



TAMWORTH REGIONAL COUNCIL

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **Meeting of Tamworth Regional Council** will be held in the **Council Chambers, Lands Building, Nemingha Room, 25-27 Fitzroy Street, Tamworth**, commencing at **6.30pm**.

ORDINARY COUNCIL AGENDA

14 MARCH 2023

**PAUL BENNETT
GENERAL MANAGER**

Order of Business

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Council

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

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

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

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

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

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

Community Consultation Policy

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

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

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

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

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

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

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

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

Disclosure of Political Donations or Gifts

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

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

AGENDA

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

RECOMMENDATION

That the Minutes of the Ordinary Meeting held on Tuesday, 28 February 2023, copies of which were circulated be taken as read and confirmed as a correct record of the proceedings of the Meeting.

4 DISCLOSURE OF INTEREST

Pecuniary Interest

Non Pecuniary Conflict of Interest

Political Donations

5 MAYORAL MINUTE

Nil

6 NOTICE OF MOTION

Nil

OPEN COUNCIL REPORTS

7 ENVIRONMENT AND PLANNING

Nil

8 INFRASTRUCTURE AND SERVICES

8.1 ENERGY SUSTAINABILITY SIX MONTHLY REPORT

DIRECTORATE: WATER AND WASTE

AUTHOR: Alfred Davis, Sustainability Officer - Energy

RECOMMENDATION

That in relation to the report “Energy Sustainability Six Monthly Report”, Council receive and note the report.

SUMMARY

The purpose of this report is to update Council on energy sustainability activities undertaken, presently underway or proposed in the near future. This includes activities that fall under the energy section or energy related transportation & mobility section of the Environmental Sustainability Strategy 2022-2026.

COMMENTARY

Currently Tamworth Regional Council operates 286 small market sites and 31 large market sites, in terms of electricity consumption at each site. The primary focus of the Energy Sustainability role is to identify opportunities to reduce the consumption and cost of electricity used across Council's sites. This has been done through investigating the viability of energy efficiency solutions, as well as transitioning sites to renewable energy to improve electricity security across the organisation, whilst reducing Council's dependence on carbon emitting fossil fuels. Several other methods have been used to achieve energy sustainability goals, such as energy account management and optimization of energy network charges. Work in this space is increasingly more important as the cost of energy rises.

Environmental Sustainability Strategy 2022-2026 Energy Action Plan Update

Following the adoption of the Environmental Sustainability Strategy and Action Plan 2022-2026 in December 2022, the status of a number of energy and energy related transportation and mobility actions commencing within the 2022/2023 financial year is shown in Table 1. All of the actions listed extend over a number of years, due to the changing nature of the energy and electric vehicle space, and the need to actively review opportunities to reduce energy cost, consumption and need to stay connected to the broader transport network.

Table 1. Environmental Sustainability Strategy and Action Plan 2022-2026

Energy Actions	Year	Status
Undertake energy audits of all key operational buildings and key sites (dams, pump stations, landfills etc.) with a load greater than 50 MWh/yr to make recommendations for efficiency measures	2022/2023 and 2023/2024	Review is underway. Audit is to be commenced – Awaiting funding
Review the current maintenance contract with asset owners in order to implement and perform regular solar system maintenance program according to manufacturer's guidelines on all Council owned Solar PV systems	2022/2023 and 2023/2024	Completed review, implementation of recommendation underway
Review energy audit 2020 at the airport to determine if there is a feasible business case to transition to solar and LED lighting (such as on airport roof, and hangers)	2022/2023 and 2023/2024	Underway
Investigate and identify grant opportunities to facilitate the transition to solar and LED lighting at key Council owned building locations (including the airport)	2022/2023 and 2023/2024	To be commenced
Investigate potential for installing sophisticated Building Management Systems (BMS) for asset performance	2022/2023 and 2023/2024	To be commenced

monitoring and optimisation - especially when conducted fit outs or constructing new buildings		
Undertake lighting audit and upgrade to LEDs and smart lighting according to the audit findings	2022/2023 and 2023/2024	Some areas complete Remaining proposed to be part of audit
Address Power Factor Correction – which reflects efficiency of delivery of electricity to the site in accordance with energy audit findings	2022/2023 and 2023/2024	Undertaken for Water and Waste Directorate – to be undertaken for other directorates
Investigate how Council can use Large Scale Generation Certificates (LGC's) under large scale renewable energy target schemes at identified locations	2022/2023 and 2023/2024	Underway
Conduct carbon emissions tracking using energy data. Based on current electricity usage across Council sites calculate carbon emissions based on grid supply which will form part of the carbon emission baseline for Council	2022/2023 to 2025/2026	Ongoing – Will form part of carbon emissions baseline
Using data from the energy audit and additional assessments, conduct a risk based options analysis to identify how to best improve energy efficiency across the organisation and establish a project plan for implementing these energy efficiency recommendations.	2022/2023 and 2023/2024	Majority won't be able to be conducted until post audit
Develop and implement community and business education initiatives addressing energy efficiency, including guidance on how to reduce energy consumption (such as face to face sessions, online videos, pdf downloads, communication campaigns, innovation workshops)	2022/2023 to 2025/2026	Underway
Support appropriate sustainability community events relating to energy	2022/2023 to 2025/2026	Underway
Develop and implement a high-level Electric Vehicles (EV) Roadmap/ Strategy. This document will detail how to connect Tamworth LGA to the wider EV network and how to reduce carbon emissions from TRC and private vehicles.	2022/2023 to 2025/2026	Commenced preliminary work around EV strategy

Investigate options for implementing charging infrastructure for future uptake of electric vehicles	2022/2023 to 2025/2026	Underway
Investigate existing load capacity and demand constraints of electrical infrastructure in order to prepare Tamworth LGA for the electrification of vehicles	2022/2023 and 2023/2024	Underway
Investigate the opportunity to develop public private partnerships (PPP) to roll out EV charging stations in align with EV Roadmap/Strategy	2022/2023 and 2023/2024	Underway
Research and apply for appropriate grants to align with other Transport and Mobility strategies	2022/2023 to 2025/2026	Underway, but ongoing
As part of the EV strategy, investigate viability for council to transition all new purchase of plant and commercial vehicles to EV (or hybrid if electric not fit for purpose/available)	2022/2023 and 2023/2024	To be commenced
Engage with large scale employers to develop and implement sustainable workplace travel plans	2022/2023 and 2023/2024	On hold

Audits

A review of past energy efficiency audits is currently underway to identify which TRC sites don't require future audits, and which should be prioritised for future audits. Many past audits occurred between 2007 and 2011 and best practice advises energy audits should occur every 3 years. The review of past energy audits included identifying where there are potential opportunities to reduce the energy consumption and associated cost of energy. Funding will be required to complete some of the recommended audits and all of the improvement works recommended from the audits. The intent of these works is to reduce the ongoing electricity consumption and associated cost of energy across the Organisation.

Solar PV Maintenance Contracts

Council has previously installed solar arrays at 13 individual council sites. Solar arrays require regular maintenance to ensure they are operating efficiently. This maintenance is provided via a solar maintenance contract with an external provider. A review of the solar maintenance contract has been undertaken. Through this process three sites which weren't currently maintained will be maintained under the current contract until the end of the contract in December 2023. Council intends to undertake the required procurement process to continue maintenance of TRC solar systems going forward to ensure optimal efficiency and cost savings are achieved from the 13 solar systems.

Street Lighting Upgrade

Essential Energy maintain 6,270 streetlights across the Tamworth local government area at Councils cost. As of October 2022, an estimated 97% of streetlights had been upgraded to more energy efficient LEDs as part of a bulk lamp maintenance agreement established in 2017. The remaining 153 streetlights are set to be upgraded by the end of quarter 1, 2023. The estimated annual electricity savings as a result of street lighting upgrades is approximately \$250,000.

Lighting Audit

Internal opportunities for lighting upgrades and energy savings at Council owned buildings will be identified as part of a proposed audit. Recent changes that have occurred include upgrade of 474 Peel Street to LED using previous savings from the street lighting upgrades, this is likely to result in an estimated 65% efficiency improvement and an annual saving of approximately \$3,700.

Large Scale Generation Certificates

Large Scale Generation certificates (LGCs) are a market mechanism or tradeable commodity designed to drive renewable energy uptake and generation in Australia. This mechanism sits under the Large-Scale Renewable Energy Target (the scheme) designed to deliver 33,000 gigawatt hours of additional renewable energy generation each year, extended to 2030. Through the scheme, large renewable power stations are eligible to create certificates for every megawatt hour (MWh) of power they generate which can be sold to liable entities (e.g., wholesale electricity retailers) who are obligated to surrender these certificates to the Clean Energy Regulator to meet their renewable energy targets.

Council currently owns and operates one site that is eligible to produce LGCs. Councils Energy Sustainability Officer has conducted preliminary research to understand how this mechanism works. Further investigation is required to understand the financial viability of handling LGCs.

Carbon Emissions Tracking

Carbon emissions is currently being tracked for all electricity usage across all of Council's sites Council. This information will feed into the proposed carbon emissions baseline, which is being managed by the Sustainability Coordinator.

Energy Education and Events

The Energy Sustainability Officer has worked with Council's marketing and communications team to develop educational material for the community. Figure 1 is a door hanger which was designed for Tamworth hotels and motels to remind visitors to be mindful of their water and energy usage and to remember to manage/dispose of their waste appropriately through a number of short and easy to remember tips. This was developed in collaboration with both Councils Waste and Energy Officers. Door hangers were distributed during Tamworth Country Music Festival to help create positive influence through environmental sustainability education.



Figure 1. Sustainability Door Hangers

In collaboration with Council's marketing and communications team, the Energy Sustainability Officer also developed magnets (Figure 2.) that were designed to raise awareness around the importance of energy efficiency through short educational tips on ways to reduce energy usage. These were given away to patrons during Tamworth Country Music Festival at the Sustainability Activation tent.

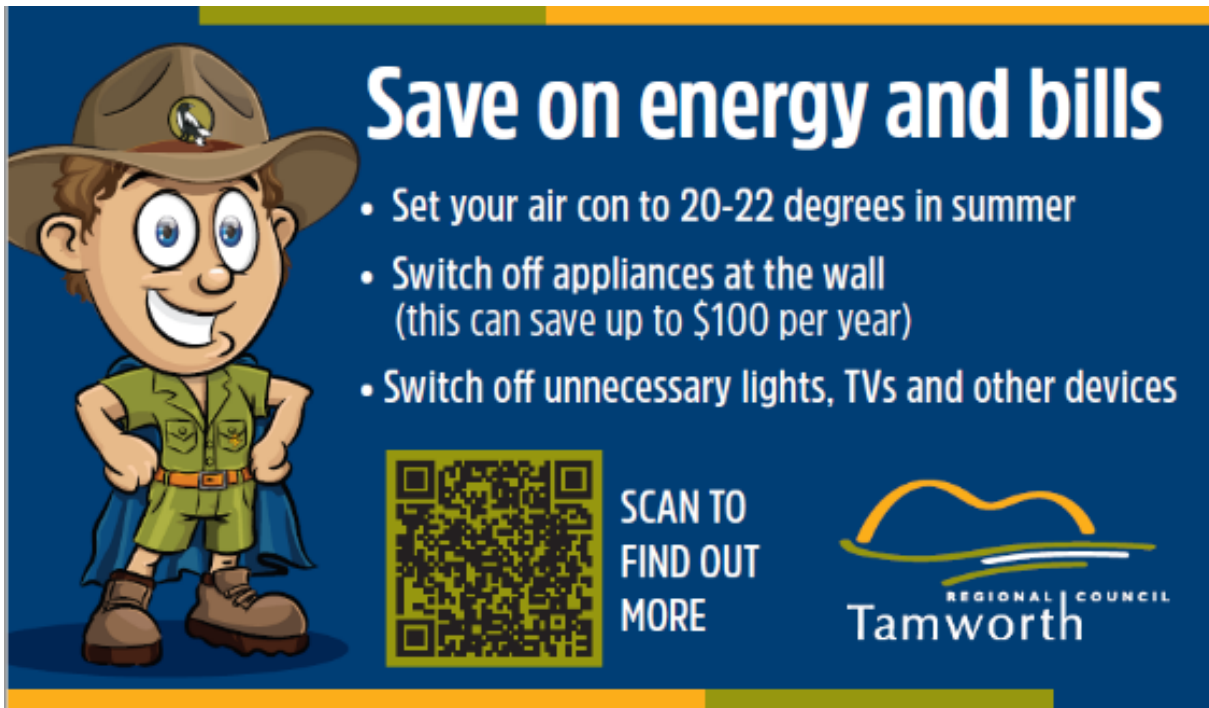


Figure 2. Energy Sustainability Magnets

The Energy Sustainability Officer also developed a 1 page A4 educational flyer designed to educate the community on how to read their electricity invoices and understand cost of electricity usage. It also includes tips on ways to reduce energy consumption and save on at-home electricity expenses. The flyer was given to students as a parent take-home letter as part of an education delivery campaign educating primary school aged children on environmental sustainability.

Electric Vehicles

The NSW government is committed to increasing uptake of Electric Vehicles (EV) and has laid out a strategy which is expected to increase EV sales to 52% by 2030/2031. A number of companies have announced they will be ceasing the production and sale of internal combustion engine vehicles by 2030, with the transition to electric vehicles currently underway.

The Energy Sustainability Officer is investigating ways to support the community in preparing for the growth of EVs on public roads through developing Tamworth LGAs EV charging network, including Council's ongoing role in supplying charging infrastructure. Investigation is also underway to identify grant opportunities and establish partnerships to facilitate public charging infrastructure and the procurement of EVs for Councils fleet where economically viable.

Electric Vehicle Strategy

It is proposed to prepare a Council electric vehicle strategy. The strategy aims to set targets and identify actions for Council to transition internally to increasing EV use, identify what role, if any, Council performs in educating the community about EVs and providing charging for EV and the actions to be undertaken based on that role. The Energy Sustainability Officer has been working with the Regional Services Strategy Team to inform this process.

A consultant will be engaged to assist subject to funding approval.

Load capacity and demand constraints of electrical infrastructure

With increasing use of EVs, there will be an increased demand for access to charging stations. What role Council has in the delivery of these charging stations will be considered as part of the EV strategy. However, in the interim Council has been engaging with Essential Energy to inform the optimal location for electric vehicle charging infrastructure to prevent the need for electricity infrastructure upgrades to provide EV charging. This information can then be made available to other organisations/businesses that may be interested in establishing EV charging across their Council area.

EV Charging Infrastructure Partnerships

Initial conversations have occurred between Sustainability Team, Regional Services Strategy Team and private companies interested in installing EV chargers in the Tamworth LGA, one of which has obtained a grant from NSW state government to install EV chargers in the Tamworth LGA. A Council report will be prepared once a firm proposal has been received.

Water and Waste Energy Efficiency Improvements

Some of the energy efficiency improvements made recently by the Water and Waste Projects and Services Engineers include:

- upgrades to Swan Street pump station to enable additional use of the existing solar system;
- control system additions at Peel Pump station to automatically operate pumps at a different flow for each tariff period;
- control system changes to the Paradise Wells Balance tank to operate the pumps at a more efficient speed;
- working with contractors to select the most efficient cooling system for the upgraded switch room at Calala Water Treatment Plant; and
- various LED lighting upgrades and installations.

Forest Road Electrical Demand Analysis

As part of a longer-term strategy to improve overall environmental impact of waste disposal and improve energy efficiencies in waste operations and resource recovery at the Forest Road Landfill (the site), the Energy Sustainability Officer project-managed the delivery of a High-Level Electrical Demand Analysis. This Analysis was aimed at understanding the sites overall electrical demand requirements which will be used to inform future infrastructure developments as part of longer-term development plans to support a growing population.

Energy Data Management Software

E21 Energy Plus, through its subsidiary Energy Management Services, has been the preferred energy data management software utilised by Council for several years. The Energy Sustainability Officer works with energy analysts and consultants from E21 Energy Plus to coordinate Council's energy and carbon management reporting system. The energy management software is used to monitor and measure buildings electrical loads and data pertaining to electricity emissions, electricity consumption and electricity expenditures to identify opportunities to implement efficiency measures. The E21 Energy Plus system records the data from electricity meters and validates electricity data against the retailers to ensure there are no billing anomalies.

Council's licence agreement with E21 Energy Plus ends on 31 March 2023. To this end, Council's Energy Sustainability Officer conducted a market analysis to ensure E21 Energy

Plus continues to provide a competitive software/service that aligns with Council's operational objectives. E21 Energy Plus is considered the most appropriate supplied and as a result has been reengaged to provide services at least in the short-term.

Sites added/removed

There have been several new sites recently added to Council's metered electrical sites. Temporary work sites, new buildings and significant electrical upgrades are all treated as new sites. New sites involve liaison with:

- internal site asset owners;
- accounts payable;
- electrical contractors;
- meter service providers;
- energy retailer (ZEN Energy); and
- network provider (Essential Energy).

All of the parties involved in the new connection also need to be notified of a disconnection. Sites including temporary worksites and sites no longer operated by Council have been transferred to other parties or disconnected.

Recent, and in progress, electricity connections and/or major upgrades include:

- Barraba Landfill;
- Manilla Landfill;
- Kootingal Transfer Station;
- Nundle Landfill;
- Macdonald River Raw Water Pump;
- Biloba Way Water Pump Station;
- Calala Storage Shed;
- Tamworth Regional Council Bald Hill Tower; and
- Riverside Sporting Complex.

Missed meter reads and meter upgrades

A number of electricity meters at Council-owned sites are manually read with a meter reader visiting the site to record electricity consumption. There are instances where meter readers are unable to access the sites. Since July 2022, 86 Council-owned sites had access issues which meant that the reader was unable to access the sites during the last reading period. This has resulted in bill estimations which means Council could be paying higher prices. The Energy Sustainability Officer is actively working with facility managers to ensure meters can be read at the programmed date. For sites with ongoing access issues the Sustainability Officer is investigating the viability of introducing meter upgrades that has automated communication to eliminate the need for manual meter reads at several Council owned sites. There is a marginal operational fee to operate communication meters that is applied to energy accounts; however, the cost of the communication meter is less than the cost to manually read accumulation meters.

(a) Policy Implications

These projects and activities are implemented from stated outcomes of Council's Environmental Sustainability Strategy and Action Plan 2022 – 2026.

(b) Financial Implications

2022/2023 activities are funded from existing budget allocations, actions identified in the coming financial years require funding to enable implementation.

(c) Legal Implications

Nil

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus Area 6 – Working with and protecting our environment

9 GOVERNANCE, STRATEGY AND FINANCE

9.1 2023 ANZAC DAY MEMORIAL SERVICES WITHIN THE TAMWORTH REGIONAL COUNCIL AREA

DIRECTORATE: OFFICE OF THE GENERAL MANAGER
AUTHOR: Tracey Carr, Coordinator - Governance and Executive Services

RECOMMENDATION

That in relation to the report “2023 Anzac Day Memorial Services within the Tamworth Regional Council Area”, Council nominate Councillor Representation at the following locations:

<i>Attunga</i>	<i>Cr</i>
<i>Barraba</i>	<i>Cr</i>
<i>Bendemeer</i>	<i>Cr</i>
<i>Duri</i>	<i>Cr</i>
<i>Kootingal</i>	<i>Cr</i>
<i>Moonbi Masonic Village RFBI</i>	<i>Cr Monday, 24 April</i>
<i>Manilla</i>	<i>Cr</i>
<i>Manilla Central School</i>	<i>Cr</i>
<i>Moonbi</i>	<i>Cr</i>
<i>Nundle</i>	<i>Cr</i>
<i>Somerton</i>	<i>Cr</i>
<i>Tamworth</i>	<i>Cr</i>
<i>Gipps Street Memorial</i>	<i>Cr.....</i>

SUMMARY

The purpose of this report is to determine individual Councillor’s interest in attending the 2023 Anzac Day Memorial Services.

COMMENTARY

Listed below is an itinerary for the locations in the region where Council is aware that Anzac Services are held. As further information is received it will be brought to the attention of the nominated Councillor for that location.

Attunga

No formal invitation to Council has been received however, the Anzac Day March and Memorial Service will commence in front of the Attunga Primary School at 3:00pm, and the Service at the Memorial Gates in Attunga Street. After the Service light refreshments will be served in the Attunga Public Hall.

Barraba

No formal invitation to Council has been received however, the Dawn Service normally commences at 6am at the Memorial Clock. The March commences at 10:50am from the

corner of Queen and Alice streets, and arrives at the Memorial Clock at 11:00am for the commencement of the Service. Lunch will be held after the Service.

Bendemeer

No formal invitation to Council has been received however, the Dawn Service will commence at 5:30am at the Memorial Gates in Memorial Park, Memorial Drive and the March assembly is at 10:45am at the corner of Havannah Street and Memorial Drive with the Service held at Memorial Park at 11am.

Duri

No formal invitation to Council has been received however, the Service will commence at 7:30am and at the Sportsground Memorial. Morning tea, including Anzac biscuits served afterwards.

Kootingal

No formal invitation to Council has been received however, the March from Kootingal School normally commences at 8am (assembly at 7:45am) with the Service at approximately 8:30am at the Memorial in Memory Park, Denman Avenue. With Morning Tea held following the Service.

Manilla

Manilla Anzac Day Service

No formal invitation to Council has been received however, the March normally commences at 10:45am from the RSL Club with the Service to follow adjacent to the Large Town Hall. Lunch is then held after the Service.

Manilla Central School

No formal invitation to Council has been received from Manilla Central School however the Manilla Central School normally conduct a Service commencing at 10:30am at the Primary Department. A morning tea will follow the Service in the Primary Library.

Moonbi

A formal invitation to Council has been received, the Moonbi Masonic Village RFBI will host a Service on Monday 24 April, at the Moonbi Masonic Village RFBI starting at 10:00am with light refreshments served from 11am. Moonbi Masonic Village RFBI have requested Councillor Phil Betts attend this event.

Moonbi

No formal invitation to Council has been received however, the Moonbi Public School normally host an Anzac Day Service on a school day which commences at 10:30am at the school. With Morning Tea held following the Service.

Nundle

An invitation has been received from the Tamworth RSL Sub-branch to attend the Nundle Anzac Day Commemoration Service. The Service will commence at 11:00am at the Nundle Memorial Hall, followed by a March to the Cenotaph at the Nundle Council Office.

Somerton

No formal invitation to Council has been received however, the March normally commences from the school at 7:45am, the Commemorative Service is normally held at the Somerton War Memorial Hall at 8:00am.

Tamworth

No formal invitation to Council has been received however, the Tamworth RSL sub-Branch has confirmed informally that the events for Anzac Day 2023 will be the same as previous years.

Program Anzac Day 2023, Tamworth

5:30am	ANZAC Day Dawn Service	ANZAC Memorial Gates	ANZAC Park
10:45am	Main Service	Tamworth Memorial Town Hall	Fitzroy Street
12:00pm	Tamworth RSL Sub-branch ANZAC Day Luncheon	All attendees (except official guests) are required to have a paid ticket.	Blazes Showroom - West's League Club

Gipps Street Memorial

No formal invitation has been received from the Rotary Club of Tamworth West; however, the ANZAC Day Memorial Service at the Gipps Street Memorial normally commences at 7:00am.

(a) Policy Implications

Nil

(b) Financial Implications

Funding for attendance at the above Anzac Day Memorial Services including travel and wreaths is included in the Executive Services budget.

(c) Legal Implications

Council's formal approval for the attendance of any Councillor at these Anzac Day Memorial Day Services is required for insurance purposes whilst these Representatives of Council are performing bona fide duties.

(d) Community Consultation

Nil

(e) Delivery Program Objective/Strategy

Focus area 9 – Open and collaborative leadership

10 COMMUNITY SERVICES

10.1 TAMWORTH REGIONAL YOUTH COUNCIL - 2022 ACTIVITIES REPORT AND APPOINTMENT OF INCOMING MEMBERS

DIRECTORATE: LIVEABLE COMMUNITIES

AUTHOR: Katey Allwell, Team Leader - Inclusive Community

3 ANNEXURES ATTACHED

RECOMMENDATION

That in relation to the report “Tamworth Regional Youth Council - 2022 Activities Report and Appointment of Incoming Members”, Council:

- (i) receive and note the report;*
- (ii) acknowledge and recognise the achievements of the 2022 Youth Council; and*
- (iii) appoint the incoming members of the 2023 Tamworth Regional Youth Council:*
 - 1) Aimee Morris;*
 - 2) Dominic Fawcett;*
 - 3) Jake Lynch;*
 - 4) Kaida McManus;*
 - 5) Lara Cowley;*
 - 6) Luke Suter;*
 - 7) Megan Swain;*
 - 8) Sarah Frazer;*
 - 9) Sophia Hanson;*
 - 10) Yasutomo Akioka; and*
 - 11) Yvonne Sutton.*

SUMMARY

The purpose of this report is to:

- present to Council the activities and achievements of the 2022 Tamworth Regional Youth Council; and
- recommend to Council the appointment of incoming members to the 2023 Tamworth Regional Youth Council.

COMMENTARY

The Tamworth Regional Youth Council (TRYC) provides an opportunity for young people across the Tamworth region, between the ages of 15 to 18 years, to represent their peers in a local government setting. The group meets regularly to discuss issues facing young people in the community, put forward ideas to address particular issues, and to advocate for young people on local government related topics. The Youth Council also provides input and direction to Council in respect of a broad range of policy, plans and strategies, providing a youth leadership voice for the future of the Tamworth Region.

2022 Youth Council Activities Report

In 2022, Youth Council members played a significant leadership role in influencing Council policy and future direction. Youth Councillors were engaged and consulted in the development of Council's:

- Visitor Economy Plan;
- Entrance Strategy;
- Community Strategic Plan;
- Communication Strategy;
- Community Safety and Crime Prevention Plan;
- Sustainability Strategy; and
- Annual event for National Water Night.

Youth Councillors were also consulted on a number of external stakeholder projects including:

- Namoi Unlimited's Local Government Engaged People and Skills project, intended to attract young people to jobs and careers with Councils in the Namoi region;
- UNE SMART Region Incubator's 'Scorched' program, intended to address challenges posed by bushfires and climate change on the region through entrepreneurship; and
- New Horizons' i.am (youth aftercare pilot) program, intended to increase awareness in the community, and empower young people to reach out when struggling with suicidality or self-harm.

The Youth Council delivered three major events in 2022 as part of the annual Youth Week Celebration including an Accessible Sports Day, a Cultural Celebrations Day, and the opening of the Youthie Edible Garden.

In May 2022, Youth Councillors had the opportunity to meet with the Minister for the Arts, Aboriginal Affairs and Youth, The Hon. Ben Franklin and Member for Tamworth, The Hon. Kevin Anderson, MP. It was an open conversation where representatives of youth in the Tamworth region had the opportunity to express and discuss their concerns for regional youth. Topics covered included disability access for youth and the need to support the LGBTQI+ community.

In 2022, the Youth Council was successful in its application for several grant funded project proposals, including:

- \$50,000 for the Youth Wellness Series, funded under the Children and Young People Wellbeing Recovery Initiative, through the Office of Regional Youth – Department of Regional NSW;
- \$19,200 for the Youth Radio X project, funded under the Regional Youth Radio program, an initiative of the Office for Regional Youth – Department of Regional NSW;
- \$7,000 for 'the Youthie' NAIDOC Celebrations and School Holiday program, funded under the Regional Youth Winter Holiday Break 2022 program, an initiative of the Office for Regional Youth – Department of Regional NSW; and
- \$4,474 for 2022 Youth Week Celebrations, funded under the annual youth week program, administered by the Department of Communities and Justice.

In July 2022, the Youth Council resolved to develop a youth-led 2023/2024 Youth Council Action Plan. Over several months the Youth Council, with the assistance of Council Officers, has worked to develop a draft of the Action Plan **ATTACHED**, refer **ANNEXURE 1**. The draft plan will be tabled for Youth Councillors' consideration, at the next Youth Council meeting to be held on 30 March 2023, with a recommendation that the plan be presented to an Ordinary meeting of Council for adoption.

The Action Plan has been developed under four strategic pillars; Community, Connectivity, Wellbeing, and Work Ready/Life Ready. Each pillar has several strategic actions, developed by Youth Councillors, to be proactively implemented over the next the twelve (12) months.

Council has previously committed to funding the implementation of the Youth Council Action Plan to the amount of \$10,000. The Youth Council will also continue to take advantage of relevant funding programs to assist with the implementation of the Action Plan.

Appointment of Incoming 2023 Youth Council

In accordance with Section 5 - Membership, of the Tamworth Regional Youth Council Terms of Reference **ATTACHED**, refer **ANNEXURE 2**, a maximum of 25 young people between the ages of 15 and 18 years who reside within the Tamworth Local Government area, may be appointed to the Tamworth Regional Youth Council.

In relation to the proposed members of the incoming 2023 Youth Council, it is recommended that all eleven who lodged a relevant Expression of Interest be appointed. In total there were 17 submissions received, with two respondents being excluded on the basis of not being residents of the Tamworth Region, two who withdrew their applications, and two who were unable to be contacted on details provided. A summary of the 11 profiles is **ATTACHED**, refer to **ANNEXURE 3**.

The recommended incoming members of the 2023 Tamworth Regional Youth Council are:

- Aimee Morris;
- Dominic Fawcett;
- Jake Lynch;
- Kaida McManus;
- Lara Cowley;
- Luke Suter;
- Megan Swain;
- Sarah Frazer;
- Sophia Hanson;
- Yasutomo Akioka; and
- Yvonne Sutton.

In accordance with the adopted Terms of Reference, Youth Councillors may sit up to a two-year term of office. The following Youth Councillors, appointed in September 2021, will continue their term of office in 2023:

- Abigail Clark;
- Andrew Macinas;

- Bronte Keenan;
- Caitlin Blanch;
- Charlee Marshall;
- Chloe-Lee Opie;
- Eli Lambert;
- Elle Woods;
- Isla Farr; and
- Lachlan Power.

(a) Policy Implications

The appointment of new Youth Councillors following an extended EOI process and evaluation of submissions is in accordance with the adopted Terms of Reference.

(b) Financial Implications

Funding for the activities of the Youth Council is provided from existing recurring youth services operational budgets, as well as a \$10,000 non-recurring budget to deliver initiatives under the Youth Council Action Plan.

The Youth Council will also continue to take advantage of relevant funding programs to assist with the implementation of the Action Plan.

(c) Legal Implications

Nil

(d) Community Consultation

The Tamworth Regional Youth Council has representatives from High Schools across the region, and actively engages with members of community groups and service organisations.

(e) Delivery Program Objective/Strategy

Focus Area 9 – Open and collaborative leadership.

11 REPORTS TO BE CONSIDERED IN CLOSED COUNCIL

RECOMMENDATION

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

TENDER T071-2023 - DESIGN AND CONSTRUCTION OF TIMBER BRIDGE REPLACEMENTS 2023

DIRECTORATE: REGIONAL SERVICES
AUTHOR: Callum Fletcher, Senior Project Engineer

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (c)&(d)ii of the local Government Act 1993 on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business. and information that would, if disclosed, confer a commercial advantage on a competitor of Council.

SUMMARY

The purpose of this report is to seek Council's acceptance of tender T071-2023 to award a lump sum contract for the Design and Construction of two timber bridge replacements within Tamworth Regional Council's (Council) Local Government Area.

Timber Bridge Replacement Program

Council's Timber Bridge Replacement Program has been operating for several years through a combination of Council funds, Australian Government (Federal) funding and NSW Government (State) funding.

The current program involves the replacement of bridges which were successful in obtaining NSW Government funding as part of Round 2A of the Fixing Country Bridges program. The bridges relating to this tender are:

- Norris' Bridge on Top Somerton Road over Catong Gully, Somerton; and
- Walters' Bridge on Kelso's Lane over Clay Gully, Duri.

Figure 1 below shows the approximate location of these bridges within Council's Local Government Area (LGA).

The bridge replacements will replace the existing timber structures with a new concrete structure with a design life of 100 years, designed and constructed in accordance with current relevant standards with no restriction on loading for SM1600 vehicles.

Both of the bridges will be replaced with single lane structures to match existing, following consideration of current and expected future traffic volumes.

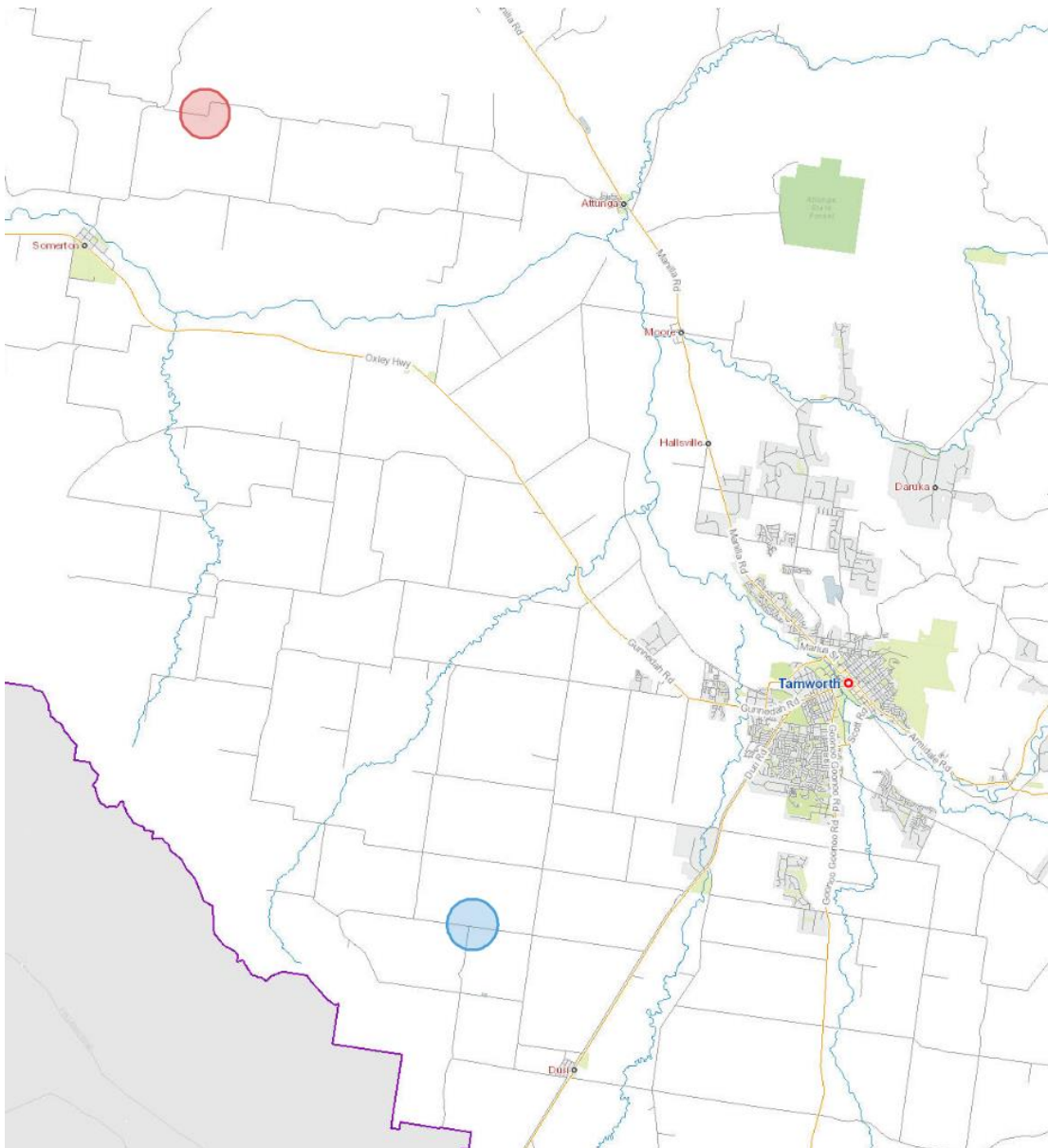


Figure 1 – Bridges to be replaced under this tender – Norris's Bridge (Red) and Walters' Bridge (Blue)

Tender Scope

A tender for the design and construction of the timber bridge replacements was advertised for a period of approximately 11 weeks and closed on 1 February 2023. Tenderers were required to provide a schedule of prices for the two bridges to include:

- detailed design and preparation of design drawings for the new bridges with design lives of 100 years;
- preparation of a design report providing justification and calculations for the design drawings;
- construction of the new bridges in accordance with the approved design drawings;
- preparation and implementation of project management documents; and

- preparation of Works as Executed drawings.

TENDER T113-2023 - SUPPLY AND INSTALL OF SAFETY BARRIER SYSTEMS 2023-2026

DIRECTORATE: REGIONAL SERVICES

AUTHOR: Lachlan Mackiewicz, Project Engineer

1 CONFIDENTIAL ENCLOSURES ENCLOSED

The Council will determine this matter in part of the meeting closed to the public pursuant to Section 10A(2) (c)&(d)ii of the local Government Act 1993 on the grounds that the matter and information is information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business. and information that would, if disclosed, confer a commercial advantage on a competitor of Council.

SUMMARY

The purpose of this report is to seek Council's acceptance of tenders for the supply and installation of safety barrier systems within the Tamworth Regional Council (Council) Local Government area (LGA) during the period 15 March 2023 to 14 March 2026, advertised as open tender number T113-2023.

Background

Safety barrier systems are items of road furniture that are used in several different applications throughout the road network. They can be used to prevent vehicles driving off the side of bridges or culverts, driving off embankments or steep drop-offs, colliding with power poles or trees, or crossing to the wrong side of the road on divided roads.

Since late 2013, Council has been inviting tenders for the Supply and Installation of Safety Barrier Systems (previously Traffic Barriers) for a 12 or 24 month period, with successful tenderers being placed on a panel tender on schedule of rates contracts. This simplifies procurement of safety barrier system work for individual projects and assists with project budgeting. From the panel tender, each individual project is assessed and awarded to the contractor from the panel who can satisfy the program requirements and whose pricing schedule is most beneficial for that project.

Tender Scope

This year, the tender was advertised as a three year contract period with an annual opportunity for successful panel members to review their pricing to allow for changes in the price of materials and labour. This will be undertaken on the anniversary of the contract yearly and revised rates will apply for the preceding year. This option was adopted due to the ongoing volatility in the construction market through things such as fuel prices, material prices and inflation along with requests received and approved for material price reviews during the last tender.

Tender Evaluation

The intention of the panel tender is to compile a list of eligible contractors who can be called upon to complete the supply and installation of safety barrier systems for any projects that arise during the contract period.

Only tenderers that satisfied the requirements for the tender submission are proposed to be placed on the panel, as per the recommendation of this report. The previous tender for the supply and installation of safety barrier systems operated with six contractors on the panel.

During this time, generally the top two or three contractors were consistently awarded the majority of the works while the others were only awarded a small number of packages, if any. To prevent contractors being placed on the panel with a high likelihood of not being utilised, it is proposed to select a smaller pool for placement on the panel.

The evaluation of the appropriate contractor for a specific package of works will be completed by the applicable project manager based on simplified evaluation criteria and dependent on the specific project scope. Only those contractors on the panel tender will be considered.

T091/2023 WESTDALE WASTEWATER TREATMENT PLANT – SUPPLY AND INSTALLATION OF EFFLUENT PUMPS

DIRECTORATE: WATER AND WASTE

AUTHOR: Daniel Coe, Manager - Water and Environmental Operations

1 CONFIDENTIAL ENCLOSURES ENCLOSED

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

SUMMARY

The Tamworth Effluent Reuse Farm (TERF) was developed to provide sustainable management of the effluent produced from the Westdale Wastewater Treatment Plant (WWTP) where this effluent could be beneficially reused in agricultural production. The objective was to achieve 100% reuse of the effluent in an average rainfall year. A key component of the successful, operation of the TERF is the transfer of effluent from the Westdale Wastewater Treatment Plant to the TERF. Westdale WWTP has an Effluent Transfer Pump Station (ETPS) that supplies effluent to the Tamworth Effluent Reuse Farm (TERF).

The ETPS is configured with three identical submersible pumps with submersible motors. In normal operation, two pumps operate at the same time to deliver approximately 300L/s to the effluent storage dam at the TERF. All three pumps can be run at the same time to cater for unusual conditions i.e., prolonged high flows in to the Westdale WWTP. To ensure ongoing operational of this critical asset, Council has budgeted for the renewal of these pumps in the current financial year.

The purpose of this report is to advise Council of the outcome of the tender evaluation completed for the refurbishment (pump replacement) of the Effluent Transfer Pump Station located at the Westdale Wastewater Treatment Plant. The report seeks Council endorsement to engage the preferred tenderer as detailed in the body of the report.

STAND TALL EVENT FEE WAIVER REQUEST - NOVEMBER 2023

DIRECTORATE: GROWTH AND PROSPERITY

AUTHOR: Hamish Slade, Economic Development Officer

2 CONFIDENTIAL ENCLOSURES ENCLOSED

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

SUMMARY

The organisers of the Stand Tall Event have approached Council with a request for a fee waiver for venue hire of the Tamworth Regional Entertainment and Conference Centre (TRECC), and Audio and Visual Production fees. Stand Tall held its first regional day event in Tamworth in October 2022 with more than 2500 students in attendance. The Stand Tall Event would like to return to Tamworth for a second year with an event proposed in November of 2023, see **ENCLOSED** refer **CONFIDENTIAL ENCLOSURE 1**.

Stand Tall, a charity organisation, run events, workshops and online modules that support the mental health and wellbeing of Australian youth. Stand Tall was founded in 2012 by Jeanine Treharne, Angela Farr-Jones and Roslyn Hills in response to the level of drug use, depression, bullying, hopelessness and self-harm among high school students. The first Stand Tall event was held in 2013 and now claims to be the largest youth event of its kind in Australia. The one-day event aims to make a difference to the lives of youth across all of Australia, through providing youth with mental health skills such as resilience, the strength to stand up to bullying, motivation, the power of perspective and the benefits of making good and wise decisions.

In 2022, the first regional NSW tour was established. The Tamworth Stand Tall event was held at TRECC and resulted in 2,500 high school students and more than 200 teachers in attendance. The TedX style event for secondary students saw a host of motivational speakers, youth wellness ambassadors and musical talent present interactive sessions on mental health topics.

Sponsorship for the 2022 Tamworth Stand Tall event was provided by the NSW government.