be the parkland referred to as Lex Ritchie Park. Signage boards have been placed in strategic positions to inform the public of the history and information about wind farming in the area. White Rock assisted with the supply of the information, photos of wind turbines and how it works style of presentation

on the boards. There is also an information board with a map about the Glen Innes Severn Council Local Government Area and its vast attractions and services installed including directional details as well as the significance of the naming of Lex Ritchie Park. The local Rotary Club has installed a picnic shelter.

All development within Lex Ritchie Park will be consistent with the core objectives of the reserve before works are started.

Funding will be sought to construct a walking track from the carpark circling past under the blade and returning to the carpark.



Figure 2 Blade Installation

### 4.3 Future Development

The underlying principles for future development of this site will be guided by the category of Park and will continue to be consistent with the objectives of the reserve.

Currently considered works/activities include:-

- Provision of further public art installation;
- Permanent walking/cycling track to allow closer viewing of the wind blade;
- Permanent and evolving lighting of the wind blade, this may include electrical upgrades;
- Water infrastructure – bubblers for humans and dogs; and
- BBQ infrastructure.

## 5. POM ADMINISTRATION AND MANAGEMENT

Council will be following guidance from the LG Act as in the following table:-

Table 1 sections of the LG Act that set the framework for POMs requirement	Act section
Use and nature of community land must not change prior to the preparation of a plan of management	44
Prepare plans of management for all community land	35, 36(1)
Process for community land not owned by council	37, 39
What a plan of management for council owned land must include	36(3), (4)
A draft must be exhibited prior to adoption and may be re-exhibited if amended prior to adoption	38, 39, 40

This POM for Lex Ritchie Park will require regular review in order to align with community values and changing community needs and to reflect changes in Council priorities. The performance of this POM for Lex Ritchie Park will be reviewed on a regular basis to ensure the land and facilities are well maintained and provide a safe environment for the public.

Strategic reviews of this POM for Lex Ritchie Park will occur at four (4) year intervals. The appendices to this POM may be updated from time to time, reflecting significant changes to the condition of the community land or to reflect changes in legislation. The community will have an opportunity to participate in reviews of the POM as part of the Council community consultation process.



Figure 3 – Blade Installation

## PART 2

### DETAILED INFORMATION REGARDING CATEGORIES OF LAND CATEGORISED AS PARK

#### 1. KEY ISSUES

##### 1.1 Park Distribution

An equitable distribution of local, neighborhood and district parks would be the optimum. In many cases, this is not possible due to topographical and environmental constraints, availability of suitable land, and future acquisition and development costs.

Where there is an identified under-provision within a population catchment, and land is available without constraints, its change of use to a parkland area may be warranted. This area ties in well with the western entry of Glen Innes, availability of the open space and the location of the existing wind farms.

##### 1.2 Park Development

Urban parks have varying degrees of development from semi-natural parkland areas that may just be mown, grassed areas to the more formal developed parks that provide a range of facilities. This park would be a more semi-formal parkland to attract and welcome visitors to stop in Glen Innes.

##### 1.3 Equity in Access

Access in parks by the elderly or by people with disabilities is an issue that needs due consideration. It involves a range of measures that when considered in combination, makes access to a park manageable. Consideration has been given to these factors in the current development of this park and will need to be considered if there are any changes or upgrades to the park in the future.

#### 2. DEVELOPMENT AND USE

##### 2.1 Infrastructure and Facilities

Subject to budgetary constraints, Council may construct or approve construction by others of a variety of facilities on this land. The purpose of any facilities provided shall be to support activities and uses that are consistent with the core objectives for this land category of park.

## 2.2 Permitted and Prohibited Activities

For this land category, this POM for Lex Ritchie Park identifies activities that are permitted without approval, activities that may be permitted with approval, and activities that are prohibited on this land. Individuals and organisations wishing to undertake activities that require approval must obtain written Council approval before commencing that activity.

Any community organisation seeking to plant or revegetate this area of community land categorised as park and currently a mown grassed area, must obtain written consent by Council prior to undertaking the work. Verbal consent from park maintenance staff does not constitute authorisation. The erection of memorial structures may be considered.

Licences will be permitted subject to approval by Council.

Leases are not permitted on this reserve.

## 2.3 Special Events or Uses

Council will give due consideration to applications for the use of specific areas of Lex Ritchie Park for special events or uses. Special uses include activities such as community or commercial classes (e.g. exercise, tai-chi, boot-camp), carnivals and sideshows, market stalls, mobile food vans, etc. Any approvals may be accompanied by conditions. A fee, or bond may apply to ensure any necessary restoration works are undertaken.

## 2.4 Signage

Permanent signage Under S. 632 of the *Local Government Act*, signs may be erected by Council to regulate various activities. Permissible signage includes signs advising the reserve name and/or facilities contained within it, directional signs and traffic signs. Any other signage requires Council approval.

## 2.5 Dogs

Walking a dog is a recognised recreational pastime for many people. However, it is important that this recreational activity does not impinge on the quality of the recreation experience for other users. Dog owners comprise a substantial group of park users and their needs should be recognised together with the needs of other park users that may believe that dogs detract from their enjoyment of the park.

Public parks are a recreation resource and an appropriate balance needs to be established between these two (2) user groups. Lex Ritchie Park will be considered as an 'on leash' area only. Dogs are not permitted to be walked 'off a leash'.



## 2.6 Parking

Area for long vehicle parking has been identified in Greenaway Street and limited long vehicles in Dumaresq Street shoulder adjacent to the park. Onsite parking will be provided, and line marked. However, Council can approve parking on grassed areas in Lex Ritchie Park that are not designated car parking area for special events.

Parking will be approved considering steps to minimise any adverse impacts which may be caused by increased traffic generation or altered traffic characteristics generated by future users of Part Reserve No. 38614.

## 3. MANAGEMENT FRAMEWORK FOR RESERVES CATEGORISED AS PARK

The *Crown Lands Management Act 2016* authorises local councils, appointed to manage dedicated or reserved Crown land (council managers,) to manage that land as if it were public land under the *Local Government Act 1993*.

The management of Lex Ritchie Park will be maintained by mowing, litter removal, and cleaning of shelters that will be carried out on a weekly basis. Weed control is carried out bi-monthly. The blade will also be inspected on a regular basis and maintained as necessary.

Carparking areas will be assessed on an annual basis. Lex Ritchie Park will be included in the monthly reserve inspection regime. Management issues and objectives have been discussed previously in this document.

At present there has been significant planting of native vegetation on this parcel of land and the aim is to maintain and carry out any replacement plantings if or when required to keep this natural vegetation effect.

The following table provides for:

- Objectives and Performance Targets: Refers to the 'core objectives' for the 'park' land category and provides performance targets to measure outcomes (Section 36(3)(b) of the *Local Government Act 1993*).
- Means of achievement of objectives: Refers to options available to undertake actions to meet the objectives (Section 36(3)(c) of the *Local Government Act 1993*).
- Manner of assessment of performance: Refers to the ways that performance or success will be measured (Section 36(3)(d) of the *Local Government Act 1993*)

OBJECTIVES AND PERFORMANCE TARGETS	MEANS OF ACHIEVEMENT OF OBJECTIVES	MANNER OF ASSESSMENT
<p>Core Objectives</p> <p>Performance Targets</p> <ul style="list-style-type: none"> <li>• Make Improvements to Lex Ritchie Park as funding becomes available.</li> </ul>	<p>Where resourcing allows, investigate opportunities to improve existing facilities including:</p> <ul style="list-style-type: none"> <li>• Permanent walking/cycling track to allow closer viewing of the wind blade (potentially including a viewing platform),</li> <li>• Lighting of the wind blade (potentially including electrical upgrades) for night time appreciation;</li> <li>• Provision of public art installations.</li> <li>• Provision of water infrastructure, including drinking bubblers for humans and dogs.</li> <li>• Landscaping improvements, and</li> <li>• BBQ infrastructure for picnic and rest area purposes.</li> </ul>	<p>New Infrastructure is made available where possible and consistent with the park category.</p> <p>New Infrastructure is included within Council's asset and maintenance policies and plans.</p>





## Department of Planning, Housing and Infrastructure

Our ref: DOC25/016671

Mr David Hunt  
Manager of Asset Services  
Glen Innes Severn Shire Council  
PO Box 61  
GLEN INNES NSW 2370  
via email: [dhunt@gisc.nsw.gov.au](mailto:dhunt@gisc.nsw.gov.au)  
cc: [council@gisc.nsw.gov.au](mailto:council@gisc.nsw.gov.au)

26 March 2025

Subject: Glen Innes Severn Shire Council draft Plan of Management – Lex Ritchie Park.  
Approval to progress to public exhibition and Minister's consent to adopt.

Dear Mr Hunt

Thank you for submitting the draft Plan of Management (PoM) for Lex Ritchie Park on 23 January 2025 followed by the updated PoM on 17 March 2025.

I have reviewed the draft PoM and support it being placed on public exhibition.

Council should conduct a final review of the document to ensure all legislation referenced is currently in force, departmental names are up to date, and spelling, grammar and formatting is correct and consistent.

Subject to no changes following public exhibition, as a delegate for the Minister for Lands and Property, I consent to council to adopt the PoM under clause 70B of the Crown Land Management Regulation 2018.

If the PoM is amended after public exhibition (except for minor editorial and formatting changes), council must resubmit the draft PoM for Minister's consent to adopt. With the amended PoM, please provide the following documents:

- a table of PoM amendments or tracked changes.
- summary report of submissions from public exhibition (if any)
- council reports on the proposed adoption (if any)

If there are no amendments to the PoM, please provide a copy of the adopted PoM. All documents must be sent to [council.clm@crowland.nsw.gov.au](mailto:council.clm@crowland.nsw.gov.au).

Please remember, an adopted PoM authorises the lawful use and occupation of Crown land. Council must ensure that any activities planned on the reserve are expressly authorised in the adopted PoM and native title obligations are met.



## Department of Planning, Housing and Infrastructure

If you have any further questions or need assistance, please contact the Reserves Programs Team at [council.clm@crowland.nsw.gov.au](mailto:council.clm@crowland.nsw.gov.au).

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Matthew Hutchens".

Matthew Hutchens

Acting Manager, Reserves Programs

Department of Planning, Housing and Infrastructure – Crown Lands and Public Spaces



# PLAN OF MANAGEMENT

## *LEX RITCHIE PARK*

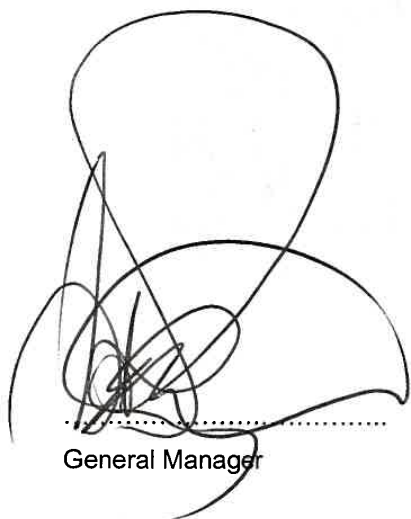
CORNER OF FERGUSON & DUMARESQ STREETS, GLEN INNES



GLEN INNES SEVERN COUNCIL  
PO BOX 61, GLEN INNES NSW 2370  
(02) 6730 2300

**DOCUMENT AUTHORISATION**

<b>RESPONSIBLE OFFICER:</b>	MANAGER OF RECREATION OPEN SPACES (DEVELOPMENT, PLANNING AND REGULATORY SERVICES DIRECTORATE)				
<b>REVIEWED BY:</b>	Council				
<b>DATE ADOPTED:</b>	23 September 2021				
<b>ADOPTED BY:</b>	Glen Innes Severn Council				
<b>RESOLUTION NO:</b>	31.09/21				
<b>REVIEW DUE DATE:</b>	September 2024				
<b>REVISION NUMBER:</b>					
<b>DOCUMENT NUMBER:</b>	LEX RITCHIE PARK:POM:1				
<b>PREVIOUS VERSIONS:</b>	<b>DATE:</b>	<b>RESOLUTION NO:</b>	<b>DESCRIPTION OF AMENDMENTS:</b>	<b>AUTHOR / EDITOR:</b>	<b>REVIEW / SIGN OFF:</b>



General Manager

22/10/21.

Date

## PART 1: INTRODUCTION AND GENERAL INFORMATION

### 1. Introduction

A **Plan of Management (POM)** for Lex Ritchie Park provides a framework for the management and development of public land. It establishes directions for planning, resource management and maintenance.

*The Local Government Act 1993* requires Council to have a POM in place for all public land that is classified 'community land'. This is to ensure that the operation and development of these community resources is guided by a framework that is considered by the community and formally adopted by the Council

### 2. Key information

#### 2.1 Corporate objectives

**Glen Innes Severn Council's** (GISC) vision is to have a vibrant, confident and inclusive community supported by a sustainable and prosperous economy underpinned by a well-maintained road network.

This Plan of Management for Lex Ritchie Park links to Councils Strategic objectives of:

1. Infrastructure management - As a priority, provide adequate infrastructure and facilities for the existing and future population; and
2. Environment and Heritage - Manage the natural values of our local area and conserve our heritage to ensure that it is enjoyed by the community, visitors and future generations.

#### 2.2 Land to which this plan applies

The Land concerned for Lex Ritchie Park in this POM is part of Lot 492 DP 753282 and is shown in the black hatching on the diagram below (Figure 1). It is referred to As Part Reserve No. 38614, with a public purpose of Racecourse as printed in the Government Gazette No.102 6 September 2019. With Council appointed as the Crown Land Manager for this reserve.

#### 2.3 Owner of the Land

Lex Ritchie Park is the land referred to in this document as Part of Lot 492 DP 753282 Plan of Management for Part of Reserve No. 38614 (Racecourse).

The land is owned by the Crown and is managed by GISC as Crown Land Manager under the *Crown Land Management Act 2016*. There are no known restrictions on this land.

Figure 1 Location



### 3. Relevant Legislation, Policies and Procedures

#### 3.1 *Local Government Act 1993*

The *Local Government Act 1993* (LG Act) requires councils to prepare POM's for all land classified as community land.

All public land is required to be classified as either 'community land' or 'operational land'. Community land includes council owned land classified as community land and certain crown reserves which are open to the public and which GISC is the Trust Manager.

Community land would ordinarily comprise land such as a public park whereas operational land would ordinarily comprise land held as a temporary asset or as an investment, land which facilitates the carrying out by a council of its functions or land which may not be open to the general public such as a works depot or council garage.

The *Local Government Act* requires that community land also be categorised into one (1) or more of the following categories:

- Natural Area;
- Sportsground;
- Park;
- General Community Use;
- An Area of Cultural Significance; and
- A land parcel might also contain a Significant Natural Feature.

A Natural area is further categorised as:

- Bushland;
- Wetland;
- Escarpment;
- Watercourse;
- Foreshore; or
- A category prescribed by the regulations.

Plans of Management:

- Are written by council in consultation with the community;
- Identify the important features of the land (e.g. natural significance, sportsground);
- Clarify how council will manage the land; and
- Indicate how the land may be used or developed, such as leasing.

This POM has been prepared in accordance with the *Local Government Act*, using the land categories mentioned. It does not conflict with any requirements of the *Crown Land Management Act 2016*.

### **3.2 Crown Land Management Act 2016**

Section 3.23(6) of the *Crown Land Management Act 2016*. requires Council managers to adopt a POM for any Crown reserve for which it is the appointed Crown land manager, and that is classified as 'community land' under the *Local Government Act 1993*.

These POMs must be prepared and adopted in accordance with the provisions of Division 2 of Part 2 of Chapter 6 of the *Local Government Act 1993*.

### **3.3 Other relevant legislation and statutory controls**

#### **Glen Innes Severn Local Environment Plan (LEP) 2012**

##### Zone RE1 Public Recreation

Objectives of Zone:

- To enable land to be used for public open space or recreational purposes;
- To provide a range of recreational settings and activities and compatible land uses; and
- To protect and enhance the natural environment for recreational purposes.

### **Permitted Without Consent**

Environmental facilities; Environmental protection works; Flood mitigation works; and Roads

### **Permitted with Consent**

Aquaculture; Boat launching ramps; Boat sheds; Building identification signs; Business identification signs; Cemeteries; Community facilities; Extensive agriculture; Information and education facilities; Jetties; Kiosks; Markets; Moorings; and Public administration buildings;

**Recreation areas;** Recreation facilities (indoor); Recreation facilities (major); Recreation facilities (outdoor); Take away food and drink premises; Water recreation structures; Water supply systems; and Wharf or boating facilities

**Recreation areas** means a place used for outdoor recreation that is normally open to the public, and includes—

- (a) a children's playground, or
- (b) an area used for community sporting activities, or
- (c) a public park, reserve or garden or the like, and
- (d) any ancillary buildings but does not include a recreation facility (indoor), recreation facility (major) or recreation facility (outdoor).

Other relevant legislation, plans and policies that guide the management of community land that must be considered in any development of a POM include, but are not limited to:

- *The Local Government (General) Regulation 2005;*
- *Environmental Planning and Assessment Act 1979*, including State Environmental Planning Policies and Regional Planning Policies;
- *Native Vegetation Act 2003;*
- *Biosecurity Act 2015;*
- *Rural Fires Act 1997;*
- *National Parks and Wildlife Act 1974;*
- *Federal Environment Protection and Biodiversity Conservation Act 1999;*
- *Threatened Species Conservation Act 1995;*
- *Fisheries Management Act 1994;*
- *Water Management Act 2000;*
- *Protection of the Environment Operations Act 1997;*
- *Soil Conservation Act 1938; and*
- *Companion Animals Act 1998.*

### **3.4 Land comprising habitat of threatened or endangered species**

There is no threatened or endangered species located on the land as determined under the *Local Government Act* division 2 Use and management of community land sections 36A and 36B.



### **3.5 Land comprising significant natural features**

There are at present no specific POMs for land declared by Council of significant natural features.

### **3.6 Aboriginal cultural significance**

A search of the Office of the Environment and Heritage AHIMS Web Services (Aboriginal Heritage Information Management System) completed on 12 February 2021 has shown that there are no Aboriginal sites recorded in or near the above location and no Aboriginal places have been declared in or near the above location.

### **3.7 Non-indigenous cultural significance**

There are no indications of any non-indigenous significance for this area.

### **3.8 Reclassification**

There is no need to reclassify this area of land as it is already zoned as Recreational Land.

### **3.9 Review of this plan**

Review of this POM will be in line with Councils Delivery Plan Program.

### **3.10 Community consultation**

The document will be presented in a report for formal adoption by Council after a 28-day public exhibition period. During the time of the exhibition period, the document will be able to be viewed at the two (2) Council Offices, the Library Learning Centre, Post Offices at Deepwater, Glencoe and Emmaville. A copy will also be available on Councils Website for members of the community to review and provide their feedback on.

## **4. Development and Maintenance**

### **4.1 Maintenance**

The area known as Lex Ritchie Park will be maintained by carrying out the duties of mowing, litter removal, cleaning of shelters on a weekly basis. Weed control is carried out bi-monthly. Carparking areas will be assessed on an annual basis.

The area will be included in the monthly reserve inspection regime. There will be the ongoing responsibility of inspecting the shelter and signage conditions under the control of asset management on this parcel of land. There are established native plantings that will be retained as part of the landscaping of the land.

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#### 4.2 Development

Any future development of Lex Ritchie Park must comply with the management objectives of this POM and Council's Asset Management Plans. Future development may require development consent under the provisions of the *Environmental Planning and Assessment Act 1979*.

Council has received to date a Grant from the State Government Stronger Country Communities Round 3 of \$94,163. This project installed the 60-metre turbine blade from the White Rock Wind Farm on footings (completed figure 2); and create a park with a viewing platform, sealed parking and picnic area for locals and visitors to rest, enjoy, and get up close and personal with a turbine blade. This area will be the parkland referred to as Lex Ritchie Park.

Future development will be the installation of signage boards placed in strategic positions to inform the public of the history and information about wind farming in the area. It is foreseen that White Rock may assist with the supply of the information, photos of construction of turbines, how it works, style of presentation and the boards. There will also be an information board with a map about the Glen Innes Severn Council Local Government Area and its vast attractions and services installed, including directional details as well as the significance of the naming of Lex Ritchie Park.

Funding will be sought to construct a walking track from the carpark circling past under the blade and returning to the carpark.

Installation of a picnic shelter with seating is being undertaken by the local Rotary Club and consideration will be given to areas for long vehicles to park, with areas already identified as possibilities in Greenaway Street.



Figure 2 Blade Installation

## 5. POM Administration and Management

Council will be following guidance from the *Local Government Act* as in the following table:

Table 1 Sections of the LG Act that set the framework for POMs Requirement	Act section
Use and nature of community land must not change prior to the preparation of a plan of management	44
Prepare plans of management for all community land	35, 36(1)
Process for community land not owned by council	37, 39
What a plan of management for council owned land must include	36(3), (4)
A draft must be exhibited prior to adoption and may be re-exhibited if amended prior to adoption	38, 39, 40

This POM for Lex Ritchie Park will require regular review in order to align with community values and changing community needs and to reflect changes in Council priorities. The performance of this POM for Lex Ritchie Park will be reviewed on a regular basis to ensure the land and facilities are well maintained and provide a safe environment for the public.

Strategic reviews of this POM for Lex Ritchie Park will occur at four (4) year intervals. The Appendices to this POM may be updated from time to time, reflecting significant changes to the condition of the community land or to reflect changes in legislation. The community will have an opportunity to participate in reviews of this POM as part of the Council community consultation process.



Figure 3 Blade Installation

## PART 2: DETAILED INFORMATION RE CATEGORIES OF LAND

### 1. Key Issues

#### 1.1 Park Distribution

An equitable distribution of local, neighbourhood and district parks would be the optimum. In many cases, this is not possible, due to topographical and environmental constraints, availability of suitable land, and future acquisition and development costs. Where there is an identified under-provision within a population catchment, and land is available without constraints, its change of use to a parkland area may be warranted. This area ties in well with the western entry of Glen Innes, availability of the open space and the location of the existing wind farms.

#### 1.2 Park Development

Urban Parks have varying degrees of development from semi-natural parkland areas that may be just mown grassed areas, to the more formal developed parks that provide a range of facilities. This park would be a more semi-formal parkland and to attract and welcome visitors to stop in Glen Innes.

#### 1.3 Equity in Access

Access in parks by the elderly or by the differently-abled is an issue that needs due consideration. It involves a range of measures that when considered in combination, makes access to a park manageable. Consideration has been given to these factors in the current development of this Park and will need to be considered if there are any changes or updates to the Park in the future.

### 2. Development and Use

#### 2.1 Infrastructure and Facilities

Subject to budgetary constraints, Council may construct or approve construction by others of a variety of facilities on this land. The purpose of any facilities provided shall be to support activities and uses that are consistent with the core objectives for this land category being for public recreation.

#### 2.2 Permitted and Prohibited Activities

For this land category, this POM for Lex Ritchie Park identifies activities that are permitted without approval, activities that may be permitted with approval, and activities that are prohibited on this land. Individuals and organisations wishing to undertake activities that require approval must obtain written Council approval before commencing that activity. Any community organisation seeking to plant or revegetate this area of community land categorised as park and currently a mown grassed area, must obtain written consent by Council prior to undertaking the work. Verbal consent from park maintenance staff does not constitute authorisation.

**2.3 Special Events or Uses**

Council will give due consideration to applications for the use of specific areas of Lex Ritchie Park for special events or uses. Special uses include activities such as community or commercial classes (e.g. exercise, tai-chi, boot-camp) or carnivals or sideshows. Any approvals may be accompanied by conditions. A fee, or bond may apply to ensure any necessary restoration works are undertaken.

**2.4 Signage**

Permanent signage Under S. 632 of the *Local Government Act*, signs may be erected by Council to regulate various activities. Permissible signage includes: signs advising the reserve name and/or facilities contained within it, directional signs and traffic signs. Any other signage requires Council approval.

**2.5 Dogs**

Walking a dog is a recognised recreational pastime for many people. However, it is important that this recreational activity does not impinge on the quality of the recreation experience for other users. Dog owners comprise a substantial group of park users and their needs should be recognised together with the needs of other park users that may believe that dogs detract from their enjoyment of the park. Public parks are a recreation resource and an appropriate balance needs to be established between these two (2) user groups. Lex Ritchie Park will be considered as an 'on leash' area only. Dogs are not permitted to be walked 'off a leash'.

**2.6 Parking**

Area for long vehicle parking has been identified in Greenaway Street and limited long vehicles in Dumaresq Street Shoulder adjacent to the Park. Onsite parking will be provided, and line marked. However, Council can approve parking on grassed areas in Lex Ritchie Park that are not designated car parking area for special events. Parking will be approved considering steps to minimise any adverse impacts which may be caused by increased traffic generation or altered traffic characteristics generated by future users of Part Reserve No. 38614.

**3. Management Framework for Reserves Categorised as Park**

The *Crown Lands Management Act 2016* authorises local councils, appointed to manage dedicated or reserved Crown land (council managers,) to manage that land as if it were public land under the *Local Government Act 1993*.

The management of Lex Ritchie Park will be maintained by mowing, litter removal, cleaning of shelters that will be carried out on a weekly basis. Weed control is carried out bi-monthly.

Carparking areas will be assessed on an annual basis. Lex Ritchie Park will be included in the monthly reserve inspection regime. Management issues and objectives are addressed in the table below.

At present there has been a significant planting of native vegetation on this parcel of land and the aim is to maintain and carry out any replacement plantings if or when required to keep this natural vegetation effect.





**AUSTRALIA DAY COMMITTEE**  
**MINUTES OF *Ordinary* MEETING**  
 HELD ON: Wednesday 5<sup>th</sup> March 2025

**MEETING OPENED:** 1909 (7.09pm)

**PRESENT:** (Chairperson) Jan Lemon, Robert Arthur, Kerrie Sturtridge, Peter Haselwood, (Secretary) Mahri Koch, Richard Edkins, Bev Edkins, (Guest Jenny Thomas), Cr Parsons (1914).

**ABSENT:**

**APOLOGIES:** Karen Carr, Kerry Strong, Cr Arandale

Moved Kerrie Sturtridge Seconded Mahri Koch that the apologies be accepted.

**CARRIED**

**DECLARATIONS OF CONFLICT OF INTEREST:**

NIL

**MINUTES OF THE PREVIOUS MEETING:**

Moved Kerrie Sturtridge seconded Bev Edkins that the minutes of the previous meeting, dated 5/2/2025 be accepted. **CARRIED**

Item No.	Item	Action
<b>1</b>	<b>BUSINESS ARISING:</b>	
	NIL	
<b>2</b>	<b>TREASURER REPORT</b>	
	Jan provided income and expenses report to committee (Copy to Council). <b>G.I. Council Funds B/F \$6000</b> Less expenses \$4673.12 Final Balance \$ 1326.88  <b>GRANT FUNDS B/F 10000</b> Less expenses \$11060.67 Final Balance \$ (\$479.60)	
<b>3</b>	<b>CORRESPONDENCE:</b>	
	Mahri: OUT: responses to Council emails forwarded to committee members, Thank you letters to all those suppliers and providers to Australia Day events. IN: Council emails all forwarded to members.	

Item No.	Item	Action
	Jan: OUT: emails. Phone calls to Council. IN: GISC emails, phone calls, and attendance at Town Hall Council office. Letter of thanks to Chair - from Des Fitzgerald.	
<b>4</b>	<b>STANDING ITEMS:</b>	
	NIL	
<b>5</b>	<b>GENERAL BUSINESS:</b>	
<b>5.1</b>	Photograph Book will be started shortly.	

**MEETING CLOSED:** 7.23pm (1923)

**NEXT MEETING: 6 / 8 /2025**

Jan Lemon...  
Chairperson

5/3/2025  
Date





**AUSTRALIAN STANDING STONES MANAGEMENT BOARD**  
**MINUTES FOR FEBRUARY ORDINARY MEETING**  
 HELD ON: 19 FEBRUARY 2025



**MEETING OPENED:** 5.34pm

**PRESENT:** Judi Toms (Chair), Cr Margot Davis (Mayor), Kevin Jones (Minutes), John Rhys Jones (Treasurer), Riarna Sheridan (GISC, Director Place and Growth, [DPG]), Cr Troy Arandale, Steve Toms, Robert O'Brien, Fiona O'Brien, Colin Price, George Robertson-Dryden, Pamela O'Neill

**APOLOGIES:** Peter Grimes, Raelene Watson, Ronnie Bombell (GISC, Co-ordinator Economic Development & Tourism, [ED])

Moved George seconded Steve that the apologies be accepted.

**CARRIED**

**DECLARATIONS OF CONFLICT OF INTEREST:** NIL

**MINUTES OF THE PREVIOUS MEETING:**

Moved Pamela seconded Col that the minutes of the previous meeting, dated 15 January 2025 be accepted.

**CARRIED**

Item No.	Item	Action
<b>1</b>	<b>BUSINESS ARISING:</b>	
<b>1.1</b>	Welsh Guardian	It was agreed by the CCA that Grace Roberts be invited to become Welsh Guardian. Judi to draft letter of invitation for Kevin to send to Grace Roberts
<b>1.2</b>	Flag purchase	Purchase of 2 x CCA flags approved by Pamela O'Neill, CCA President Judi will order the new set of flags.
<b>1.3</b>	Gas ring for cauldron	Moved Steve, seconded John that the ASSMB approve up to \$200 if required for the new gas ring from Jack Parry. <b>CARRIED</b> Steve will contact Jack for an update.
<b>2</b>	<b>Treasurer Report</b>	<b>Moved John seconded Steve</b> that the Treasurer's report be accepted <b>Carried</b>
<b>2.1</b>	<b>Monthly Financial statements</b>	John reported no income or expenses for the last month. John reported on the 6 monthly report required by Council noting over \$800 fundraising income from this period.
<b>2.2</b>	<b>Payments for approval</b>	Raelene \$35 ink purchase when ASSMB secretary (approved at a previous meeting)

# Annexure B

## Item 9.2

Item No.	Item	Action
3	<b>CORRESPONDENCE:</b>	<b>Moved Kevin seconded Rob CARRIED</b>
3.1	<b>Received</b> GISC request for half yearly financial records, application letter from Lyn Beardsley for the Celtic Family Wall, February Treasurer's report, email from John Tobin with link to photos and video of The Standing Stones <a href="https://www.dropbox.com/scl/fo/7dz74kmhqm1ei6fk72pzo/AL8UhHXRLAovKLd4UWFJJ7o?rlkey=l1pgwuotgrgomq9ze9kj2nugb&amp;st=og0ylztw&amp;dl=0">https://www.dropbox.com/scl/fo/7dz74kmhqm1ei6fk72pzo/AL8UhHXRLAovKLd4UWFJJ7o?rlkey=l1pgwuotgrgomq9ze9kj2nugb&amp;st=og0ylztw&amp;dl=0</a>	John sent half yearly records to Council Judi to organise Lyn Beardsley's application for the Celtic Family Wall
3.2	<b>Sent</b> January minutes, Treasurer's monthly report, ED report, February agenda, letter to Elena Weatherall re ACF Welcome to Country, half yearly financial records to GISC, emails to CCA re Welsh Guardian and purchase of CCA flags	
4	<b>STANDING ITEMS:</b>	
4.1	<b>Director's Report</b>	Riarna – detailed report attached. Items covered: Geographical Names Board, Crofter's Cottage, Cloud storage, Centennial Parklands Plan of Management [Riarna to send to ASSMB for review], Skywalk, roses near flag pole, roses near amenities, ground works throughout Centennial Parklands, sundial [paving as suggested not supported by ASSMB, Riarna to provide further information to put soil/turf to raise the ground level], floodlights [now that new Manager of Parks has been appointed – Riarna and John Rhys Jones will meet with him], Charter of College of Guardians [to be presented at March Council meeting], Parkrun markers [Steve and Troy to follow up], Shelter grant funding [position of shelter to be determined on site with ASSMB and ACF reps]
4.2	<b>Co-ordinator Economic Development &amp; Tourism (ED) report</b>	Ronnie an apology– report attached. Items dealt with: Sponsorship – pipe bands/quintet competition. It was determined to seek further information with the suggestion to sponsor a Youth competition 18 years and under with a medallion and \$500 towards expenses to attend the Canberra Piping Summer School. Rob to

Item No.	Item	Action
		find out more information regarding this and send to Judi. Cooking – all 3 nations to be represented, recipes provided to Ronnie by Judi (Gateau Breton, ginger fairings, bara brith), to be showcased in The Cauldron, ASSMB to accept entries between 10.30 – 11.30, ASSMB to organise judge/s, ASSMB to organise prize money (\$100 for each recipe winner moved Troy seconded Steve carried), <b>NOTE:</b> ASSMB members and immediately family are not eligible to enter.
<b>5</b>	<b>GENERAL BUSINESS:</b>	
<b>5.1</b>	Nemeton Grove	Carried on to March meeting
<b>5.2</b>	Calendar of Events – St Andrew's Day organiser	Pamela
<b>5.3</b>	ACF organisation	Judi has compiled a run sheet for all activities that the Board is responsible for. Judi will distribute to committee for them to add their names.
<b>5.4</b>	Piper award from Desmond Mackenzie-Harris	To be used for Youth competition
<b>5.5</b>	March flag lowering ceremonies	Pamela not available for 5 March – John to organise John to confirm with Rob and Fiona re 17 March
<b>5.6</b>	Reports from members	
<b>6</b>	<b>Urgent Business</b>	
	Nil	
<b>7</b>	<b>Resolutions to Council</b>	<b>Action</b>
	Nil	

MEETING CLOSED: 7.12pm

NEXT MEETING: Wednesday 19 March 2025 in the Board Room at the Glen Innes Services Club.



Chairperson

27 February 2025

Date

**Calendar dates – Anniversaries and Activities 2025**

<b>Date</b>	<b>Event</b>	<b>Activity</b>	<b>Time</b>	<b>Organiser</b>
1 February, 1992	The Australian Standing Stones Opening			
1 March	St. David's Day Wales	Flag lowering	5 pm	John, Kevin
5 March	St Piran's Day Cornwall	Flag lowering	5 pm	John
17 March	St Patrick's Day Ireland	Flag lowering	5 pm	Rob, Fi (John to check)
21 March	Autumn equinox	Sunrise - gathering solar noon – watch solar shadow Sunset - gathering	sunrise 6.57am, solar noon meet from 12.30pm-actual time 1.00pm, sunset 7.02pm	Sunrise – John Noon – Steve, John
1 <sup>st</sup> Wknd May	Australian Celtic Festival		Thursday 2 May – Sunday 5 May	
19 May	St Yves' Day Brittany	Flag lowering	4 pm	Pamela
21 June	Winter solstice	Sunrise - gathering, Solar noon watch solar shadow sunset - gathering	sunrise 6.47am, solar noon meet from 11.30am-actual time 11.54am, sunset 5.01pm	Sunrise – John Solar noon – Steve & Judi
July	Tartan Day	Fundraiser dinner		Judi
5 July	Tynwald Day Isle of Man	Flag lowering	4 pm	Steve
21 Sept	Spring equinox	Sunrise – gathering Solar noon – watch solar shadow Sunset - gathering	sunrise 5.43am, solar noon from 11.30am -actual time 11.46am, sunset 5.48pm	Sunrise – John, Peter
30 Nov	St Andrew's Day Scotland	Flag lowering	5 pm	Pamela
21 Dec	Summer solstice	Sunrise-gathering solar noon-watch solar shadow sunset - gathering	sunrise 5.49am, solar noon from 12.30pm-actual time 12.51pm, sunset 7.52pm	Sunrise – John, Peter Solar noon – Judi & Steve



THE  
AUSTRALIAN  
STANDING STONES  
MANAGEMENT  
BOARD

**AUSTRALIAN STANDING STONES MANAGEMENT BOARD  
MINUTES FOR MARCH ORDINARY MEETING  
HELD ON 19 MARCH 2025**



**Item 9.2**

**Annexure C**

**MEETING OPENED:** 5.32pm (Informal Meeting)

**PRESENT:** Raelene (Chair), Kevin Jones (Minutes), Riarna Sheridan (Director Place and Growth), Ronnie Bombell (Co-ordinator Economic Development, ED), Fiona O'Brien, Robert O'Brien, Colin Price, George Robertson-Dryden,

**APOLOGIES:** Judi, Steve, Peter, John, Pamela, Mayor Davis

Moved seconded that the apologies be accepted.

**CARRIED**

**DECLARATIONS OF CONFLICT OF INTEREST:** Nil

**MINUTES OF THE PREVIOUS MEETING:**


Moved, seconded that the minutes of the previous meeting, be accepted.

**CARRIED**

Item No.	Item	Action
<b>1</b>	<b>BUSINESS ARISING:</b>	
<b>1.1</b>	Welsh Guardian	Grace has accepted the role of Welsh Guardian of Th Australian Standing Stones
<b>1.2</b>	Flags	New flags have been ordered and delivered
<b>2</b>	<b>TREASURER REPORT</b>	
<b>2.1</b>	Monthly Financial Statement	Treasurers reported attached
<b>2.2</b>	Payments for approval	
<b>3</b>	<b>CORRESPONDENCE:</b>	Moved Seconded Carried

Item No.	Item	Action
<b>3.1</b>	Received: March Treasurers report, email from Grace accepting Welsh Guardian position, Plaques for Celtic Family wall for Amelia Nettle and Rev Archibald Cameron	



3.2	Sent: e-mail Grace Roberts about Welsh Guardian' Guardians Luncheon Invitations and ACF Events for Guardians	
4	<b>STANDING ITEMS:</b>	
4.1	<p><b>Director's Report:</b></p> <p><b>Australian Standing Stones Official name protection.</b> One formal objection to the name, 20 positives. Discussion held as to what response we want to give</p> <p><b>Crofters Cottage-</b> new tenant first trading day 2<sup>nd</sup> April. Decoration in progress</p> <p><b>Cloud Storage-</b>Kelly Willcocks added as read only access</p> <p><b>Management Plan-</b>still ongoing</p> <p><b>Skywalk-</b> Vegetation, weeds removed, Discussion held regarding extending skywalk round to Stones Skywalk sign damaged in storm Wheelie bin missing at Skywalk.</p> <p>Grass scalping and drainage at high traffic areas to help rehab after ACF</p> <p><b>Sundial,</b> suggestions for surround for discussion at next meeting, granite with glue/resin. Loose granite no good, will damage metalwork.</p> <p><b>Floodlights</b> Riarna still to meet JRJ and Sean Galletto, Manager Recreation and Open Spaces onsite</p> <p><b>College of Guardians,</b> charter resolution adopted</p> <p><b>Park Run,</b> markers ready, awaiting Steve's return</p> <p><b>Shelters,</b> Grant funding confirmed, Judi to help consult on position. Ronnie also at site to confirm marquee and stage positions.</p> <p><b>Nemeton Grove,</b> not in this year's grant but will be next year</p>	<p>Riarna to contact Judi to compose response</p> <p>Ronnie has actioned</p>
4.2	<b>CEDT Report</b>	Ronnie
	<p><b>Upcoming events-</b> Scottish Gaelic Lessons ongoing, Rune making workshop ongoing</p> <p>Celtic Art Exhibition Aril 12 to May 9</p> <p>Desert Moon Celtic Tree of life opening 1<sup>st</sup> day of ACF,</p> <p>Pottery, Book readings</p> <p>ACF Food Trail 25 April to 4<sup>th</sup> May</p> <p>Glen Innes News are printing ACF Programmes</p>	
5	<b>GENERAL BUSINESS:</b>	



5.1	Nemeton Grove	Carried over to April Meeting
5.2	Sponsorship Opportunity- Rob reported that Summer School is not happening	To be carried over to next meeting
5.3	ACF Organisation	
5.4	New Guardians recommendation Consensus, Malcolm Yes, Question asked about Rob due to not continuing with involvement.	To be carried over to next meeting
5.5	Solar Noon Organisation	Moved to Saturday 22 <sup>nd</sup> March due to Harmony Day event in town on 21st
5.6	List of current Guardians	Kevin to send out

INFORMAL MEETING CLOSED: 6.40pm

NEXT MEETING: 5.00pm Wednesday 16<sup>th</sup> April at The Glen Innes Services Club,

*Trans*

19 March 2025

Chairperson

Date

#### Calendar Dates – Anniversaries and Activities 2024-2025

Date	Event	Activity	Time	Organiser
1 February, 1992	The Australian Standing Stones Opening			
1 March	St. David's Day Wales	Flag lowering	5 pm	John
5 March	St Piran's Day Cornwall	Flag lowering	5 pm	Pamela Cancelled due to high winds
17 March	St Patrick's Day Ireland	Flag lowering	5 pm	Rob, Fi
21 March (2025)	Autumn equinox	Sunrise - gathering solar noon – watch solar shadow Sunset - gathering	sunrise 6.56am, solar noon - meet from 12.30pm-actual time 1.00pm, sunset 7.03pm	Sunrise – John Noon – Steve, John



1 <sup>st</sup> Wknd May	Australian Celtic Festival		Thursday 1 May – Sunday 4 May 2025	
19 May	St Yves' Day Brittany	Flag lowering	4 pm	Pamela
21 June (2025)	Winter solstice	Sunrise - gathering, Solar noon watch solar shadow sunset - gathering	sunrise 6.47am, solar noon meet from 11.30am-actual time 11.54am, sunset 5.01pm	Sunrise – John Solar noon – Steve & Judi
1 July	Tartan Day	Fundraiser dinner		Judi
5 July	Tynwald Day Isle of Man	Flag lowering	4 pm	Steve
21 Sept (2024)	Spring equinox	Sunrise – gathering Solar noon – watch solar shadow Sunset - gathering	sunrise 5.43am, solar noon from 11.30am actual time 11.46am, sunset 5.48pm	Sunrise – John, Peter
30 Nov	St Andrew's Day Scotland	Flag lowering	5 pm	Pamela
21 Dec 2024	Summer solstice	Sunrise– gathering solar noon- watch solar shadow sunset - gathering	sunrise 5.49am, solar noon from 12.30pm actual time 12.51pm, sunset 7.52pm	Sunrise – John, Peter Solar noon – Judi & Steve



**Library Committee Meeting  
18 February 2025  
Glen Innes Severn Learning Centre  
Conference Room**

Meeting opened at 9.15am

Present: Kerry Muir, Cr Margot Davies, Kerry Byrne, Jenny Sloman, Sarah Wison, Lindsay Woodland, Marina Gerlofsma

Apologies: Lindy Stevenson

**Minutes of the December meeting accepted as true and accurate:**

Emailed to members before the meeting

Moved: Marina Gerlofsma

Second: Jenny Sloman

**Business arising from minutes:** none

**Correspondence:** none

**Senior Librarian's TAFE NSW Library Services West Network Report:**

Handed out at the meeting.

- TAFE NSW Students PCs have been replaced and upgraded to Windows 11
- Orientation sessions both Face to Face and Online have commenced
- TAFE NSW Library staff continue to work in the statewide LibChat roster, live chatting with TAFE NSW staff and students
- TAFE NSW Library staff participated in events, both state-wide and regional, including Mental Health Month and Safety Week
- TAFE NSW Libraries continue to provide a regular schedule of online sessions, including subject-specific overviews, orientations, and conversation groups for ESOL students

Lindsay Woodland mentioned that negotiations with TAFE are ongoing.

Discussion followed on the upgraded TAFE NSW Student PCs in the Library and that the UNE/TNE Student Centre currently has 7 enrolled TAFE students using only 2 TAFE computers. Kerry will mention this to the Glen Innes TAFE Librarian to see additional computers can be added.

**Manager of Library and Learning Centre Report:**

Emailed to members before the meeting

**December 24**

**Community Toy Donation Christmas Tree**

The Library participated in the collection of toy donations for the Glen Innes Family and Youth Support Services' (GIFYSS) Christmas Drive. Toys are collected from all over the region to distribute to GIFYSS clients who are in need at Christmas.

**Branch Library Christmas Parties**

Deepwater and Emmaville Branch Libraries celebrated Christmas this week with plenty of good food and Christmas wishes as the year came to an end. Members were asked to stock up on books, magazine and DVDs over the Christmas break and Library staff would extend their borrowing periods.

**SANTA's visit to the Library – Friday, 6 December**

There were bells jingling, children waving and lots of Ho Ho Hoing as SANTA entered the Library to meet the excited children and families gathered in the Children's Room. Everyone had a chance to have a photograph with SANTA and receive a Christmas book. A special thank you to SANTA who did very well managing 29 children, mostly under 2 years of age and with hardly a tear in sight.

**Glen Innes Outreach Toy Library Mini Muso – Friday, 6 December**

Christmas Carols were in full swing with Nathan Skinner playing the guitar and with children jiggling their hand bells just before SANTA was due to arrive. The Friday Mini Muso event uses music to socialise and connect children who are 0 – 5-year-old and their families. This successful weekly event will continue in 2025 with the support of Council and the Library.

**Jane Austen Anniversary Event - Friday, 12 December**

This event celebrated Jane's 249<sup>th</sup> birthday with the screening of Mansfield Park, a movie production of one of Jane's successful books. This was followed by a discussion lead by library staff and a light lunch.

**January 25****Library's January Workshop – 2 – 3 January**

The Library's first day of their workshop included training on customer service and circulation desk fundamentals to assist the team to improve their overall productivity and skills base. This was followed by an overview of manual evacuation and a manual fire drill. Then all staff participated in an internal and external risk assessment of the Library and Learning Centre to get the building ready for reopening. After lunch, the team compiled and contributed to the Annual Library Program for 2025 and received an update on the Library's G Drive Clean-up, led by the Project Leaders.

The second day was a full day on 'Accidental Counsellor' training delivered by Daly & Ritchie Training Solutions to give the team more skills in understanding communication strategies which overcome barriers, work with difficult behaviours and difficult customers, and de-escalate risky situations. I received positive feedback about the training and the presenter after the event.

**School Holiday Activities – 6 – 30 January**

7 January	Movie	Despicable ME4
9 January	Planting Succulents with Bianca Hill	
14 January	Craft Morning	
16 January	Movie	The Garfield Movie
16 January	Design Your Own Badge / Movie	Deepwater 10.30 am
16 January	Design Your Own Badge / Movie	Emmaville 2.00 pm

21 January	Lego Show Challenge	
23 January	Movie	Transformers ONE

### **Movie Night @ the Library – 23 January**

This is a new service for our community which will be on trial for six (6) months. The trial will be followed by a review to see if it will continue after the trial period. The first movie was the 'Rocky Horror Show' which was first performed live in Sydney in 1973 at the New Arts Cinema in Glebe. It was an excellent night with participants dressing up for the night.

### **GLEN INNES ART GALLERY EXHIBITION**

The '**Glen Innes High School' Exhibition** displayed Year 9 – Year 12 students' artwork till the 20 December and was the last exhibition of the year. The Art Gallery first exhibition in 2025 was the Australian Summer Exhibition which will open on 1 February and ran through to 28 February.

### **LEARNING CENTRE'S CONFERENCE AND MEETING ROOM USAGE**

There has been steady and consistent usage of the Conference Room facilities over the past two (2) months with Council being the largest user. Commercial usage has dropped with the opening of the Glen Innes Highlands Hub and the Indoor Sports Centre's meeting rooms.

### **LIBRARY STATISTICS**

The December 24 / January 25 statistics are compared to the statistic totals of 2024-25. These totals indicate an increase across several areas: Glen Innes issues by 12% and Branch issues 8 %, memberships by 7%, visitors by 11%, internet by 1%, and TAFE memberships 3% and memberships in the UNE/TNE Study Centre by 40%. The online e-Resources usage is growing by 144%, and the improved reporting options have allowed their inclusion into the monthly statistics.

Moved: Kerry Byrne  
Second: Marina Gerlofsma

### **General Business:**

#### **Work, Health & Safety:**

See Librarian's Report re Staff Workshop.

#### **'Living Life' Literacy Assistance Service**

Raylene Watson is the Project Co-ordinator and gave an update. It is moving forward slowly with information talks with community groups to seek tutors, resources researched and purchased, and induction sessions have been organised for March.

#### **Mosman Council Community Grant Project:**

Emailed to members before the meeting and handed out at the meeting

- o Completed **Artwork Project 23-24** Harmony Day Event March 2025
- o **Community Mural Project 24-25** Reconciliation Week, 27 May-3 June 2025
- o Proposed **Community Safe Space Murals 25-26**

**Library Social Media Promotions:**

**Moved to next meeting in April**

Margot, Lindsay and Jenny left the meeting at 10.10am

Item to be actioned	Action to be taken by
To raise the issue of additional TAFE computers for the UNE/TNE Study Centre.	Kerry Byrne

Meeting closed at 10.15am

**Next meeting:**        **Tuesday 15 April 2025**  
                                 **09.00am**  
                                 **Glen Innes Severn Learning Centre**  
                                 **Conference Room**

**Signed**

**Dated**